

**REGULAR MEETING
DESTIN CITY COUNCIL
AUGUST 6, 2018
ANNEX COUNCIL CHAMBERS
6:00 PM**

*****Core Value of the Month - Respect*****

CALL TO ORDER

INVOCATION (Pastor Steve Farris of First Baptist Church)

PLEDGE OF ALLEGIANCE

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)*

OLD BUSINESS

1. APPROVAL OF MINUTES

- A. Approval of minutes of July 16, 2018 council executive session
- B. Approval of minutes of June 11, 2018 city council workshop

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

- A. Presentation by Structured Parking Solutions, LLC
- B. Parks and Recreation Committee Recommendations
- C. Electric Franchise Counter Offer

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. 3rd Quarter Financial and Investment Report
- B. Library Director Confirmation
- C. Interim City Manager Candidate List
- D. Request for CRA Board meeting on August 20, 2018 at 5:00 p.m. to review and discuss Harbor CRA Advisory Committee recommendations for Royal Melvin Heritage Park and Clement Taylor Park
- E. Investigation Report regarding Councilmember Prebble Ramswell's Public Statements and Remarks towards Deputy City Manager Steven Schmidt

5. PUBLIC HEARINGS

- A. First reading of Ordinance 18-15-LC Wheeled Vehicle on the Beach
- B. First reading of Ordinance No. 18-16-LC, Vested Rights Process
- C. First Reading - Ordinance No. 18-17-LC Safety Zone Regulation

6. *CONSENT AGENDA (No public comments)

- A. Request for Council Approval to Purchase FY 18 Budgeted Equipment
- B. 18-04-PS, National Fish and Wildlife Foundation, Calhoun Avenue Drainage – Change Order #3
- C. Application to install a new boat lift and pilings in an existing slip at 320 Harbor Boulevard (Slip 19)
- D. Application to install a new boat lift and pilings at 420 Oak Harbour Lane, Unit 201 (Slip 11)
- E. Application to install a new boat lift and pilings in an existing slip at 620 Gulf Shore Drive
- F. Application to install a new boat lift and pilings in an existing slip at 654 Harbor Boulevard (Slip 4)

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

- A. Councilmember Braden
- B. Councilmember Ramswell
Discussion of submerged land lease.
- C. Councilmember Dixon
- D. Councilmember Overdier
- E. Councilmember Marler
- F. Councilmember Destin
- G. Councilmember Morgan
- H. Mayor Gary Jarvis
- I. Land Use Attorney
Consideration of Settlement Proposal in Destin v. Andry, et al (involving settlement of code enforcement cases and subsequent appeal for certain structures with noncompliant first floors in the floodplain).
- J. City Attorney

8. ADJOURN

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.

Please visit our agenda center on the city website at www.cityofdestin.com/agendas

**MINUTES
EXECUTIVE SESSION
DESTIN CITY COUNCIL
ANNEX COUNCIL CHAMBERS
MONDAY, JULY 16, 2018
5:00 PM**

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

Council Present

Mayor Gary Jarvis

Councilmember Chatham Morgan

Councilmember Cyron Marler

Councilmember Prebble Ramswell

Councilmember Tuffy Dixon

Councilmember Rodney Braden

Councilmember Skip Overdier

Staff Present

City Manager Carisse Lejeune

Deputy City Clerk Kimberly Montgomery

City Land Use Attorney Kimberly Kopp

Special Counsel William G. Warner

Others Present

Liz Klein, Court Reporter

Mayor Gary Jarvis called the meeting to order at 5:00 PM by stating “*This session of the Destin City Council is hereby convened as noticed by publication in a newspaper of general circulation, The Destin Log, on Wednesday, July 11, 2018.*”

City Land Use Attorney Kimberly Kopp states, “*Pursuant to §286.011(8), Florida Statutes, at this time, I would like to request that we adjourn to executive session so that I, the attorney of record for the City of Destin in:*

B.I. Inc, Dewey Destins Harborside LLC, Plaintiff, vs. CITY OF DESTIN, FLORIDA, Defendant, in the Circuit/County Court of the First Judicial Circuit, in and for Okaloosa County, Florida, Case No. 2016-CA-003672F

may receive the Council’s advice regarding the strategy to be used in this case and the type of expenses to be incurred.”

The entire session would be recorded by a court reporter, the transcript would be filed with the City Clerk, and available to the public at the conclusion of the litigation discussed today. A copy of the published notice of this executive session is hereby identified as Exhibit A and will be attached to the transcript of this executive session.

In addition to the Mayor and City Council members in attendance tonight the following persons will be in attendance at the session:

*Attorneys for the City: William G. Warner, Esq.
Warner Law Firm, P.A.
519 Grace Avenue
Panama City, Florida 32401*

*Kimberly Romano Kopp, Esq.
Romano Kopp Law, P.A.
P.O. Box 622562
Oviedo, Florida 32762-2562*

City Manager Carisse LeJeune

Attorney Kopp asked that Council members in attendance identify themselves verbally for the record. The following members stated their names for the record – “*Councilmember Chatham Morgan, Mayor Gary Jarvis, Councilmember Cyron Marler, Councilmember Skip Overdier, Councilmember Tuffy Dixon, and Councilmember Prebble Ramswell.*”

Attorney Kopp continued by saying, “*I estimate that this executive session will take approximately 60 minutes. At the conclusion of the executive session the Council will reconvene the public hearing, accept any motions if applicable and then the Mayor will adjourn the session.*”

Mayor Jarvis stated, “*At this time, we will recess the public portion of tonight’s meeting and convene the executive session*”

All persons listed to participate in the executive session proceeded to the City Hall Annex Conference Room.

At approximately 6:08 PM, Mayor Jarvis reconvened the public portion of the meeting and announced he would entertain any motions from the Council.

Councilmember Overdier made the following motion:

- **The current parking, the use of the building for dry storage, and the pavers, picnic tables, etc. that are there are okay**
- **The driveway is okay**
- **The roadway issues are okay**
- **Attorney’s fees will not be paid**
- **This will extinguish all claims**
- **This will not be precedent setting**

Councilmember Marler provided a second to the motion.

Councilmember Braden asked if they are agreeing that the roadway to be as is.

Councilmember Morgan stated he would agree to it pending fire department approval.

The Mayor asked if any member of the public wishes to comment on the motion on the floor.

Ms. Maryann Windes stated that having not had the benefit of being involved in the executive session, it appears the City is giving away things for free and settling the lawsuit that they have already won in court. She stated that there are four different parts of the easement, and the judge ruled against all four of them. He reversed his decision on one of them because they were supposed to bring witnesses to testify. She expressed concern the Council is doing none precedent things only for one man who has made claims against the City. She further stated that through she is glad the City is not paying the plaintiff attorney's fees, she wanted to go on record by saying that this is unbelievable.

Councilmember Ramswell asked the City Attorney to clarify the fact that not all parts of this litigation have been settled in court.

Attorney Kopp noted there are still pending claims as she explained to the Council as well as the counsel for the insurance company for the City; adding that not all claims have been resolved at this time.

Mayor Jarvis explained this is just a counter to a settlement offer, and that this is not the final decision regardless on how the Council votes tonight. He also stated that depending on the plaintiff's response, the litigation may just continue or there may be a settlement. This is just part of the process the Council is embarking on at this point; and that tonight's vote will not determine the final outcome of this lawsuit.

Councilmember Destin announced he will abstain from voting as he is related to one of the litigants.

Motion passed 6-0 (Council members Morgan, Marler, Overdier, Dixon, Ramswell and Braden voted "yes"; Councilmember Destin abstained from voting).

Having no further business at this time, the Mayor adjourned the meeting at 6:15 PM.

ADOPTED THIS 6TH DAY OF AUGUST 2018

By:

Gary Jarvis, Mayor

ATTEST:

Rey Bailey, City Clerk

**MINUTES
SPECIAL WORKSHOP
DESTIN CITY COUNCIL
JUNE 11, 2018
CITY HALL ANNEX
COUNCIL CHAMBERS
5:30 PM**

The Council for the City of Destin met in special workshop session with the following members present:

Destin City Council

Mayor Gary Jarvis
Councilmember Parker Destin
Councilmember Cyron Marler
Councilmember Prebble Ramswell

Councilmember Chatham Morgan
Councilmember Skip Overdier
Councilmember Tuffy Dixon
Councilmember Rodney Braden

Destin City Staff

City Manager Carisse LeJeune
Community Development Director Jennifer Bryla
City Attorney Jeffrey Burns

City Clerk Rey Bailey
IT Manager Webb Warren

CALL TO ORDER

Mayor Gary Jarvis called the meeting to order at 5:30 PM. He called for a moment of silence; which was then followed by the Pledge of Allegiance.

I. INTRODUCTION:

Carisse LeJeune, City Manager

The City Manager announced that a second presentation is being added to the agenda; and that Mr. Bruce Craul, a member of the Short Term Rental Task Force, will give the presentation.

The Mayor announced there will be a 3-hour time limit to this workshop. He wants to make sure they process and discuss the information they receive tonight and come up with good solutions to all important issues, and schedule a follow-up workshop if necessary.

The City Manager noted that the Short Term Rental Task Force, comprised of citizens and short term rental business owners and/or management company representatives, met extensively for many weeks and came forward with recommendations which were provided to the Council in report form. She continued that on February 20, 2018 City Council meeting approved recommendations #1, #2, #10, #11 thru #14, and directed staff to make the necessary changes to the ordinance and bring it back to Council. The Council has approved that ordinance on first reading, and it would be brought back for second reading. The Council has also directed staff to schedule a workshop to discuss recommendations #3 to #9 and #15 to #18.

II. PRESENTATION:

Councilmember Prebble Ramswell

Councilmember Ramswell provided the following slide presentation:

Vacation Rental Issues Case Study: Destin

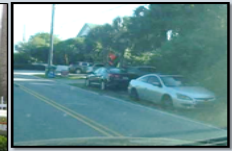
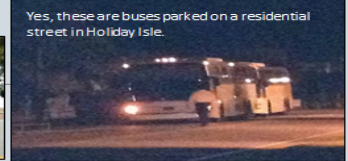
NOTE:

All photos
and data are
from short
term rentals
in Destin.

Updated June 2018



Parking Issues



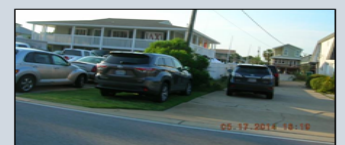
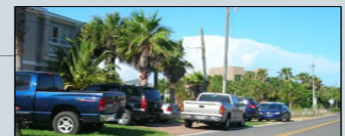
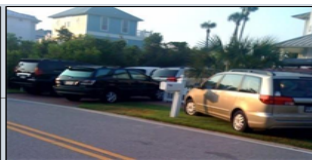
Yes, these are buses parked on a residential street in Holiday Isle.



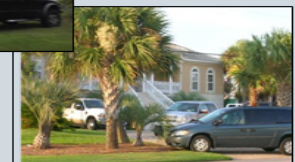
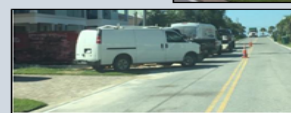
No
Parking?

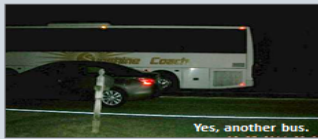
No
Problem!

And the City will even mow around me...

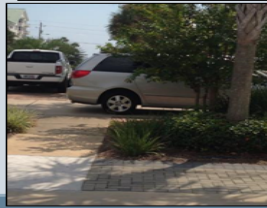
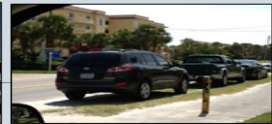


Nice and neat but blocking the sidewalks and
parked in the yards and on the ROW





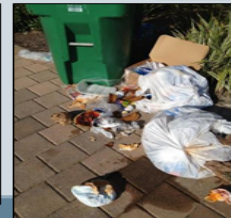
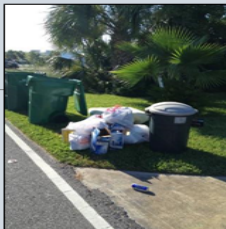
Yes, another bus.



Trash



Problem isn't just excessive trash, but empty cans remaining curbside for a week or more because no one brought them back up after trash collection.



Sleeping Arrangements



Hammock anyone? Your choice of red, black or blue!

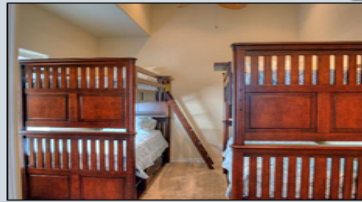


Sleeping Arrangements



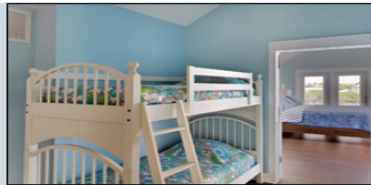
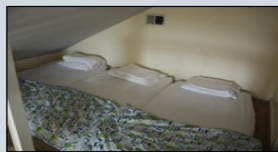
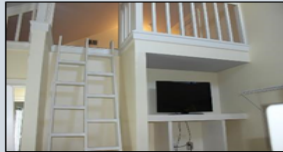
Hammock anyone? Your choice of red, black or blue!

Bunkrooms...



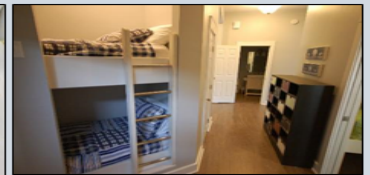
I wonder if I could lay across the width of this "room?"

Loft sleeps "at least 3"



How does a 2700 sq ft home Sleep 20 people? Three bunk "rooms."

Interesting that the listing says 6br but property tax records say 5br.

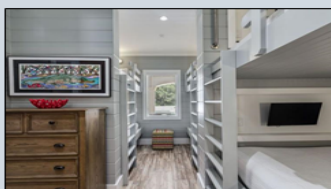
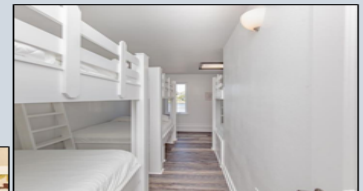


Occupancy

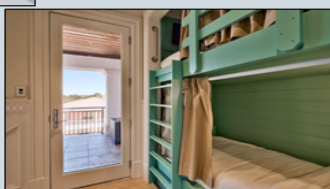


How many people do you think are staying here? Two buses and a passenger van.

Are these hallways... or bedrooms with 6 beds?

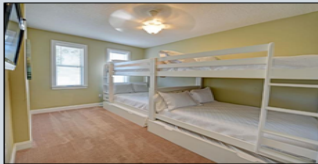


Beautiful hallway... er... bedroom?



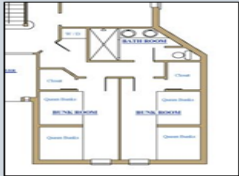
Oh- and beautiful closet... er... bedroom?

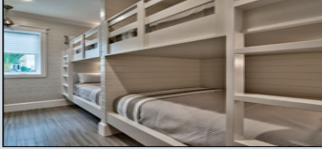




Same house,
same idea,
different rooms...

8 beds in 2 bedrooms

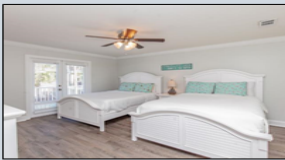






As the famous commercial says:
"Stack 'em Deep and Sell 'em Cheap"





Are these bedrooms you would see in single family residence... or a hotel or boarding house?

Examples of Vacation Rentals in Residential Areas around Destin, FL

Homes or mini-hotels? Luna Sol 14 bedrooms 15 bathrooms Sleeps 44 Alotta Colada Beach House 10 bedrooms 7 bathrooms 2 Hf BA Sleeps 44 Villa Blanco 11 bedrooms (says 6 on another site) 11 bathrooms Sleeps 40 Destiny Grand Palms 8 bedrooms, 8.5 bathrooms Sleeps 36	The Frangista 12 bedrooms 11 bathrooms Sleeps 42 Luna Sol-Crystal Beach 14 bedrooms 16 bathrooms Sleeps 36 Castle on the Beach 7 Bedrooms 6.5 Baths Sleeps 35 Gulf Pines 8 bedrooms 5 bathrooms Sleeps 40 Venetian Palace: 9 bedrooms 9.5 bathrooms Sleeps 38
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3-4 Bedrooms that sleep 17+

Cozy Beach 3 bedrooms 3 baths Sleeps 18 The Sandcastle 3 bedrooms 3 baths Sleeps 17 Ocean Breeze 4 bedrooms 3.5 baths Sleeps 23	Restin in Destin 4 bedrooms 4 bathrooms Sleeps 18 Destiny East 4 bedrooms 4.5 bathrooms Sleeps 21 Driftwood Dreamin 4 bedrooms 5.5 bath Sleeps 19 Dune Delite 4 bedrooms 2.5 bathrooms Sleeps 20
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Or...
How about The Green Reef Beachfront Paradise--
a 5-bedroom TOWNHOME that sleeps 26?

Rentals Near Destin... Is this the direction we are headed?



Viewed 8 times in the last 48 hours
Beach Front 5BR-3BA Beach Service Included
1.1 mi to Destin center
1 BR Condo | 1 BA | 800 sq ft | Sleeps 99
View details for price (1 - 7 nights min)



Viewed 48 times in the last 48 hours
Ultimate Wedding Getaway! 14 Bed 16 Bath Luxury Home! 2 Private Heated Pools
1.9 mi to Destin center
14 BR House | 14 BA | 2 Hf BA | 8600 sq ft | Sleeps 54
\$1,250 avg/night (3 - 7 nights min)



Viewed 10 times in the last 48 hours
Private Heated Pool Newly Built and Professionally Decorated!
2.1 mi to Destin center
4 BR House | 4 BA | 1 Hf BA | 3010 sq ft | Sleeps 100



Viewed 10 times in the last 48 hours
Gorgeous Condo! Free Beach Service! Great Ocean Views! Great Amenities!
7 mi to Destin center
2 BR Condo | 2 BA | 1152 sq ft | Sleeps 99
\$171 avg/night (7 nights min)

Could these be errors? No... apparently they are meant to show no limit

We may already be here

Destin: we clearly have a problem.

Councilmember Ramswell remarked that these are a compilation of photos that people have sent to the Council over the past few years, those that she had taken herself and of various active listings from the internet. They were taken from different single family neighborhoods throughout Destin - such as Holiday Isle, Crystal Beach and Indian Bayou. She stated there are pictures of a town home that sleeps 26 people, 14-bedroom homes that sleep 36- 54 people, a 12-bedroom home that sleeps 42 people, and 3 or 4 bedroom homes that sleep 17-21 people. There are also 2-bedroom condominiums being advertised that sleep 99 and 100 people. She continued it is a way of listing that there is no occupancy limit. She further stated they have a serious problem with short term rentals in Destin; adding that the goal of this presentation was for everybody to realize the problems Destin residents are experiencing on a daily basis.

Mr. Bruce Craul, a member of the Short Term Rental Task Force, presented the following information:

- Unresolved Issues – First Occupancy
 - ❖ Occupancy is out of control
- Converted spaces to sleep more people
 - ❖ Senior trips use to sleep in hotels
 - ❖ A 4 bedroom houses that use to sleep 10 – now sleeps 30
 - ❖ Garage being converted to a bunk room that sleeps 8 to 10 people
 - It is no longer unusual – It is now the standard
- Single-family residential – what happened?
 - ❖ Economic recession in 2008 – worst since the depression
 - Houses that were built for primary residential for \$500,000 ten years earlier, and then sold for \$300,000 during this recession
 - Houses were then purchased by investment buyers. New owners were told and or ascertained that the more they sleep in a house the more money they can charge
 - On line travel began to become popular at the same time that these transfer of assets began
 - Same house that had rented for \$6,000 a week to a single family now rented to families and extended families for \$4,000 a week. Instead of there being mom, dad, grandma and three kids, and two friends of the kids, occupancy rose to 30 – 40 people
 - The cost per person came down to rates less expensive than the most inexpensive budget hotel in the market
 - ❖ The result is the changes that we see in all businesses. Lower check averages in restaurants, less retail per person, and some would say that even rudeness in the grocery store
- Second Wedding Receptions
 - ❖ Many houses in Crystal Beach have as many as 20 weddings a year.
 - The house behind my house located in Destiny East has had four since April 1, 2018
 - Most weddings have as many as 75 attendees. Music blaring, parking on the right-of-way, filling the cul-de-sac, catering trucks, equipment suppliers, decorators, DJ's and bands create an atmosphere of living in a hotel parking lot. The crowd noise alone is over the decibel limit let alone the music

- After the reception is over, the load out begins and finishes early in the morning, and half of the attendees spent the night after having too much to drink so their voices are amplified and they frolic in the pool and spa
- Daylight comes and then the carpet cleaning trucks show up and it is more noise as to clean up an 8,000 square foot house as it takes two trucks with big engines in the back of a van at full RPMs and lots of hoses to get the job done
- Management
 - ❖ Today for the most part there isn't any
 - ❖ Owners live out of state. A housekeeper is not a manager
 - ❖ There is no follow up: trash cans, noise complaints, parking, peace and quiet, building inspections, safety requirements, communicated rules and regulations
 - ❖ Management is not visible with internet bookings. It is rarely visible with management companies
 - ❖ Homeowners Associations can help, but where neighborhoods are not part of an association, all of the help has to come from code enforcement
- Our Responsibility
 - ❖ We have to exhibit control
 - Business licenses with rules and regulations
 - Rental company management training so that they know the rules and enforce the rules
 - ❖ Strict code compliance for those that are using on-line platforms – VRBO, Homeaway, Airbnb, etc.
 - ❖ Inspections. People do what you inspect, not what you expect
 - ❖ There are changes and new ordinances all across the country. The most aggressive enforcement is on south Beach in Miami where fines are up to \$20,000 per occurrence for non-compliance of an ordinance. Go to YouTube and see the special news report on NBC where the reporter rides with code enforcement
- Not Just a Local Problem
 - ❖ Headline – “Short-term rentals getting Airbnb in hot water in Miami Beach”
 - There are reports on cities around the world trying to tackle the growing popularity of Airbnb and the short-term rental market
- We Love Our Visitors
 - ❖ This is not about turning our backs on owners or guests. This is about marketing to the people we want, which may not be the ones that we have
 - ❖ This is not about lowering rates or losing bed taxes. This is about getting more money with less people
 - ❖ The independent owner and most rental company operators do not realize that sleeping less and charging more is not going to lower revenue. It is going to increase revenue. Among the items that are positive, there will be less traffic due to less cars per house
- It is time to turn from being reactive to proactive. The residents of Destin need help, as their rights are being violated

III. COMMENTS FROM THE PUBLIC

Ms. Viviana Jordan, Deputy Public Policy Director for Airbnb, informed the Council that their job is to work with local governments across the state in terms of regulating short-term rental. They assist in providing best practices and recommendations, and in understanding the issues from community to

community. They also believe the most important thing the government can do is to listen to their residents and constituents. She also stated that the Short Term Rental Task Force has taken a lot of time in preparing their recommendations to Council; and that they were driven around concerns for public nuisance which should all be taken very seriously. She further stated they also do not want bad listings on their platform and they want to be a good community partner working together with the local government to ensure that the policies that are put in place are effective; adding that an ordinance is no good if it is unenforceable and ineffective in addressing the issues they seek to resolve. She also noted they have a website – www.airbnb.com/neighbors - which is independent from their platform, and one does not have to be a registered user to access it; adding it is one way in which they try to provide an avenue for residents to share their concerns about noise, parking, trash, etc. Any member of the public can file a complaint with any property they believe is registered on this site. They are also open to local governments flagging properties that are an issue because they want to help resolve the issue and be a good community partner. They agree there are bad actors out there, but they also believe there are responsible individuals who are trying to do the right thing. She urged the Council to take a measured approach to finding a resolution as they consider the recommendations of the task force as well as other recommendations.

Mr. Rick Scali, a member of the Short Term Rental Task Force and a vacation rental home owner, stated that he agrees in most part with Councilmember Ramswell and Mr. Bruce Craul's with regards to parking, trash and other issues related to short term rentals. He stated there are three main problems they need to address. Firstly, there are a significant number of property owners that have not registered their homes. Secondly, there are a lot of out-of-state owners that only conduct business on the internet and never come to Destin. Thirdly, most of the problems they have are due to lack of management. He continued that they have enough rules on the books but they are not being enforced and so those people who disobey the rules continue to do so. He also stated he is a very responsible property manager. All of their houses have a published occupancy and parking requirements, and that they closely monitor parking in these houses. A lot of short term rental companies that are doing a good job abiding by the rules would be severely impacted if they start passing too many onerous new rules. The recommended occupancy standard of two people per bedroom plus two would be quite problematic for him because he has several houses that have two large bedrooms, each with king size bed and two bunk beds, and they have a lot of repeat renters who are a family. He added he has been in business for over 16 years and never had a problem. There are a lot of effective rules already in place and the City just need to do a better job enforcing them.

Mr. Danny Tignor, a Destin resident, informed the Council when he bought his house 8 years ago, there was only one short-term rental property across the canal. Then, the two houses on the west side of his property were sold and immediately turned into short-term rentals. Now, there is a house located to the north that is under construction and is for sale, which could also become a short-term rental. He also reported that when spring breakers arrive during March and April each year, about 20 to 30 rowdy students would normally occupy a 3-bedroom house and make a lot of noise throughout their stay. During boat week in August, middle-aged men and their wives arrive with their 40 foot boats. There would normally be 3 to 6 boats at every house and they take turns revving up their engines to 110 decibel. Party starved couples from Louisiana then occupy these houses for the rest of the summer. They play loud games during the day and then listen to loud music all night. They become belligerent when asked to turn the music down. He asked the Council to take proper measure to control this type of situation.

Ms. Patti Brown, a Destin resident and member of the Short-Term Rental Task Force, stated there were a lot of things the task force had voted on and presented to the Council; but, there were also a lot of things they discussed that never went to a vote because they ran out of time even after 4 months of deliberations. She asked the Council to allow the task force to reconvene in the fall to discuss these other issues such as event registration being based more on the size of the property rather than using a blanket

number because there are small houses and giant mini-hotels. She also stated that having proper signage on houses and a call-in line with the City has been discussed. Statements were made that there were not enough complaints; but, in reality, there were plenty of complaints, but people did not know where to call-in these complaints. The task force also discussed establishing guidelines for the fines. She further stated that they have a problem and even some of the rental agencies realize it, and they are now trying to blame each other. A flyer from one of the rental agencies states they are not like other agencies that pack homes with excessive number of renters. She asked the Council to do everything necessary to get the situation under control as they are losing residents who make the City what it is today.

The Mayor asked Ms. Brown if she is not confident the Council could put together a clean and complete short-term rental regulation, and whether it formed the basis for her request for the task force to reconvene in the fall.

Ms. Brown stated she is confident the Council would be able to come up with a proper solution for short-term rental issues; however, the task force remained under the Sunshine Law in case they needed to come back and revisit other issues. She continued they need to get something on the books now and monitor its progress. She noted that many rental agents are concerned about the City putting them out of business; which is not the intent of the task force. They currently do not have a strong enough ordinance to be able to go after houses with too many people making a loud noise, parking everywhere and causing a huge nuisance.

Ms. Ashley Hodgini, Government Affairs Manager for Homeaway and Expedia Group, noted they perform very similar work as the Airbnb with different jurisdictions in the State, and they are working on best practices and regulations that are enforceable and can achieve compliance. They have attended the meetings of the Short Term Rental Task Force and they agree with the vast majority of the comments they heard tonight. She stated that the issue this community is facing is not representative of the vacation rental community as a whole. There is a small minority of bad actors who abuse the system. No one in the industry thinks the pictures Councilmember Ramswell presented tonight and the issues the task force brought before the Council are acceptable. It is not a representative of the traditional short-term vacation rentals and it is not what her company represents. Their average travelers are in their 50s, and their average traveler is a 50-year old woman traveling with 3 children. They certainly understand the noise, nuisance, parking and trash issues and look forward to helping this City address those issues. They also have a similar website as the Airbnb to resolve issues and complaints, and it is www.stayneighborly.com, and one does not have to be a Homeaway or Expedia user to use it.

Ms. Char Rohrer, a Destin resident, informed the Council they have a long-term renter in their neighborhood that rents the property out to short-term renters and without obtaining a permit; and that their homeowners association only learned about it a few weeks ago. The long-term renter vacates the premises while it is being occupied by a short-term renter. She stated she had spent a lot of time on the internet looking up rules about this type of situation. She learned that since Airbnb does not verify who is posting the listing, renters could post the listing without the property owner knowing their house is being rented out short-term. She also learned that a place like Key West seems to have this type of situation under control. They have a code enforcement assigned to monitor this specific issue and they sometimes even check-in to these places to investigate the issue. She further stated that their board determines that this particular scenario falls under multi-family, and that they do not allow multi-family in their neighborhood at Crystal Beach. She also noted they have another unregistered short-term rental property in their neighborhood that has been in operation for about 6 months; adding there is no code enforcement on evenings and Sundays.

Ms. Marcie Bell, a Destin resident, noted she had attended all of the task force's meetings as an observer and thanked the Council for forming the task force. She also stated she attended a hearing in referenced to the Airbnb that was being run on the north side of U.S. Hwy 98. She suggests the Council reviews the ruling made at that hearing because it seems the rules already exist for a lot of the issues that are being discussed tonight and that there is no need to "reinvent the wheel."

Mr. Ken Wampler, a Destin resident, stated that he has been in a vacation rental business for 16 years; and that he thinks the Short Term Rental Task Force's recommendations are a huge step in the right direction as he too does not like having neighbors with 50 cars in their parking lot and have parties until 1:00 AM. He also stated there are enough rules currently on the books and it would be a big step towards resolving a lot of issues if they start enforcing these rules. He also reported 297 code enforcement violations for the first 4 ½ months this year. There were 58 parking violations (37% of which are related to non-rental homes). He continued that 65% of all code violations had nothing to do with the main issues such as parking, noise, trash and unregistered short-term rentals. However, there were 25 reported unregistered short-term rental homes, which is the crux of the problem. They need to make every effort to get all short-term rental homes to register, and once they are registered, they could then identify the rule violators and hold them accountable; and that the penalties and the enforcement of the rules would help significantly. He suggests they revisit this issue in the fall and get an update on their effort and make the fines steeper to deter people from violating the rules. He added that a lot of short-term rental owners are following the rules and evicting guests that violate these rules, which they expect from everybody.

Mr. Bill Westermann, a Destin resident, showed a photo of the house located across from his property on Holiday Isle with 7 boats parked in front it; noting that short-term rental homes on Holiday Isle are rented 26 to 27 weeks a year. He stated that visitors do not come to Destin to be good neighbors. It would take a lot effort on the part of the City to keep these people under control; and so the Council needs to do more than just limit occupancy. Limiting occupancy is a good idea, but they should get rid of short-term rentals entirely. He pointed out that Holiday Isle spends \$83,000 a year on security and that 54% of the violations they reported came from the 39 vacation rental homes in the single-family area on Holiday Isle. Vacation rentals are commercial properties, and they bring in approximately \$5 million a year and about 15,000 rowdy people a year on Holiday Isle. He then read the following headline from the London Telegraph dated May 17, 2018: *"Amsterdam to ban Airbnb and bump-up tourist tax as it hits back on the disneyfication of the City."* He added that this is world-wide problem and that the only way to cure it is to get rid of it in its entirety.

Mr. Darryl Shelton, a Destin resident, stated that single-family residents on Holiday Isle have to fiercely defend themselves against the onslaught of short-term renters that have invaded Destin. He stated that contrary to what others are saying that if occupancy is limited, the value of their property will decline. Mini-hotels advertising sleeping 40 to 50 people may be good for the owner but have a detrimental impact on the value of neighboring properties. His property has 4 bedrooms, 4 bathrooms and an office. He asked a friend and an owner of a rental company how much income his present home could generate on a yearly basis. As currently built, his property would sleep 12 people, at 2 people per bedroom plus 2. The appraisal given to him was \$125,000 to \$150,000 a year; and that using the gross income multiplier currently being used by short-term rental companies, his home would be worth over half a million dollars. He then asked how much more income his property would produce if he converted his 1100 square foot bedroom into a bunk room and the mans-room that opens up to a pool area into a master bedroom suite. The property would now sleep 26 people, and it could now easily generate an additional \$100,000 per year; and the home is now worth \$2.5 million. Finally, he inquired how much more rental income he could achieve if he invested another \$20,000 on a used pontoon boat, jet skis and a street legal golf carts with some bicycles. The response was it would bring

in another \$30,000 - 40,000 a year; and that his would then be worth \$2.9 million based on the assumption the short-term rental companies are using. However, conversion of his home into a mini-hotel would have a detrimental effect to his neighbors' non-short-term rental property values. These properties would have an immediate cumulative decline far more than the \$1.4 million increase to his property values as well as his neighbors' quality of life because nobody wants to leave next door or across the street or canal from a mini-hotel. He added he has reconsidered moving into another location because he feels with Council's help, they could win the battle and remain with their longtime friends and neighbors.

Ms. Karen Shelton, a Destin resident, noted that according to the City's Comprehensive Plan and Land Development Code, Holiday Isle is Low Density Residential zoning district (LDR-HI). The purpose and intent states that "the zoning district shall apply to areas developed and redeveloped and/or maintained and conserved as permanent and seasonal single-family detached residential dwelling units. It is the intent of the LDR-HI zoning district to specifically not allow the following uses to be located in that district: permanent or seasonal multi-family attached residential dwelling units, commercial hotels, motels, bed and breakfast establishments, and other commercial transient living accommodations and all non-residential uses. Non-residential uses shall be prohibited." She continued that the following are allowed in terms of allowable uses:

- Dwelling single-family detached – a residential structure containing no more than one dwelling unit physically detached from any other residential structure
- Dwelling unit – a housing unit occupied as a separate living quarters which provides complete and independent living facilities for one housekeeping unit. This includes permanent provisions for living, sleeping, eating, cooking and sanitation
- Family – one or more persons occupying a single dwelling unit provided that unless all family members are related by blood or marriage, no such family shall contain over 5 persons. The term family shall not be construed to mean fraternity, sorority, club or institutional group

Ms. Shelton also stated that Webster Dictionary defines single as consisting of only one in number; and that there are no references anywhere that change the occupancy of the property. Short-term rentals only change the duration of the occupancy, which is 181 days or less, and not the zoning district. Boarding houses, bed and breakfast, hotels, rooming houses, tourist homes, commercial transient living accommodations are not allowed in single-family residential zoning or dwelling units. She further stated they already have the needed regulations on the books, with no conflicting definitions, language or ordinance. The clear intent is not to allow greater rights or occupancy for short-term rentals. They have single-family detached residential units being operated as hotels.

Ms. Nancy Tignor, a Destin resident, informed the Council they have 3 short term rental homes located behind their property; and that over-occupancy and loud parties are constant. She stated there should not be 25 people living in a single-family home. There should come up with better definition for a bedroom. She continued that rental companies have no idea nor do they even care how many people are living in the house, and all the problems associated with it. She further stated that Destin is a great place to live and the Council needs to take care of it by keeping the occupancy limits down and maintaining control of the situation.

Mr. Chester Lewis, a Destin resident, informed the Council his grandson was nearly killed two years ago as a result of an incident with a short term renter when he went to a neighbor's house and asked the occupants of the house to turn the music down. When they refused, he turned the music down himself and almost got hit with a propane bottle thrown in the pool as he stepped outside.

Mr. Guy Tadlock, a Destin resident, stated that enhanced quality of life, preservation of heritage and environment and service excellence for the people are part of the City's mission statement. He noted that in November 2017, the 24/7 Wall Street publication named Destin and Fort Walton Beach the drunkest cities in Florida. They have read recently that Okaloosa County is tied with West Palm Beach with the most heroin overdoses in Florida. At the same time, the Okaloosa County Sheriff's Department announced that the largest seizure of heroine was captured in the

County's history. A routine traffic stop on Mattie Kelly Blvd yielded 3 drug arrests. He stated that many are concerned that Destin is rapidly changing and it is not going in the right direction. Their tourist demographics had changed drastically over the past few years. They believe short-term renters are major contributors to these problems because they are not regulated. The citizens are trying to preserve their quality of life while the short-term rentals are trying to muscle their way in for more money. Corporations like Airbnb, VRBO, HomeAway and Wyndham are leading the charge; all trying to maximize their profit at the expense of the quality of life of Destin residents and at the same time destroying Destin's charm and heritage. He also stated that tonight's decision is one of the most important decisions this Council would ever make for the City as they are taking an important step toward stopping this negative trend. He urged Council to approve the recommended occupancy standard by the Short Term Rental Task Force of 2 people per bedroom plus 2 as this would solve a lot of their problems.

Also according to Mr. Tadlock, they need to stop the commercial activity in short-term rentals; and that wedding and corporate club events are huge part of the problems. Organizations like Mary Kay, Plexus, Jackson Hewitt, University of Miami Research Team and Louisiana Power Boat Association are typically holding events in the City's single-family neighborhoods. He added that their conference centers are a great alternative for these commercial and corporate events.

Mr. Bruce Craul noted that the Short Term Rental Task Force met 2 to 3 hours every week for 4 months investing a lot of time on recommendations they presented to the City Council. He stated that he Council already approved the items that received a unanimous vote from the members. The items Council has not approved and is now discussing are those items that did not receive a unanimous vote. He stated it is difficult to obtain 100 percent agreement on any particular issue. He urged the Council to review each item, meet with individual task force members if necessary and ask for the reason they voted for or against any particular item. There seemed to be a common thread about occupancy, and even though he voted for 2 people per bedroom plus 2 to control the occupancy, he feels there is still room for compromise; perhaps excluding children under a certain age from the total number of occupants. He believes the crux of the problem is clearly occupancy and management. He urged the Council to give the task force's recommendations careful consideration.

Mr. Tim Taylor, a Destin resident, noted that many of the items discussed tonight involved Holiday Isle. There is management and security and a homeowners association on Holiday Isle. Canal issues are not something the City of Destin has any control over. He and his wife own a home on Holiday Isle. They also own Ocean Reef Resorts, and they have been opened for 34 years and manage approximately 450 properties on both Okaloosa and Walton counties. They believe single-family residential neighborhoods were intended for just that, and that their company does not allow any special events to be held in any property they manage. Quite time begins at 10 p.m. until 9:00 a.m. the next morning. They have their own garbage company, and they pick up the garbage when a guest checks out. Arriving guests or the next door neighbor never sees the previous guest's garbage. He also stated the occupancy of 2 people per bedroom plus 2 can be modified to possibly exclude children that do not drive. Walton County passed an ordinance that is enforced by the local police and not code enforcement officers. The local police are called in the event of a noise violation and the guest, the

owner or the management company could be fined for violating the ordinance. He urged the City to look at the Walton County noise ordinance and see if it would work for Destin.

IV. CITY COUNCIL DISCUSSION TOPICS:

Short-Term Rental Task Force final recommendations:

#3, #4, #5, #6, #7, #8, #9, #15, #16, #17, #18 from final report

Parking

Recommendation #3: Requiring signage at every STR property and posting number of parking spaces allowed by City development order and/or construction permit

Councilmember Ramswell stated she agrees with the signage and believes rental properties already have signage; adding they definitely need certain information on these signage.

The City Manager noted the recommendation is for putting the number of allowable parking spaces on the signage. It is Ms. Pattie Brown's recommendation stating it is quite successful in California. It makes it an ease of identification for code enforcement officers. For example, if two is allowed and they see 5 vehicles parked on site, they know there is a violation.

Councilmember Ramswell noted that those spaces should be determined according to the application that was presented and approved by the City.

The City Manager replied affirmatively; adding that if the application was for 4 bedroom house, the number of parking spaces required for a 4 bedroom house would be posted on the sign.

The Mayor stated that the homeowner or registrar, not the City, should be responsible for the signage.

The City Manager replied affirmatively; stating they have already established in the application process they would have 7 days in which to put up the proper signage; otherwise, it would be a code violation.

According to Councilmember Overdier, he does not think this would not make code enforcement's job any easier. If there is a no parking sign and someone parked in that area, they should be ticketed. He does not see any difference whether or not the allowable number of parking spaces is on the sign.

The City Manager stated they currently issue ticket for the illegal parking. It was the task force's contention that people were putting more parking on their property than what is allowable.

Mr. Craul stated that a driveway might park 4 cars; but, in the middle of the night, there would be pavers put in creating more parking for 8 cars. In this instance, the sign should indicate the number of parking spaces allowed is 4 and not 8.

Councilmember Dixon explained that rental homes basically fill up the area with brick pavers to create more parking spaces. The spaces should be 100% solely on the property itself and not on the right-of-way. The sign should indicate the number of allowable parking spaces, and if that is exceeded, then there is obviously a violation. He would also want to see a phone number on these signs for someone to report a violation before they start towing vehicles.

Councilmember Marler noted they have a sign ordinance which they may have to modify if they add some provisions to it. He agrees with putting the number of allowable parking spaces on the sign to avoid the rental property from arguing with code enforcement officers or the Sheriff's deputy with regards to the parking limit. They already require a phone number and a one hour response time from the property manager.

The City Manager noted they have made some adjustments based on the first set of adopted recommendations. They are requiring the owner or Management Company to include a phone number for a responsible person and whose house or office is within 30 miles from the property.

Councilmember Braden wants to know the penalty for failure to respond within the required time.

The Community Development Director Jennifer Bryla replied it would go for code enforcement fines.

Councilmember Ramswell asked what other information on the sign is suggested besides the name and the number of parking spaces.

Ms. Bryla noted the Council is in the middle of adopting the short term rental ordinance incorporating the first group of suggestions approved by the Council. Included in this ordinance are the management company and the responsible party's phone number (available 24/7) and distance from the property.

Ms. Patti Brown stated the reason for the signage was the City Manager was very concern about enforcement; that the City would need an army of code enforcement in order to determine the number of required parking spaces and occupants. This signage is very successful at Salt Lake Tahoe. It has all the required information for code enforcement to determine if the code is being violated. There are not enough code enforcement officers available to respond which is why they are constantly calling and sending pictures to the City.

Councilmember Overdier still feels having a 4 or 6 parking spaces on the sign would prevent anyone from parking illegally.

Ms. Brown noted the process works for both Rosemary Beach and Seaside. They inform the people when they come of the required number of parking spaces. They provide their guest a card with a phone number for the person who can store their cars for them; adding that this process should also work for Destin.

At this time, the City Manager announced they will take the information from tonight's discussion, garner consensus from the Council and then bring back a report from this meeting and bring it back to Council for approval; adding they will not write an ordinance until directed by the Council.

Recommendation #4: The City explores off-site paid parking convenient to south of Hwy 98 heavily tourist areas.

Councilmember Marler noted they have a lot of oppositions from many permanent home owners.

Councilmember Dixon stated that he would not support spending any of the City's money (TDC, ad valorem, etc.) to purchase land for off-site parking as he believes this is the responsibility of the rental home owners.

The City Manager stated there is potential consensus on recommendation #3, but not on recommendation #4.

Wedding/Commercial Venues

Recommendation #5: STRs cannot be used as event houses for commercial activity in residential neighborhoods

Councilmember Morgan stated that he supports this recommendation. He has a restaurant in Holiday Isle and 7 or 8 times a year; his parking lot would fill up with cars and then a bus from the short term rental companies would be picking people up from his parking lot to the wedding location. There is no way they could have an event for a hundred people in a short term rental and be able to park them without burdening their neighbors.

Recommendation #6: Any new special event policy must apply equally to STR and SF residential houses in any residential neighborhood

Councilmember Morgan noted he has attended approximately 5 weddings in a Bay Estate homes, including his brother's wedding at his grandmother's house; and that he does not feel it would be right for them to tell his younger sister she cannot get married in her grandmother's house as well. He stated there should be a way to impose special event restrictions for event houses at short term rentals and still allow weddings in single family neighborhoods.

Councilmember Destin stated that weddings at short term rental houses are a business. A similar restriction should not apply to a single family residence that is homesteaded.

The City Manager explained that the idea of a special event policy was actually for more control of recommendation #5. Events houses for commercial activity was something that members of the Task Force felt very strongly that should not exist in a residential neighborhoods. With the definition that an event house is a commercial entity, they could eradicate that. However, the discussions focused around how to differentiate a family that is renting and they decide to have a family wedding on vacation. What they are doing now is based on intensity and frequency. For example, if a rental home is having 5 large weddings throughout an entire summer, it is considered a commercial activity at an event house. The Task Force recommends creating a special event policy where a permit would be necessary for certain types of events; however, the desire was for everyone to be treated the same and held to the same standard.

Councilmember Destin maintains that as with the tree ordinance, homesteaded properties should not be burdened with this type of regulation.

Councilmember Dixon stated if they try to eliminate weddings or special events from places like Crystal Beach or Holiday Isle, having a homestead exemption would not work. Someone with a homestead exemption can offer up their house for wedding.

Councilmember Destin noted it would be a homestead fraud if a person claims homestead exemption and then ran a business at their home.

The City Attorney clarifies that if half of the property is being used as a commercial wedding venue, they would be committing fraud if they do not inform the Tax Collector's Office.

Councilmember Ramswell noted that in November 2017, the City's Land Use Attorney rendered an opinion and sent it out to staff and on commercial weddings and residential zoning; explicitly stating

that the provision of the LDC is violated if a building structure or land is used for commercial weddings in a district that prohibits all non-residential uses. It covers much of the territory that the homestead exemption would not cover.

The City Manager noted they have been enforcing this rule, but it goes back to proving commercial activity; which is based on intensity and frequency as described earlier. They bring these issues to the Special Magistrate for a ruling.

Ms. Patti Brown noted that task force members were trying to reach a compromise with their recommendation that full time residents and short term renters be held to the same restrictions. She personally does not believe full-time residents should be held to the same restriction as short-term renters. She stated that Rosemary Beach and Seaside do not allow any weddings; instead they direct all weddings to a house called White Point. Commercial events are also not allowed to be held in these houses. She also mentioned there is a Florida county that allows the owner of a short-term rental home to conduct a wedding; however, house guests are not allowed to do so. There are other municipalities that effectively written an ordinance banning commercial weddings at short-term rentals. She added that Destin already has this regulation on the books; it just needs to be enforced.

The Mayor asked whether the task force's recommendation is to ban weddings at short-term rental homes or for the City to write a policy that makes a distinction on how everyone is treated.

The City Manager suggests they do not single out one particular commercial industry.

The Mayor suggests using the words "special events" instead of "weddings" as they prepare an ordinance for the Council to consider and making a clear distinction between events and home or personal use; and between short-term rental facility and full-time residence.

Recommendation #7: The City prohibits STR owners/management companies and agents from advertising commercial activities or commercial events on property that is prohibited by City Code of Ordinances/Land Development Code.

According to the City Manager, this recommendation helps the City in identifying illegal properties. It is more easily identifiable if they prohibit short-term rental owners/management companies and agents from advertising commercial activities or events. They could then send them a notice of violation advising them that commercial activity is not allowed at their property and they should cease and desist at that point; otherwise, they would be brought before the City's Special Magistrate. She continued as soon as the City is notified while these commercial activities are occurring they could send a code enforcement officer at that particular site to document the event. She added once a warning is given and they continue to conduct these commercial activities, it is not considered a first offense but actually a continued offense, which would allow the City to bring them before the Special Magistrate quicker and increase the penalties.

Councilmember Marler stated that he supports this recommendation because there is a large home next to the City park at Crystal Beach that has been advertising weddings on the beach for quite some time. He also noted that if they support recommendations #5 and #6, then they pretty much support #7.

The Mayor asked if the task force has discussed allowing a commercial wedding at a short-term rental home under certain circumstances.

Mr. Craul stated that he agrees with Councilmember Destin's recommendation that full-time residents should be allowed to conduct weddings at their homes. He stated that the task force wants to

prohibit short-term rental owners/management companies and agents from advertising commercial activities or events at short-term rental facilities. However, once the ban has been issued, they would want to go ahead and allow weddings that have already been advertised and with plans already been made, to be conducted because they do not want to ruin anybody's wedding plans. He further stated if a small group of people wants to schedule a fishing trip and have small gatherings at night to barbecue the fish, they are welcome to do so. However, they would need to draw the line when catering trucks start showing up.

The Mayor suggests including a grace period in the ordinance if this recommendation is approved.

Mr. Craul suggests advising everybody to register weddings that have already been scheduled to avoid a mass scheduling of weddings in order to beat the deadline.

The Mayor remarked they have a density problem; and that the new short-term rental industry has played a big part in creating this problem. He added that wedding or a special event is part of the density.

Recommendation #8: No commercial activities shall be allowed in residential neighborhood. Special events that are no more than 2 times per year; and those in excess of occupancy are not overnight guests, are allowed without a permit. Events that are more than 2 times, but not more than 3 times, the occupancy, and those that are in excess of occupancy are not overnight guests, are allowed with a permit. Any events that will have more than 3 times the occupancy limit are not allowed; however, for lots greater than 7500 square feet, a permit can be achieved for events larger than 3 times the occupancy based on one person per every 200 square feet of property.

The City Manager noted this is tied to recommendation #6. There seemed to be a consensus that the Council is not necessarily in favor of establishing the special events permitting for residential as well as short-term rentals. The Council is more interested in no commercial activity with short-term rentals. This particular recommendation was more of a compromise to try to get down to the crux of the kind of special events that would be approved; to include the location and frequency.

The Mayor asked if the Council wants to stay with this consensus in terms of giving guidance to the staff. The Mayor announced there were no objections from the Council.

Councilmember Dixon noted that recommendations #8 and #9 are similar.

Recommendation #9: Restrict weddings to no more than 2 weddings per calendar year in any residential home in Destin, and prohibit any advertising on any public website that advertises weddings in a residential home without a disclaimer that weddings are limited to 2 per year; and under no circumstances shall any wedding with over 100 people in a residential house will be permitted

Registration

Recommendation #15: Short Term Rental registration and renewal requires exterior site sketch and interior building sketch by floor; require annual inspections to include compliance with Florida Building Code and life safety requirements, original development order and schematic sketches; and that inspections are the responsibility of property owner and are to be signed and sealed by a license, registered Building Inspector.

Councilmember Marler asked if there is a way to ensure everything complies with the code during a short term rental registration. He stated he is not sure how they could classify a house with many rooms and bunk beds as a single family residence. He continued if it is being advertised that a house can accommodate 20 people, the Building Inspector should be allowed to inspect so find out if any

modifications has been done to the property. He further stated that the Emerald Grande is inspected all the time for fire codes and other types of inspections, and it should also apply to short term rentals.

According to the City Manager, staff agrees that short-term rentals need to be inspected annually, and part of it is to require them to provide site plan of exterior and interior of the building; however, to actually go in and physically inspect the facility is a challenge. They currently have approximately 1600 short term rentals and the City has 2 ½ building inspectors. There have been some suggestions made to require sprinkler systems for structures that have 3 stories or more; in which case they could possibly create an interlocal agreement with the fire district to conduct an annual inspection of the sprinkler system. She continued that an alternate suggestion as part of the application process was to require the registrant to get their own building inspection to be conducted by a licensed professional building inspector. The City would then match it with the original certificate of occupancy for the property. If it does not match with the original certificate of occupancy, they will know they have an illegal buildout which would then give the City the opportunity to go through the remedial process.

According to Councilmember Dixon, the fire department does not inspect single-family dwellings. He also stated that with regards to inspections, he would guess that about 50% of short term rentals have changed since they have gotten their certificate of occupancy by adding bedrooms or walk-in closets; and that these houses are probably designed to allow these types of renovations. He continued he is not sure what to do with hundreds of homes that fall under this category; adding there is no mechanism for the fire department to be able to inspect all these homes. They would need to rely on whomever these properties hire to certify the safety of these homes. However, the life safety systems are not available in short-term rental homes as they are in condominiums and hotels. He added that the City does not have the manpower to perform annual inspections.

The City Manager asked how the Council feels about third party inspections, similar to sealed engineering drawings, and requiring short term rentals to submit something along those lines.

Councilmember Dixon stated he would agree to it if the City can provide a list of licensed building inspectors and home inspectors that can be used to meet the criteria.

Councilmember Morgan asked if the fire district has the manpower to enter into an interlocal agreement with the City regarding this issue.

Councilmember Dixon noted that the fire department only has 2 full time inspectors who could barely perform the inspections required by State statutes.

The Mayor commented they need to develop a regulation that encourages people to register their business. If they make it too complex and demanding, they would end up with more legal operators in the City.

Councilmember Ramswell noted that the City's Comprehensive Plan and Land Development Code define boarding houses as having 6-24 people and hotels having 25-plus people. There are short term rental homes being advertised that can sleep 44 people or more. She stated that hotels are required to have fire safety inspections. She added it is another reason why they should limit occupancy.

Mr. Craul noted that Chapter 509 of Florida statutes requires all lodging and food service establishments to have fire safety inspections; and that it also includes other set of rules to follow to be a certified lodging facility. He continued they do not want to have to deal with a major catastrophe before requiring lodging facilities to abide by these rules.

Councilmember Overdier asked if an inspector hired by a short term rental company to inspect the homes creates a diagram of the floor plan or if they would also need to hire an architect to create it.

According to the City Manager, it is part of the registration criteria staff is recommending to Council. The rental company could just do a layman's drawing of the interior and exterior of the home, and the City would match it with the original certificate of occupancy. The third party inspector would be the one to confirm that the interior matches the sketch.

Councilmember Ramswell asked if they could add into the registration form that short term rentals are subject to random inspections by the City.

According to the City Attorney, there is a case study that came in the last couple of years that prohibits this practice; adding that the fire department can conduct the inspection for life safety purpose.

Mr. Tim Taylor noted that all the properties on their management program are registered with the Division of Hotels and Restaurant and are in compliance with Chapter 509; adding that all their properties come through fire safety inspections and are subject to random inspections. He stated that watching Councilmember Ramswell's presentation, he could see why anybody in the fire safety business would be concerned.

Also, according to Mr. Taylor, every resident in Walton County gets a free garbage pick-up since they pay an extra penny sales tax; and that there is a twice a week pick-up. The Waste Management model is based on people living in their home and know when to take the cans out and bring them back. It was never intended for people who rent out their property. He suggests that when a property registers with the City, the City ought to require the owner to remove the garbage from the premises on the day of checkout and not rely on the twice a week pick-up.

Councilmember Destin asked if the City Manager has a clear idea as to what the Council may be interested in adding to the life safety requirements.

The City Manager replied there seems to be a consensus for recommendation #15 as long as they provided a list of licensed building inspectors and home inspectors that can be used to meet those criteria. She continued they did not get any sense of additional life safety requirements that are not already in the building code.

Councilmember Destin stated the City needs to take immediate action since they allowed all these huge commercial buildings and place them under the umbrella of being single family residences, such as those buildings on Shirah Street. He continued if one of them catches on fire, there will be about 50 people, including children that will be in danger. The City would then have to explain why they allowed it to happen. The City should consider adding to the criteria for short-term rental registration a few basic life safety issues such as smoke detectors, fire extinguishers and an evacuation plan on every floor.

The City Manager stated they could add into the registration a few basic life safety criteria such as smoke detectors, fire extinguishers and an evacuation plan on every floor. She also stated that as they move into the occupancy issue, it might be helpful to have a dividing line between what is a short-term vacation rental based upon occupancy and what then becomes a lodging establishment. If they could adequately define some of these mini-hotels as lodging establishments, they would have no problem regulating them. The problem is that there are these very large structures that are classified as vacation rentals.

Councilmember Ramswell stated that he Bread and Breakfast are based on 5-24 people and the hotels are 25-plus people; and so any of these single-family residential homes that are being rented with 25 people are really classified by their own code as a hotel.

The City Manager stated it is in the code but they are not specifically classified as such.

The Mayor suggests looking at a cut-off or a tiered system of accountability depending on the number of occupants.

The City Manager stated that as they go to occupancy, and the occupancy per bedroom plus additional persons, it is going to solve some of these issues. If they have occupancy based on the number of bedrooms, anything above and beyond that would have to be considered a lodging establishment.

Councilmember Braden stated they do not want to create a perception they are trying to accommodate having 30 to 50 people living in a home in a single-family residential neighborhood.

Councilmember Dixon wants to know what would happen if they declare a home to be a hotel but it is in a wrong zoning area.

The City Manager replied it would go straight to the Special Magistrate process.

Occupancy

Recommendation #16: Two persons per bedroom plus 2 additional persons only

The Mayor stated this is one of the biggest issues facing them. He has read 4 different county and 2 different city ordinances that are relatively new that dealt with this difficult situation in a very direct way and survive a couple of injunctions.

The City Manager explained that the 2 persons per bedroom plus 2 as recommended by the Task Force means two adults per bedroom and two additional adults in the house. She continued there were a lot of discussions among the members of the Task Force as to what to classify as an adult. It was suggested that anyone under the age of 16 or children not eligible to drive should not count as an adult. She added this recommendation did not receive a unanimous vote.

Councilmember Ramswell noted that the task force member who cast the dissenting vote came up to her during the break stating he would be satisfied with the 2 persons per bedroom plus 2 provided as long as they do not count children that are not eligible to drive.

Councilmember Braden asked what was working for the jurisdictions the Mayor spoke about at the beginning of their discussion about this particular topic.

The Mayor stated that Flagler County approved occupancy of 2 persons per bedroom plus 2, with a maximum of 16 people in any unit for one year, and then reduced it to a maximum of 10 people. They were immediately sued and an injunction placed on them. Flagler County won the injunction but the litigation is not over.

Councilmember Morgan asked if anyone knows of any community that base occupancy on square footage.

The Mayor stated some of the ordinances he read based occupancy on square footage; such as, one person per 100 square feet of space or one person per 150 square feet of space.

Councilmember Morgan asked if occupancy is based on the number of bedrooms whether it would be based on the original plans or the converted bedrooms.

The City Manager replied it would be based on the original certificate of occupancy, not on the conversions.

Councilmember Morgan stated he agrees with occupancy restriction, but he believes it is very difficult to enforce as he does not expect code enforcement officers to be knocking on doors and asking for birth certificates or other identifications. He added he does not want to pass any regulations that would be a burden to staff or that are not enforceable.

Ms. Bryla stated that one way to determine if occupancy is being exceed is to look at the number of cars parked in the driveway.

Councilmember Morgan wants staff to explain how certain regulations would be enforced when they bring them back in ordinance form.

The City Manager suggests putting restrictions on what could be advertised on the website. If they are allowed 10 people, then they should only be allowed to advertise 10 people or it becomes a violation.

Ms. Patti Brown stated that the issue of occupancy was a very complicated subject for the task force; and that there were some heated discussions about it. She stated that Rosemary Beach and Seaside count all persons over 3 years old as occupants. Some of the other jurisdictions throughout Florida counted everybody from one day old. She also stated that 6 year old children would probably be with their parents most of the time, but 12 year old children would most like be out on the street at night and therefore should be counted as an adult. She further stated that 5 of the 7 people on the task force supported the occupancy limit and to count people that are able to leave the house and cause issues.

The Mayor noted they have passed the 3-hour limit they have established at the beginning of this meeting. They have heard from a lot of people. They would have more opportunity during first and second of the ordinance to share their thoughts on this matter. He also believes each member of the Council expressed their message loud and clear and he looks forward to seeing some ordinances that would restore order back in the community.

The City Manager asked if the Council wants staff to bring back the recommended occupancy of two persons per bedroom plus 2 additional persons for further discussions.

The Mayor stated there seemed to be a consensus to bring it back for discussion.

The City Manager stated they would bring back the recommended occupancy of two persons per bedroom plus 2 additional persons with the understanding there would be more discussions about it.

The Mayor stated there are people that do not agree with that occupancy standard; but, they will have a chance to speak again and present arguments towards it, and may be recommend some solutions.

V. ADJOURN

ADJOURNMENT

Having no further business at this time, the meeting was adjourned at 8:33 PM.

ADOPTED THIS 6TH DAY OF AUGUST 2018
By:

Gary Jarvis, Mayor

ATTEST:

Rey Bailey, City Clerk

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018**TYPE OF AGENDA ITEM:** Special Presentation

TO: City Council

THRU: Carisse LeJeune, City Manager

FROM: David Campbell, Public Services Director

DATE: July 27, 2018

SUBJECT: Presentation by Structured Parking Solutions, LLC

I. BACKGROUND: The Harbor area, a multi-modal district, is the center of Destin's tourist industry as well as its local fishing history and industry. This area continues to be a growing concentration of retail, restaurant, business, boating and fishing activity within the City. In 2012 the City constructed a \$1.6 million Harbor Boardwalk along the north shore of the Destin Harbor providing pedestrian connectivity to 14 properties for a distance of ½ mile. The addition of the Boardwalk has improved the desirability of the area for both visitors and residents and has contributed to the parking deficiency in the area.

II. DISCUSSION: In April 2018 the City of Destin sought proposals for a Public-Private Partnership for the development of a multi-level parking garage on one or both City-owned properties in the Harbor District. The solicitation requested proposals from development teams which have proven experience in public-private developments, and have the financial resources and professional expertise to deliver the highest quality and economically feasible project. The project scope encouraged the proposer to be innovative when offering solutions to the parking/transportation challenges facing the Harbor area. One (1) proposal was received from Structured Parking Solutions, LLC and reviewed by the Bid Committee where it was unanimously recommended for a presentation to City Council.

A. Link to Strategic Goals / Objectives: 3.A.1 - Increase and optimize harbor area parking; explore city parking regulations & requirements; explore pay to park

B. Effect on Budget (EOB): No effect on budget at this time.

C. Level of Service (LOS): No effect on the LOS at this time.

III. CONCLUSION: This is an opportunity for the City to enter into an agreement with the selected firm to develop and implement strategies to address the harbor area parking/transportation deficiencies.

IV. RECOMMENDED MOTION: None

Attachments:

1. RFP 18-09-PS Public Private Partnership Parking Improvements Proposal



Response Package for City of Destin, Florida

RFP 18-09-PS Public Private Partnership
Parking Improvements

June 7, 2018

Structured Parking Solutions

Pensacola, Florida

Greg Darden – Director of Business
Development

(334) 319-3142

G.Darden@StructuredParkingSolutions.com



June 7, 2018

Rey Bailey, City Clerk
City of Destin, FL
4200 Indian Bayou Trail
Destin, Florida 32541

RE: **RFP 18-09-PS Public-Private Partnership Parking Improvements**

Dear Rey Bailey,

Structured Parking Solutions (SPS) is pleased to present our response to your solicitation seeking a private-public-partnership for parking improvements for the area around the Harbor District and Boardwalk areas.

SPS has experience building and managing teams to solve for complex parking and transportation problems like those outlined in your solicitation. For this project we have assembled the same team we've used on similar projects. Having a team with past working experience speaks towards our united success and assure the City our team has proven integration skills and works well together.

The team includes SPS as the team leader, lead designer, AOR, EOR, development director, and primary contact to the City. SPS is a leader in providing world-class parking design and development services. SPS resides on many national boards and committees which have created standard practices for the design, development, and maintenance of garages. Our in-depth knowledge of parking systems and garages allows SPS to solve for complex parking needs in an economical manor while minimizing ongoing maintenance and operational costs. Depending on financing requirements approved by the City, SPS is prepared to provide for financing through several options.

Our team includes Volkert Engineering, one of the most prestigious civil engineering and TDM firms in the region. Volkert will provide their knowledge of Transportation Demand Management engineering practices to assure we address all transportation concerns including but not limited to traffic, intersections, signals, pedestrian ways, way-finding signage, and many other mobility issues. Having Volkert on our team assures the City we will properly address the many mobility and safety concerns plaguing this highly utilized and traffic prone area.

Our team includes Lord & Son Construction. SPS and Lord & Son have successfully worked on other garage projects and are currently teamed on two other projects requiring garages. Lord & Son is local to the region which will improve subcontractor relations, keep construction dollars in the local economy, and assure no shortages of labor for this project.

Lanier Parking is our parking and shuttle operator and maintenance provider. SPS has worked with Lanier on many other projects. Lanier is a regional parking operator collecting over \$200MM in annual parking receipts for their

comprehensive & custom-tailored parking solutions

clients. Lanier brings vast knowledge, expertise, and credibility to the team through their world-class operational programs. Collectively, Lanier and SPS believe community and stakeholder acceptance is gained through open-honest communication and education of parking practices. Together we'll provide the City a successful community outreach program to assure public support of our endeavors.

Rounding out our team is Corporate Realty Development (CRD). CRD is a regional urban development company with awards for their development practices in Cities and downtown districts throughout the region. CRD has evaluated the properties and believes there are occupied uses that could be developed to benefit the city, community, and Harbor District. These developments may include combinations of retail, commercial, and multifamily with a potential for workforce housing. The goal is to meet demand needs for the area while providing economic benefits to the community and city.

We've provided preliminary design options and budgets for both properties outlined in the solicitation. We believe these parking projects should and can serve a greater purpose including creation of multimodal areas to promote park-and-ride and other alternate forms of transportation. Streetscapes around the projects will support past and current city actions to better the Harbor District.

Lastly, we've provided early approaches for the management and revenue generating opportunities for a holistic parking operational program for the Harbor District. Parking is a complex and constantly evolving item. SPS continues to stay at the forefront of parking practices, technologies, and materials. We believe our team is the best suited partner for the city and community to solve the mobility issues plaguing the area.

In close we'd like to remind the City that parking is typically the first and last experience individuals have when visiting a highly successful area like the Harbor District and Boardwalk. The public's experience with parking normally has a lasting impression. Don't trust that impression to a company or team that doesn't understand and accept those responsibilities.

We look forward to your questions and working with the city, stakeholders, and citizens of the area.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Darden". The signature is fluid and cursive, with the first name "Greg" being more prominent than the last name "Darden".

Greg Darden
Director of Business Development
Structured Parking Solutions, LLC



RESPONDENT QUALIFICATION STATEMENT

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

SUBMITTED TO: City of Destin
CITY CLERK'S OFFICE
4200 Indian Trail Bayou
Destin, Florida 32541
Telephone: (850) 837-4242

Check One

Submitted By:

Corporation

Name: STRUCTURED PARKING SOLUTIONS, LLC Partnership

Address: 21 SOUTH TARRAGONA STREET Individual

City, State, Zip: SUITE 102 PENSACOLA, FL. 32502 Other

Telephone No.: 850-438-7754

Fax No.: 850-438-7728

☒
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1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Respondent is:

STRUCTURED PARKING SOLUTIONS, LLC

The address of the principal place of business is:

21 SOUTH TARRAGONA STREET, SUITE 102
PENSACOLA, FL. 32502

2. If Respondent is a corporation, answer the following:

a. Date of Incorporation: 2010

b. State of Incorporation: FLORIDA

c. President's name: ADRIAN LOVELL

d. Vice President's name: ED CARSON

e. Secretary's name: JOHN TICE

f. Treasurer's name: ED CARSON

g. Name and address of Resident Agent: BEGGS & LANE, A REGISTERED LLP
501 COMMENDENCIA STREET
PENSACOLA, FL. 32502

3. If Respondent is an individual or a partnership, answer the following:

a. Date of organization: N/A

b. Name, address and ownership units of all partners:

N/A

c. State whether general or limited partnership: N/A

4. If Respondent is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:

N/A

5. If Respondent is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

N/A

6. How many years has your organization been in business under its present business name?

8

Under what other former names has your organization operated?

N/A

7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Bid. Please attach certificate of competency and/or state registration.

(*) SEE SUPPLEMENT SHEET AT END OF DOCUMENT

8. Have you ever failed to complete any work awarded to you? If so, state when, where and why:

NO

9. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary)

(*) SEE SUPPLEMENT SHEET AT END OF DOCUMENT

10. State the name of the individual who will have personal supervision of the work:
NATE GRACHAN

11. State the name and address of attorney, if any, for the business of the Respondent:
WILLIAM MITCHEM
BEGGS & LANE, LLP

501 COMMENDENCIA STREET, PENSACOLA FL. 32502

12. State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the Respondent's business and indicate the percentage owned of each such business and/or individual:

ADRIAN LOVELL

ED CARSON

John TICE

13. State the names, addresses, and the type of business of all firms that are partially or wholly owned by Respondent:

(*) SEE SUPPLEMENT SHEET AT END OF DOCUMENT

14. Bank References:

Bank	Address	Telephone
COASTAL BANK & TRUST	125 WEST ROMANA STREET, SUITE 102	
	PENSACOLA, FL. 32502	
	850-436-4762	(ALAN NICKELSEN)

15. What will be your turnaround time for written responses to City inquiries?
TWO BUSINESS DAYS OR LESS

16. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Respondent, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description, the disposition of each such petition.

N/A - (NONE)

17. List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Respondent or its predecessor organization(s) during the last five (5) years. The list shall include all case names, case arbitration or hearing identification numbers, the name of the project which the dispute arose, and a description of the subject matter of the dispute.

N/A - (NONE)

18. List and describe all criminal proceedings or hearings concerning business related offenses to which the Respondent, its principals or officers or predecessors' organization(s) were defendants.

N/A - (NONE)

19. Has the Respondent, its principals, officers or predecessors' organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

NO

The Respondent acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by owner in awarding the contract and such information is warranted by Respondent to be true. The discovery of any omission or misstatement that materially affects the Respondent's qualifications to perform under the contract shall cause the owner to reject the Response, and if after the award, to cancel and terminate the award and/or contract.

(Signed)

(Title)

DIRECTOR OF BUSINESS DEVELOPMENT

Subscribed and sworn to before me

This _____ day of _____, 20 _____

Notary Public (Signature)

My Commission Expires: _____

17. List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Respondent or its predecessor organization(s) during the last five (5) years. The list shall include all case names, case arbitration or hearing identification numbers, the name of the project which the dispute arose, and a description of the subject matter of the dispute.

N/A - (NONE)

18. List and describe all criminal proceedings or hearings concerning business related offenses to which the Respondent, its principals or officers or predecessors' organization(s) were defendants.

N/A - (NONE)

19. Has the Respondent, its principals, officers or predecessors' organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

NO

The Respondent acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by owner in awarding the contract and such information is warranted by Respondent to be true. The discovery of any omission or misstatement that materially affects the Respondent's qualifications to perform under the contract shall cause the owner to reject the Response, and if after the award, to cancel and terminate the award and/or contract.

(Signed) _____

(Title) _____

Subscribed and sworn to before me

This _____ day of _____, 20 _____

Notary Public (Signature)

My Commission Expires: _____

Tab 1. Qualifications, Experience, & Performance

Structured Parking Solutions (SPS) is a parking design and development company with experience assembling and managing teams to solve complex parking and transportation needs. Often our teams are also challenged with providing ancillary uses (retail, commercial, and/or multifamily developments) to coincide with our parking developments. As we studied the requirements and needs for this project, it was apparent the successful team would be required to provide various degrees of ancillary uses. These uses will serve to meet code requirements for ground level occupancies in garages fronting major streets and to provide economic benefits to the City through increased tax revenue and other civic improvements. To meet these important requirements, we've included Corporate Realty Development (CRD) as one of our Lead Team Participants. CRD is a highly successful urban development company, specializing in retail, commercial, multifamily, and workforce housing developments (CRD is further discussed and explained in this document). SPS and CRD have teamed on many projects and have an excellent working relationship.



As our approach and masterplans are reviewed, the City will understand we have purposely divided our team into two primary development components, one for parking and one for ancillary uses. This process removes legal, cost, and liability issues from the City and the at-risk ancillary developments. CRD will be the responsible party for the ancillary use developments while SPS will work directly with the City on all parking, transportation, and infrastructure development needs. SPS will provide oversight for all project developments to assure the City has no additional costs or burdens placed on parking, transportation, or infrastructure improvements from any ancillary use developments. SPS will be the primary contact and Lead Team member for the City.

At this time SPS has elected to identify the following Primary Team Participants. Once selected by the City, SPS will work with the City to infill additional team participants as required.

Structured Parking Solutions, (SPS) will be the overall team leader and parking developer. SPS and its parent companies (Bullock Tice Architecture, PTAC Engineering, Carson Lovell Development, and Carson Construction) will provide parking garage architecture, structural engineering, development services, and serve as overall project manager for all developments.



Corporate Realty Development, (CRD) will provide and oversee all ancillary use developments. These developments will provide for their own and separate financing and operational needs. The ancillary use developments will not create any liabilities or obligations against the City.

Lord & Sons Construction will be the project general contractor.

Volkert Engineering will provide civil engineering, geotech, surveying, and serve as our Team's transportation demand management engineer (TDM). Volkert is an accomplished TDM engineering

company and will provide parking and transit evaluations and recommendations, way-finding program needs, pedestrian & shuttle programming, signaling & road improvement consulting, and many other transit-oriented engineering services.

Citizen Parking Corporation and their subsidiary Lanier Parking will provide any required parking management, operations, and maintenance services.

Beggs & Lane, LLP will provide team legal services

MVP REIT and/or Coastal Bank are likely financial partners for this project's parking and infrastructure developments, but final determination of our Team's financial partners and approach cannot be determined without additional input from the City.

These Team participants, their qualifications, and experience are detailed under Tab #2.

(Respondent Qualifications Statement starts on next page)

**Respondent Qualifications Statement
Supplemental Information Sheet**

7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Bid. Please attach certificate of competency and/or state registration.

Structured Parking Solutions (Primary/Lead Team Member) Licenses and Registrations –

- Business License #667589
- Federal Tax ID 272-345-693
- DUNS # 96-336-7870
- Florida Corporate Filing below

2018 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT

DOCUMENT# L10000010364

Entity Name: STRUCTURED PARKING SOLUTIONS, LLC

Current Principal Place of Business:

21 S. TARRAGONA STREET
SUITE 102
PENSACOLA, FL 32502

Current Mailing Address:

21 S. TARRAGONA STREET
SUITE 102
PENSACOLA, FL 32502

FEI Number: 27-2345693

Certificate of Status Desired: Yes

Name and Address of Current Registered Agent:

BEGGS & LANE, A REGISTERED LLP
501 COMMENDENCIA STREET
PENSACOLA, FL 32502 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Authorized Person(s) Detail :

Title	MGRM	Title	MGRM
Name	TICE, JOHN PJR	Name	LOVELL, WILLIAM A
Address	909 E CERVANTES STREET SUITE B	Address	21 S TARRAGONA STREET SUITE 102
City-State-Zip:	PENSACOLA FL 32501	City-State-Zip:	PENSACOLA FL 32502
Title	MGRM		
Name	CARSON, JOSEPH EIV		
Address	21 S TARRAGONA STREET SUITE 102		
City-State-Zip:	PENSACOLA FL 32502		

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath, that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes, and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: WILLIAM A. LOVELL JR

MGRM

02/01/2018

Electronic Signature of Signing Authorized Person(s) Detail

Date

Corporate Realty Development Business/Corporate Licenses Registration

5/23/2018

Business Entity Records | Alabama Secretary of State



Alabama Secretary of State



Corporate Realty Development, L.L.C.	
Entity ID Number	676 - 029
Entity Type	Domestic Limited Liability Company
Principal Address	BIRMINGHAM, AL
Principal Mailing Address	Not Provided
Status	Exists
Place of Formation	Jefferson County
Formation Date	5-18-2001
Registered Agent Name	SIMON, ROBERT A
Registered Office Street Address	101 25TH STREET NORTH, SUITE 105 BIRMINGHAM, AL 35203
Registered Office Mailing Address	101 25TH STREET NORTH, SUITE 105 BIRMINGHAM, AL 35203
Nature of Business	REAL ESTATE
Capital Authorized	
Capital Paid In	
Members	
Member Name	GOLDEN, GEOFFREY S
Member Street Address	Not Provided
Member Mailing Address	Not Provided
Member Name	SIMON, ROBERT A
Member Street Address	Not Provided
Member Mailing Address	Not Provided
Member Name	GIATTINA, BRIAN G
Member Street Address	Not Provided
Member Mailing Address	Not Provided
Member Name	GIATTINA, CHRISTOPHER A
Member Street Address	Not Provided
Member Mailing Address	Not Provided
Transactions	
Transaction Date	1-2-2009
Registered Agent Changed From	GOLDEN, GEOFFREY S 2213 MORRIS AVE STE 200 BIRMINGHAM, AL 35203
Corporate Realty Development, L.L.C.	
Registered Agent Changed From	SIMON, ROBERT A 1904 FIRST AVE N STE 300 BIRMINGHAM, AL 35203

Lord & Sons Contractor Licenses

RICK SCOTT, GOVERNOR

KEN LAWSON, SECRETARY

STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION CONSTRUCTION INDUSTRY LICENSING BOARD	
LICENSE NUMBER	
CGC057094	
The GENERAL CONTRACTOR Named below IS CERTIFIED Under the provisions of Chapter 489 FS. Expiration date: AUG 31, 2018	
LORD, LEVEN DREW II LORD & SON CONSTRUCTION INC 19 DAVID ST FORT WALTON BEACH FL 32547	
	
	
ISSUED: 08/14/2016	SEQ # L1608140003812

DISPLAY AS REQUIRED BY LAW

State of Florida

Department of State

I certify from the records of this office that VOLKERT, INC. is an Alabama corporation authorized to transact business in the State of Florida, qualified on December 15, 1986.

The document number of this corporation is P13159.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on February 19, 2018, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Nineteenth day of February,
2018*



Ken Detjen
Secretary of State

Tracking Number: CC9840456059

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Citizens - Lanier Business/Corporate Licenses Registration



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

Detail by Entity Name

Foreign Profit Corporation
LANIER PARKING HOLDINGS, INC.

Filing Information

Document Number F13000001035
FEI/EIN Number 90-0084634
Date Filed 03/07/2013
State GA
Status ACTIVE

Principal Address

233 PEACHTREE ST NE
2600 HARRIS TOWER
SUITE 2600
ATLANTA, GA 30303

Changed: 04/30/2014

Mailing Address

233 PEACHTREE ST NE
2600 HARRIS TOWER
SUITE 2600
ATLANTA, GA 30303

Changed: 04/30/2014

Registered Agent Name & Address

NRAI SERVICES, INC
1200 South Pine Island Road
Plantation, FL 33324

Officer/Director Detail

Name & Address

Title CHAIRMAN, DIRECTOR

SKILLETT, JERRY
233 PEACHTREE ST NE
2600 HARRIS TOWER
SUITE 2600
ATLANTA, GA 30303

Title Treasurer

QUINN, KAREN
233 PEACHTREE ST NE
2600 HARRIS TOWER
SUITE 2600
ATLANTA, GA 30303

Title President, CEO

EGHTEDARI, BIJAN
233 PEACHTREE ST NE
2600 HARRIS TOWER
SUITE 2600
ATLANTA, GA 30303

Title CFO

DUBAY, BRIAN
233 PEACHTREE ST NE
2600 HARRIS TOWER
SUITE 2600
ATLANTA, GA 30303

9. List the pertinent experience of the key individuals of your organization.

* See Tab #2 where we include detailed resumes (as requested) for Lead Team Participants

13. State the names, addresses, and the type of business of all firms that are partially or wholly owned by respondent.

Structured Parking Solutions, LLC (Team Respondent) does not own any other firms. Structured Parking Solutions has four parent companies which include

- Bullock Tice Architecture, 909 East Cervantes, Pensacola, FL 32501, Architectural Design Company
- PTAC Engineering, 21 S. Tarragona Street, Pensacola, FL 32502, Structural Engineering Company
- Carson Lovell Development, 21 S. Tarragona Street, Pensacola, FL 32502, Land Development Company
- Carson Construction, 21 S. Tarragona Street, Pensacola, FL, General Contractor and Manager

Tab 2. Operations & Project Approach – Demonstrated skill set, and innovative ideas that will be used to address the Scope of Work

Structured Parking Solutions (SPS) has experience building teams to meet the multifaceted and complex needs for parking and transportation systems. These needs may include any combination of consulting, master planning, design, construction/development, financing, operations, and maintenance services for parking and the ancillary use developments associated to the parking system. No single company can provide for all these services; therefore, the successful team relies on multiple companies to provide a holistic approach and array of specialized services to meet the project's collective needs.

For this project, SPS has organized the team, will lead the collective services of the team, and be the primary point of contact between the team and the City of Destin. However, it is likely the City may directly hold contracts between some of our team members for their respective services. We will negotiate final contractual obligations once selected by the City and a final Scopes of Services is approved.

At this stage, we have identified the following primary responsibilities/roles for the scope of services required by this solicitation. The companies meeting these responsibilities comprise our "Lead Team Participants":

- ✓ Parking design and Development Services – These services, accompanied with overall team leadership, will be provided for by Structured Parking Solutions.
- ✓ Ancillary Use Development Services (retail, commercial, multifamily, etc.) – These services, including financing, operations, and maintenance needs for the ancillary use developments, will be provided through a separate legal organization lead by Corporate Reality Development.
- ✓ General Contracting Services – These services will be provided by Lord & Sons Construction.
- ✓ Transportation Demand Management (TDM) Engineering, Civil Engineering, Geotechnical, and Survey Services – These services include all transportation planning and civil engineering needs and will be provided for by Volkert Engineering.
- ✓ Parking Management, Operations, and Maintenance Services – These services will be provided for by Lanier Parking (A Citizens Parking holdings)
- ✓ Financial Services – SPS has multiple means and partners for providing financial services for the parking developments identified in this solicitation. Each financial option is predicated on the needs and requirements of the project and our client (the City of Destin). It is difficult to identify which is the most appropriate financing option until we've been selected and able to directly consult with the City. This is discussed in greater detail

in Tab 3. (Ancillary use developments will be financed separately from the parking program and without any obligations or liabilities towards the City)

Once selected, SPS will infill additional supporting roles and notify the City.

a. Company Information

Structured Parking Solutions (SPS) – SPS provides architecturally appealing, innovative, efficient, functional, and practical parking design and development services through layout efficiency and structural engineering cost effectiveness. SPS accomplishes this with cooperation led by parking design experts and applying company, community, and client perspectives. SPS has four parent companies (Bullock Tice Architecture, PTAC Engineering, Carson Lovell Development, and Carson Construction) all located in Pensacola, Florida. SPS leverages the individual strengths and experience for parking design and development services from each of its parent companies. The collective experience and professionalism of SPS and its members is exemplified in over 250 parking structures designed/developed through SPS and its parent companies. SPS experience flows from design into construction and onwards into post-construction services. SPS professionals can provide and/or oversee design, development, construction, and post-construction activities for a seamless, successful project.



An SPS cornerstone function is being able to assemble financing sources for parking systems that can typically provide competitive financing while offsetting those costs between any combination of:

- Reasonable parking user fees
- TIF, BID, or other municipality approved tax programs
- Municipal subsidies, and other programs

SPS's holistic grouping of services provides the City with the confidence they are dealing with a single parking development entity with a proven track record.

SPS was conceptualized by the partners of its four parent companies and legally organized in 2010 as a Limited Liability Corporation to provide parking design and development services. Today SPS and its parent companies have over 100-employees and licensed in over 25-states.

Corporate Realty Development (CRD) - Corporate Realty is an experienced team of professionals offering cost efficient, time-saving, comprehensive commercial real estate solutions. The Corporate Realty companies have brokered more than 4.5 million



square feet (sf) of lease transactions, developed more than 2 million square feet, and currently manage more than 2.5 million sf throughout the Southeast. Although each business group specializes in assisting clients' specific needs, Corporate Realty offers the convenience and economy of multiple resources for any aspect of commercial real estate. Corporate Realty Associates provides tenant representation, leasing, acquisitions, dispositions, governmental incentives, investment sales, and consulting services. Corporate Realty Management provides

asset and facilities management for clients and investors, including financial budgeting and forecasting, expense control, risk management, and managed operational procedures.

Corporate Realty Development (CRD) will lead the development of the ancillary uses required by this project. CRD is primarily focused on the acquisition, development, and redevelopment of existing and new urban anchors such as sports facilities, amphitheaters, and urban parks, as well as office, retail, hospitality, and raw land in urban areas. CRD takes underutilized properties and assets, and builds a holistic, strategic vision around the development of the surrounding area.

CRD excels in public-private partnerships (P3), working closely with municipalities to create impactful projects that contribute to the greater good in the communities they serve. CRD believes that their properties should engender a unique sense of “place” and purpose in their communities, and, should help people and communities evolve and grow; they believe in the truly transformative power of real estate.

Established in in 2001 as a Corporation, Corporate Reality and its holdings employee over 30 development and supporting staff professionals.

Lord & Son Construction - Founded in 1975 in Fort Walton Beach, Florida by Leven and Gail Lord, Lord & Son Construction has been a constant fixture in the Northwest Florida Construction Industry since its beginning. Originally a company with only three employees, Lord & Son focused on small construction projects for local military bases. From the beginning Lord & Son has sought to exceed every client's expectations by delivering buildings of unwavering quality, on-time and on-budget. Lord & Son believes in treating people the way they would like to be treated and this outlook has been the primary reason the local community has treated Lord & Son so well. Since its humble beginnings, Lord & Son has evolved to become a full-service firm with over fifty employees capable of design/build and construction management services while serving everyone from private developers to restaurateurs to local and federal government.



Lord & Son has parking experience through its construction of multiple garages over the past decade for a wide array of clients. Lord & Son Construction constantly strives to stay on the cutting edge of construction practices, both in the actual construction of buildings and their management. Combining the use of modern construction materials and software to manage the construction process, Lord & Son provides efficient and superior services for the benefit of its clients. Lord & Son remains steadfast to the core values that the company began with in 1975 while seeking to evolve their practices with the ever-changing construction landscape.

Volkert Engineering (Volkert) - Volkert, Inc. is an employee-owned infrastructure engineering firm serving state and federal agencies, local and municipal governments, private industry and select international clients. Founded in 1925, Volkert (founded in Mobile, AL) has grown from a southeastern US regional engineering firm to include a national and global client base. The company ranks among the top 100 engineering firms in the United States—#87 overall and #62 among pure design firms in the “2018 Top 500 Design Firms” published by Engineering News-Record.



The firm’s staff of more than 1,000 includes planners, multi-disciplinary engineers, construction engineers, civil engineers, environmental specialists, program managers, construction managers, real estate specialists, transportation planners and engineers, and landscape architects. Volkert has won accolades and awards for their TDM roles by providing evaluations and designs to meet everchanging transportation needs. Volkert’s experience includes consulting and engineering services for hundreds of parking lots, garages, shuttle programs, and transportation systems.

With corporate offices in Mobile, Alabama, and Franklin, Tennessee, Volkert is active in 24 states and the District of Columbia, with experience and/or professional registrations throughout the United States.

Citizens / Lanier Parking - Lanier Parking is a member of the industry's most diverse family of parking brands. Organized in 2013, Citizens Parking is the leader in Branded Parking Services, with 5 brands, 8,000 employees, and 1,200 locations. The company has harnessed the power of its brands leveraging a collaborative culture to seize and capitalize on parking’s greatest opportunities.



With locations in cities throughout the United States, the Lanier branch of Citizens Parking is the corporate flagship with the experience, flexibility and financial strength to meet your specific parking management and operational goals. Lanier can assist with consulting, modification of existing facilities, parking management and operational needs, individualized leases, and financing for any parking or shuttle related service.

Truly special companies have a soul that focuses on the WHY of their business – the WHY of Lanier is our People. We believe that working in the parking industry is a noble career because it gives us the opportunity to serve others. Lanier doesn’t just serve our guests – we also serve our communities. Our guests are the lifeblood of our business. They’re also members of our communities. Our responsibility to serve those guests doesn’t end when we park their car. Lanier is committed to giving back to those who have helped make us successful. We’re proud to sponsor community events and support charitable organizations that impact our communities in the areas of underserved families, health and education. We encourage our employees to take an active role in their communities through charitable giving, volunteer work or whatever way feels right to them.

Shortly after its inception in 1989, Lanier Parking expanded to 35 properties in seven Southeastern cities. By the early 2000s, Lanier managed more than 275 properties in 16 cities.

Lanier has always emphasized hiring and training the right people to provide the highest level of customer service, as well as hiring from within. As a result, the company was included in the “2007 Inc. 5000” list of America’s fastest-growing private companies.

Over the years, Lanier added more services in parking management and beyond, including shuttles, valet, consulting, on-street parking privatization, mixed-use developments, and healthcare facilities.

Lanier is proud to have managed many high-profile special events, including the 2000 Democratic National Convention, the 2002 Salt Lake City Winter Olympics, the 2010 Vancouver Winter Olympics, and numerous PGA Championships. The company continues to manage large-scale events, handling all parking and transportation needs.

In 2000, Lanier was the first U.S. parking company to create an alternative transportation division, going beyond traditional parking management to promote alternative transportation solutions such as commuter programs, car and bike sharing, and other modes of transportation. This division also champions public/private partnerships that address transportation challenges, such as the Atlanta Streetcar project.

In 2014, Lanier closed on an equity investment from Antarctica Capital to accelerate the company’s growth and enable it to expand its geographic reach. As part of the transition, the company is now led by Jerry Skillett, a respected industry veteran with an extensive parking history.

“The people here are what make Lanier exceptional,” Skillett said. “I look forward to growing that tradition across the country.”

Today, Lanier Parking Solutions operates close to 400 locations, has more than 2,000 employees nationwide, and generates revenue under management of more than \$200 million.



b. & c. Experience and Qualifications on Other Infrastructure Projects and Public Parking Garages

SPS - The following projects are a partial listing of SPS garages where SPS members and professionals have provided consulting, design, and/or development services. These services include combinations of Architect of Record (lead architect), Engineer of Record (lead engineer), Specialty Engineering services, consulting, master planning, development services, and financing.

For all projects since 2014 SPS has maintained a system which utilizes five key individuals to oversee critical path functions of all SPS projects. These individuals have developed a seamless working relationship which creates oversight and controls for the successful delivery of SPS projects. These same individuals will be utilized on this project and delegate responsibilities to lower staff members as required, while providing collective oversight and maintaining client communications.

Greg Darden, developed the team and will handle initial development services/needs, assist in project financing, and develop operational controls and procedures with assistance from Lanier Parking.

Adrian Lovell, will oversee and assist in all project functions including design, development, and financing. Adrian will oversee and perform as the Lead Structural Engineer as was the case with most projects listed below.

Ed Carson, will assist in project development, construction management, financing, and post construction operational needs

Mike Richardson, will oversee project design with assistance from Adrian Lovell. Mike will also serve as the Architect of Record as has been the case for all SPS projects since 2010.

Nate Grachan, will become primary contact with the City and oversee day-to-day project management services. Nate has performed these services on all SPS projects since 2015.

As required, additional information for these individuals is included under item "f." of this tab.

A partial listing of past SPS projects followed by a description of current projects underway is included on the following pages:



Private Sector Parking Garages

Hampton Inn: Fairhope, AL
Seawind Condominiums: Gulf Shores, AL
Crystal Shores East Condominium: Gulf Shores, AL
Crystal Shores West Condominium: Gulf Shores, AL
Crystal Tower Condominium: Gulf Shores, AL
RSA Battle House: Mobile, AL
RSA: Montgomery, AL
Caribe II: Orange Beach, AL
Florida Altamonte Mall: Altamonte Springs, FL
Perimeter: Phoenix, AZ
Destin West: Destin, FL
Dunes of Crystal Beach: Destin, FL
Azure Condominium: Ft. Walton Beach, FL
Prudential Insurance: Jacksonville, FL
Fidelity National: Jacksonville, FL
Corporate Center Four: Orlando, FL
Ustler II: Orlando, FL
Village of Imagine: Orlando, FL
Palm Coast Harborside: Palm Harbor, FL
Gulf Crest: Panama City, FL
Treasure Isle Condominium: Panama City, FL
Boardwalk Beach Resort: Panama City Beach, FL
Pensacola Regional Airport: Pensacola, FL
Scenic Terrace Condominiums: Pensacola, FL
Hilton Tower: Pensacola Beach, FL
Shoppes of Veranda: Ponte Vedra, FL
Landmark at Doral: Miami, FL
Miami Herald: Miami, FL
Baptist Church: Romar Beach, FL
Citicorp: Tampa, FL
Hard Rock Casino: Tampa, FL
Atlantic Station R17: Atlanta, GA
IKEA: Atlanta, GA
Edgewood: Atlanta, GA
Lindmont Apartments: Atlanta, GA
Pittsburgh Civic League: Atlanta, GA
Tenside 643 10th St.: Atlanta, GA
Ellsworth Industrial: Atlanta, GA

Overlook Center: Boston, MA
Wegmans Food Mart: Columbia, MD
Ameristar Casinos: Kansas City, MO
Harrah's Casino: St. Charles, MO
Legacy Condominium: Biloxi, MS
Pavilion East at Lakeview Park: Charlotte, NC
Brixham Green: Raleigh, NC
Argosy Casino: Omaha, NE
Con-Agra Foods: Omaha, NE
Bergen Tower Center: Paramus, NJ
RCN: Lawrenceville, NJ
The Highlands at Morristown: Morristown, NJ
Maple Gardens: Newark, NJ
Bella Venezia: Las Vegas, NV
Kenwood: Cincinnati, OH
Hillcrest, Phase II: Oklahoma City, OK
Magnolia Street: Spartanburg, SC
John H Allen: Jackson, TN
HGTV: Knoxville, TN
Knoxville POB: Knoxville, TN
Lake Plaza Condominium: Knoxville, TN
Scripps Networks Headquarters: Knoxville, TN
Highwoods Triad Centre: Memphis, TN
Horizon: Memphis, TN
Highwoods Office Deck I and II: Nashville, TN
Metro Nashville Airport Authority: Nashville, TN
Nissan Headquarters: Nashville, TN
West End Summit: Nashville, TN
Wayson Pavilion: Arlington, VA
Sajak Pavilion: Arlington, VA
Carmax: Goochland, VA
Dominion Chevrolet: Richmond, VA
Newport News Airport: Newport News, VA
Westin: Virginia Beach, VA
Plymouth Road: Plymouth, VA
Clay Street: Richmond, VA
City Center: Burlington, VT

Health Care Parking Garages

Shelby County Medical: Alabaster, AL
Baptist Hospital (Study): Jacksonville, FL
Humana Hospital: St. Petersburg, FL
Henry Medical Center: Henry County, GA
St. Luke's Hospital: New Bedford, MA
Veterans Administration Medical Center: Biloxi, MS
North Kansas City Hospital: Kansas City, MO
Liberty Hospital: St. Louis, MO
Oktibbeha County Hospital: Starkville, MS
West Tennessee Healthcare: Jackson, TN
Medtronic Expansion: Memphis, TN
Methodist LeBonheur Germantown Hospital:
Memphis, TN
Skyline Medical Center: Nashville, TN
St. Jude: Nashville, TN

Municipal / Government Parking Garages

Jacksonville Library: Jacksonville, FL
Kings Avenue: Jacksonville, FL
Palm Avenue: Jacksonville, FL
Riverside Avenue: Jacksonville, FL
Escambia County Judicial: Pensacola, FL
City of Pensacola Downtown: Pensacola, FL
Atlanta Public Safety: Atlanta, GA
LaGrange Downtown: LaGrange, GA
City Dock Parking: Pascagoula, MS
Public Safety Complex: Paterson, NJ
Richard H. Fulton Complex: Nashville, TN

College / University Parking Garages

Auburn University North Park: Auburn, AL
Samford University (Pitts): Birmingham, AL
University of Alabama: Birmingham, AL
University of Florida Deck IX: Gainesville, FL
University of Georgia Coliseum: Athens, GA
Valdosta State University Oak St.: Valdosta, GA
Valdosta State University Sustella St.: Valdosta, GA
University of Kansas: Lawrence, KS
Mary Washington University: Prince Georges, MD
Washington University Snow Way: St. Louis, MO
Lipscomb University: Nashville, TN

The following job profile sheets highlight public parking facility design and/or development accomplishments by SPS and its parent companies.



CITY OF NORTH AUGUSTA MEDAC PARKING GARAGE

Description

Parking Garage No. 1 for the City of North Augusta, SC was completed in the summer of 2015. The project was designed, constructed and developed by SPS for the City. There were many challenges faced in the creation of this facility. The first being timing, a private developer was building a major office building adjacent to our site and the City had agreed to provide the parking needed to support this occupancy. Since the other development had already commenced our team was charged with the design and construction of these four tiers, 599-space garage in less than a year in time for the adjacent building's occupancy.

Our second challenge was the site itself which was basically the sloping face of a cliff with existing grades sloping in excess of 50 feet from one corner to the other. To accomplish this design a substantial soil-nail retaining wall had to be developed on three sides of the garage. This technology allowed us to excavate down a little at a time and build the retaining wall as we dropped. This approach was necessary due to the site having a City street on each end and the developing office building only 40 feet away on another face. A major benefit however, of working with a site such as this was our ability to create multiple vehicular egress points at different tier levels which expedites loading and unloading operations.

Once sitework was commenced our last major challenge was encountered. This site had previously been used as a disposal area for a closed brick factory in this area and we discovered multiple water springs as the site was dug out. More than 932 truckloads of debris were removed from the site and a substantial water collection system had to be designed and constructed as the work progressed, putting that much more pressure on the design/construction team to complete this project on time. The team was able to make up lost time through the efficient delivery and erection of the precast garage components as well as the expeditious trim out requirements by the General Contractor. The project successfully completed on time and ready for the first occupants of the adjacent office building.

Structured Parking Solutions' Role

Developer
Architecture and Interior Design
Structural and Specialty Engineering
Overall Project Management
Construction Administration

Location / North Augusta, SC

Client / City of North Augusta, SC

Construction Cost / \$10,550,407

Size / Four-level, 599 spaces; 210,036 GSF

Completion / 2015

**EXAMPLE PROJECTS WHICH ILLUSTRATE PROPOSED TEAM'S
QUALIFICATIONS FOR THIS CONTRACT**

21. Title and Location (<i>City and State</i>) Parking Garage for Roper St. Francis Healthcare Charleston, South Carolina		22. Year Completed	
		Professional Services 2014	Construction (<i>if applicable</i>) Pending
23. PROJECT OWNER'S INFORMATION			
a. Project Owner Roper St. Francis Healthcare	b. Point of Contact Name Pat Faulkner, Sr.	c. Point of Contact Telephone No. office: 980-297-7694 cell: 704-609-0220	
24. Brief Description of Project and Relevance to this Contract (include scope, size and cost)			

Project Description

The project consists of an eight-level precast concrete parking garage with a total capacity of 893 spaces. There were several unique specific design and construction issues associated with this project. Charleston, SC is not only a unique and unusual design environment due to the historic significance of the City and its design review process, it also is a City developed on a substantial amount of borrowed earth fill covering former marsh lands with a high tidal influenced water table and one of the most severe seismic zones in the country. Our project had to maneuver through the rigorous design review process with the City assisted by the local design firm LS3P, who was one of the many local design consultants utilized on our team. This project was developed on an existing site utilized as surface parking for the hospital and a multistory medical office building (MOB). The new garage was designed in an "L" shape to wrap around two sides of the existing MOB and to butt up against an existing parking structure on campus, which allowed it to achieve the greatest yield of additional parking spaces. There were many building and fire code issues dealt with in the design process due to the infill nature of this new structure, including building separation issues and preserving exterior window openings, expansion joints, pedestrian bridges and street front aesthetics.



The primary use of this garage is divided between two occupancy types. The first being patient and visitors to the MOB and Hospital and the second being employees of the hospital. An important element of design, therefore, was the development of a parking control strategy that created separately controlled parking areas. RSFH had also preselected the Construction Manager for this project who we worked closely with from conception through final construction documents. Because this project will be built on an active site between several buildings a multi-phased construction approach had to be developed. Part of this plan involved designing a new entrance point to the MOB, which once in place allowed other activities to commence.

This project has gone through a complete and final construction document phase. Construction is pending financing.

Estimated Construction Cost: \$22,000,000

FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) Firm Name	(2) Firm Location (<i>City and State</i>)	(3) Role
	Structured Parking Solutions, LLC - Bullock Tice Associates, Inc. -	Pensacola, Florida	Architect of Record Interior Design Overall Project Management & Coordination
b.	Structured Parking Solutions, LLC - PTAC Consulting Engineers, Inc.	Pensacola, Florida	Structural and Specialty Engineering
c.	Structured Parking Solutions, LLC	Pensacola, Florida	Parking Operations Consultant Parking CM

**EXAMPLE PROJECTS WHICH ILLUSTRATE PROPOSED TEAM'S
QUALIFICATIONS FOR THIS CONTRACT**

21. Title and Location (City and State) Design/Build Veterans Affairs Medical Center (VAMC) Parking Structure & Surface Lot / Biloxi, MS	22. Year Completed <table border="1"> <tr> <td>Professional Services 2011</td><td>Construction (if applicable) 2011</td></tr> </table>	Professional Services 2011	Construction (if applicable) 2011
Professional Services 2011	Construction (if applicable) 2011		

23. PROJECT OWNER'S INFORMATION

a. Project Owner U.S. Department of Veterans Affairs	b. Point of Contact Name Bill Bodford, Sr. Resident Engineer	c. Point of Contact Telephone No. 228-523-5991
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24. Brief Description of Project and Relevance to this Contract (include scope, size and cost)

Project Description: Substantial expansion is underway on the VAMC campus as it expands to incorporate facilities lost in neighboring Gulfport, Mississippi during Hurricane Katrina. The additional medical facilities brought to the campus demanded a substantial increase in automobile parking capacity that could only be achieved by a new, multi-level parking structure. **This new, five-level pre-cast concrete parking structure houses a total of 982 vehicles** and is accompanied by an updated and reconstructed adjacent surface parking lot accounting for an additional 257 parking spaces.



Architecturally, this new structure had to be compatible with surrounding historic structures, as well as new buildings under construction on site. Architectural compatibility was achieved by arched panel openings with railings surrounding the ground level and brick in-laid precast spandrel panels above, as well as on the four major corner circulation towers. The four circulation towers include a substantial amount of glazing allowing for observation out of and into these areas for both aesthetic reasons and improved security in line with Crime Prevention Through Environmental Design (CPTED) principals.

The exterior skin of the facility is architectural pre-cast with a sand blasted finish and in-laid brick veneer. Perimeter architectural pre-cast panels double as structural components supporting structural floor elements above at the ground level and at each corner circulation tower element. Each floor level, including lobbies, is colored coordinated as part of the overall signage scheme to aid in visitor orientation. Roof forms and metal standing seam roofing are used to relate to the historic buildings on site. Two remote elevator towers are provided to improve the vertical accessibility of the facility.

Sustainable Design: Although LEED certification was not a requirement for this project, several sustainable design concepts have been utilized in the development of the VA Parking Garage project. The primary structure and exterior skin are of precast concrete panels produced locally within 50 miles of the construction site and the lobbies and stairwells utilize natural lighting as the primary light source with artificial lighting controlled by daylight sensors.

Mechanical/ Electrical/Telecommunications: HVAC systems were utilized at elevator equipment rooms and at elevator lobbies not only for user comfort, but also to help preserve the elevator equipment and hoist way finishes by keeping them out of the exterior high humidity and often salt laden atmosphere. Electrical Systems included lighting, power for maintenance and elevator equipment and an emergency generator to run lights and elevators. The facility also has emergency call stations throughout as well as conduit for security cameras to be installed by the VA's designated campus-wide contractor.

Cost Control: Our team reviewed the bridging documents, prepared by another Architectural firm. These documents called for the parking garage to be constructed with columns spaced at 24' on center. Our team suggested that every other column be removed from the garage's design; thus, spacing columns at 48' on center. The deleted columns were replaced with false column covers and the number of pieces and foundations needed to complete the project were cut in half. **This modification to the original design saved our client approximately \$1 million in construction costs.** Also, the RFP called for lateral stabilization of the deck using a frame system. Our team suggested to the Owner that the system be switched to shear walls with openings, a simpler and more cost-effective solution which saved a large amount of effort on the part of contractor.

Construction Cost: \$12,641,368 | **Performance Rating:** Exceptional | **Client Remarks:** "Very customer oriented. Listened to customer during design and design incorporated customer suggestions." - Bill Bodford, Sr. Resident Engineer, VA Medical Center Biloxi, MS

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) Firm Name	(2) Firm Location (City and State)	(3) Role
	Structured Parking Solutions, LLC - Bullock Tice Associates, Inc.	Pensacola, Florida	Architecture / Interior Design / Overall Project Management / Parking consultant
b.	Structured Parking Solutions, LLC - PTAC Consulting Engineers, Inc.	Pensacola, Florida	Structural and Specialty Engineering

EXAMPLE PROJECTS WHICH ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

21. Title and Location (<i>City and State</i>) Design/Build Charlie Norwood VA Medical Center Parking Garage Augusta, GA (Contract No. VA247-12-C-0035)	22. Year Completed	
	Professional Services 2015	Construction (if applicable) 2015

23. PROJECT OWNER'S INFORMATION

a. Project Owner U.S. Department of Veterans Affairs	b. Point of Contact Name Gregory King, Assistant Chief, Facilities Mngmnt	c. Point of Contact Telephone Number (520) 792-1450 x6068
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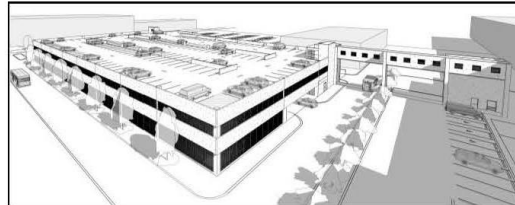
24. Brief Description of Project and Relevance to this Contract

Project Description: This project will provide a new, three-story, 490 space parking garage and needed accessible parking for the adjoining spinal injury unit of the Charlie Norwood VAMC. In fact, the entire ground floor of this garage is 100% designated accessible parking space with over half of those utilized by spinal patients. The upper two floors of the garage are designated for employee parking. It was therefore important that the design establish two separate entrance points so there is no confusion when a first time visitor arrives. An exterior speed ramp is being used instead of a park-on ramp again to improve mobility access of pedestrians within the garage.

The garage is designed so that three more levels can be added at a future date to extend the capacity up above 1,000 spaces. Precast concrete was selected as structural type due to efficiencies gained in actual installation time. This garage is being constructed over an existing surface parking lot that is at capacity on a daily basis. We intent to hold off on site disturbance until the precast is in fabrication so that as soon as foundations are in place, we can start the erection of the garage. Another important aspect of this site is that what we don't need for construction stays in use as a surface lot. Therefore, the less site used, the better, regarding displaced employee parking spaces. We intend to use a "just-in-time" erection process wherein the precast pieces are tracked in when needed, picked off at the truck and installed. No on-site laydown/storage space is required for these precast pieces.

Contract Relevance:

- Provided for the U.S. Department of Veteran Affairs
- Similar Project Scope (Garage)
- Exceptional Performance Evaluation
- Completed within the last 3 years (Design)



Life-Safety and Security Measures: This garage is a three bay concept with an external ramp. The ground floor level has a separate entrance and is 100% accessible parking only with over 50% of these spaces reserved for the spinal injury care unit of the hospital. The upper two levels are reserved for employee parking only with ramp access controlled by a second gate in addition to the gate into the fenced-in surface parking lot. Above this ground level gate entrance is signage tied into a center which identifies when the garage is full. The garage has stair tower exits at opposite corners with travel distances to an exit being less than half of what is allowed by code. This is an open garage design with percentage of openings far exceeding minimum code requirements. The garage is equipped with multiple cameras on each level including a pan zoom camera at the vertical circulation elements. These cameras are tied back into a hub which is connected to the on campus police station desk which is a 24/7 operational post. The garage also has multiple emergency call stations on each level and each level is equipped with wireless (WIFI) internet connectivity.

Design Schedule Compliance: The solicitation for this design/build project outlined a design schedule of 175 days. We realized that parking is a major problem at this campus and our team decided to make a focused, concentrated effort to better this schedule as much as possible so that these new spaces could be made available as soon as possible. We were able to deliver our final design submittal in 132 days; only 75% of the design duration originally envisioned. We did this by closely monitoring design progress by team members through the use of BIM model updates on our secured ftp site and regularly scheduled communication activities, either conference calls or face to face meetings. We have scheduled progress design set printings every other week through the construction document phase which insures that everyone is making progress and everyone has the opportunity to see what the other disciplines are doing so coordination occurs throughout the design process instead of being applied and forced at the end of a design submittal phase. We also conduct conference calls every other week with the VA and design/build contractors to insure that everyone stays up to date on design progress and it gives them the ability to clear hurdles and answer questions in advance of becoming schedule delays for the design team. By the use of this process, we were able to completely eliminate the intermediate construction document phase submittal and went from 35% design phase approval straight to the 100% design phase submittal.

Anticipated Construction Completion: 09/05/2013 | **Contract Cost:** \$6.9M | **Performance Rating:** Exceptional (see reference letter in Volume 1, Item 2.2.3.A)

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a. (1) Firm Name Structured Parking Solutions, LLC	(2) Firm Location Pensacola, FL	(3) Role Architect of Record; Design Project Manager; Structural Engineer of Record (Precast); Specialty Engineer
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EXAMPLE PROJECTS WHICH ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT		
21. Title and Location (<i>City and State</i>) Design/Build Auburn University North Park Parking Garage Auburn, AL		22. Year Completed Professional Services 2010 Construction (<i>if applicable</i>) 2010
23. PROJECT OWNER'S INFORMATION		
a. Project Owner North Park of Auburn, LLC – Auburn Univ.	b. Point of Contact Name Murray Neighbors, Owner/Secretary	c. Point of Contact Telephone No. 236-212-4088
24. Brief Description of Project and Relevance to this Contract (include scope, size and cost) Project Description: This new parking garage is sited adjacent to a new dormitory community at the University, "The Village," and provides much needed parking capacity to students living in the dormitory, commuter students, faculty and staff, as well as parking for fans associated with athletic events. The garage spans 120' x 402', including a ground plus five elevated floors with a 7'4" minimum clearance. All 918 spaces of the garage are 9' wide parking spaces, with 90-degree parking and a two-way drive isle. The garage utilizes a single ramp design incorporating a precast double "T" construction system with factory topping. Inlay brick and sand blasted accents were chosen for the exterior details to guarantee aesthetic compatibility with the surrounding campus architecture, while working within the confines of the construction budget.		
The project also included security cameras, dry standpipe fire suppression equipment, extensive traffic and management control systems (with the capability to direct traffic to available parking spaces), an on-site office, electric car charging stations, bike storage, intermodal applications, two elevators, LED lighting and emergency call stations. Sustainable Design: The following sustainable design concepts were utilized in the development of the garage: – Electric car charging stations were installed to facilitate and promote electric vehicles. – Bike racks were installed on-site to promote ride share and biking to class. – The deck includes intermodal characteristics to compliment its bike friendly nature as well as to serve the local mass transit University bus stop installed and located outside of the deck. – Stormwater is trapped in underground vaults and stored for later delayed disbursement into the sewer system and is also used for irrigation purposes. – This garage is the first to feature KIM Lighting - a state of the art, LED parking lot lighting system. The lights are dimmable and also connected to photovoltaic sensors, which measure ambient light conditions and either dim lights or completely shut them off when not needed; making them highly energy efficient. They also have a 50,000-hour lamp life, which greatly reduces maintenance costs. – Enhanced daylighting by using exterior site walls held away from the structure allowing light well penetration at the building perimeter. Cost Control: North Park was originally designed by an A/E firm out of Atlanta, GA. After three months of design and architectural work, budget documents were finished, a budget was created, and a construction loan was established. Prior to the closing of the construction loan, the financial markets began to collapse, and the project was stopped. As a result, North Park Ownership felt a need to research cost saving methods and found W. Adrian Lovell, Jr., PE (Partner of Structured Parking Solutions, LLC). Mr. Lovell discarded the previous design and started from scratch, with new engineering philosophies and techniques. He completed new, original working drawings in five weeks, a new budget was created, and the job began. What was once a dead job, had sprung to life again and the resurrection was solely traceable back to Mr. Lovell and his ability to cut costs, improve efficiency and reduce the construction time line through a complete change in construction components. Mr. Lovell also brought unknown value and savings through his ability to specify the correct precast components for this project and negotiate precast components to the benefit of the project. Construction Cost: \$7,881,000		
Savings Comparison: Original Design: Number of Spaces: 654 Efficiency: 450 SF per space Construction (only) Cost per Space: \$12,124 Estimated time to complete: 8-10 months Mr. Lovell's Design: Number of Spaces: 918 Efficiency: 344.39 SF per space Construction (only) Cost per Space: \$8,461 Actual Construction Period: 6 months		
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) Firm Name PTAC Consulting Engineers, Inc. - Structured Parking Solutions, LLC	(2) Firm Location (<i>City and State</i>) Pensacola, Florida	(3) Role Structural Specialty Engineering, Developer, CM

SPS has recent awards for the following projects which are underway and in various stages.

- **Charleston, SC (Private Project)** – SPS developed a comprehensive team and was selected as a consultant and designer for an approximately 285-space mechanized parking garage with potential for SPS to develop the garage and operate it. The project has undergone initial schematic design and budgeting and is in ownership evaluation.
- **Walton County, Florida (Walton County client)** – SPS developed a comprehensive team and was selected as the County's transportation developer. Services include any combination of consulting, master planning, design, property procurement, development, construction, financing, operations and maintenance of the existing and newly established parking areas. The Scope of the project is to help reduce traffic, congestion, and parking issues associated to the Scenic 98 and 30A corridors along the southern limits of Walton County Florida.

SPS has completed studies which suggest a 4-step approach should be implemented. These steps include converting the existing parking spaces within the study area to managed parking, implementation of a shuttle program, development of additional parking in key areas, and transitioning towards a park-and-ride system for employees and visitors.

The study and recommendations are under consideration by the County.

- **Pensacola, FL (City of Pensacola Downtown Improvement Board)** – SPS developed a comprehensive team and was selected by the client as the City's transportation developer. Services include any combination of consulting, master planning, design, property procurement, development, construction, financing, operations and maintenance of the existing and newly established parking areas. The Scope of the project is to identify and assist in rectifying deficiencies with the existing parking management system and capabilities to meet growing parking needs.

SPS has completed the evaluations with recommendations. The City is beginning to implement some changes and discussions for additional changes, including expansion of the parking system, are beginning.

- **Aiken, SC (City of Aiken)** – SPS assembled a comprehensive team and was selected as the developer to design and construct additional parking for the City's downtown district. These services will include consulting, design, development/construction, interim project financing, with an option for parking management services. SPS has completed initial design schematics and budgeting. The project is on hold pending the City's purchase of land to develop the garage.
- **Memphis TN. (City of Memphis Community Redevelopment Authority – CRA)** – SPS assembled a comprehensive team to meet the requested Scope of services and was selected by the City. These services charge the team with developing a sporting venue, redevelop the existing Liberty Bowl complex, develop supporting retail-commercial-multifamily areas, and a parking system comprised of multiple garages and a parking management program.

SPS will be the designer and developer for the parking system. The team will begin drafting the Memorandum of Understanding with the City in late June 2018.

Corporate Realty Development (CRD) – The ancillary use (retail, commercial, and multifamily) components of this project will be developed by CRD. CRD has many projects which exemplify their capabilities to develop, oversee, and own mixed-use urban developments. Below are three examples of their successes.

Parkside District (Birmingham, Alabama)

CRD's platform of Urban Anchor Development involves P3 development of urban parks, amphitheaters, or sports complexes. These venues in turn serve as catalysts to transform the surrounding area, and support complimentary retail, office, and residential development. The Parkside District is one example of this transformation, and was once little more than an old railyard, an abandoned factory, and some derelict industrial buildings. CRD worked alongside the Birmingham City Planning Commission, Urban Land Institute, Friends of Railroad Reservation District, and many others to plan and develop Railroad Park, which was paid for by a mixture of private and public sources. The high-visibility project drew needed attention to Birmingham's newfound potential as a thriving metropolis and the neighborhood is now a bustling district filled with more life than this area has seen in decades. Subsequent developments throughout the District -- including a minor league baseball stadium, multi-family apartment building, and adaptive reuse of a 1940's warehouse -- are detailed below. According to appraisal data from Jefferson County, Alabama, the Parkside District saw an increase in property value of 114% on average, between 2013 and 2016.

Parkside District: Regions Field

Date Completed: April 2013	Construction Duration: 13 months
Project Cost: \$64 Million	Financing Sources: Loan to City backed by Lodging Tax increase
Contact: Stan Logan, Managing Member of Birmingham Barons LLC (404-358-4718, slogan@bassmaster.com)	
Project Description:	

As development of Railroad Park got underway in 2012, CRD worked with the City to assess potential sites, study potential economic and community impact, and ultimately design and construct a new stadium for the Birmingham Barons minor league baseball team. CRD partnered with the City to build the field on public land, breaking ground on the \$64 million project on February 2, 2012 and completing the development in time for Opening Day of the Birmingham Barons baseball 2013 season. This award-winning 6,500-seat stadium, which includes a family fun park and picnic area, has become one of Birmingham's most celebrated accomplishments in the last century. Over 1.7M fans have provided a significant boost to downtown Birmingham, and successive development in the area has included 108,500 sf of office and retail, and over 1,000 residential units.



Corporate Realty's Role:

- Site Selection
- Project Management

Development Team:

- Gensler Sports
- Brasfield & Gorrie

Parkside District: Venue at the Ballpark

Date Completed: March 2016

Construction Duration: 18 months

Project Cost: \$37 Million

Financing Sources: Construction Loan

Contact: David Pierce, Principal Parallel Co. (214-760-0600, dpierce@parallelco.net)

Project Description:

The Venue at the Ballpark is a 236-unit apartment facility with views overlooking Regions Field. CRD developed this property, complete with underground parking, an elevated, active courtyard with a pool, courtyards, outdoor kitchen and dining area with an adjacent lounge and fitness facilities. Additionally, the project has a smaller, passive courtyard with fountains and an informal gathering area. An upper deck lounge on the top-level overlooks Regions Field, giving visitors a unique, bird's eye view of the games below. Other amenities include a yoga room, game area, business center, and secure bike storage for those who frequent the trails throughout Railroad Park and Birmingham's Rotary Trail. The Venue at the Ballpark was aptly named, because you'll not find a more happening place to enjoy the rebirth and continued growth of the Magic City.

Corporate Realty's Role:

- Pre-Development & Entitlement
- Project Management

Architect:

Boka Powell



Parkside District: Bakers Row

Date Completed: August 2015

Construction Duration: 18 months

Project Cost: \$6.6 Million

Financing Sources: Construction Loan

Contact: Whit Byrd, City Executive, Robertson Banking Co. (205-847-3165, whit@robertsonbanking.com)

Project Description:

The former Merita bread factory has given rise to an adaptive reuse with sleek, modern office space. Bakers Row became a prime piece of real estate due to its proximity to Railroad Park and Regions Field – both catalysts for downtown’s growth. The main building, constructed in the early 1940’s, was used as a commercial baking facility up until it closed in 2013. Its distinct architectural style and anchor position along the western edge of Railroad Park made for a perfect adaptive reuse development opportunity. CRD developed the property while allowing Birmingham’s downtown community to see beyond the façade of an old building into a future full of beautiful possibilities. The main building is now 30,000 sf of sleek, modern office space that offers natural lighting and open floor plans. This type of development aids in land preservation and is a sustainable option to reclaim sites which are not currently position for their highest and best use.

Corporate Realty’s Role:

- Pre-Development & Entitlement
- Project Management
- Leasing
- Property Management

Architect:

KPS Group, Inc.



Southtown Master Planning & Redevelopment (Birmingham, Alabama)

Date Completed: Ongoing	Construction Duration: In Progress
Project Cost: \$300 Million (est)	Financing Sources: Public & Private Funding, Construction Loan
Contact: Carol Clarke, SDC General Manager (205-503-4426, cclarke@southsidebhm.com)	

Project Description:

The Housing Authority of the Birmingham District (HABD), awarded the redevelopment of the Southtown Court public housing site to a CRD-led Joint Venture in 2016. CRD is in the midst of the Master Planning exercise, working with Gensler to facilitate meaningful collaboration with the community and area stakeholders.

Corporate Realty's Role:

- Development

Master Planner:

Gensler

Southtown's location affords the opportunity for the site to become a natural extension of Birmingham's already vibrant and walkable neighborhoods of Southside and Five Points South. The adjacency to the University of Alabama in Birmingham, the Southern Research Institute, and many multi-family and additional housing opportunities gives this site a unique platform to establish a community of innovators. Beyond the variety of dining, retail, and entertainment options that will be featured in these neighborhoods, the Southtown development will include amenity retail and hotel accommodations.

Lord & Son Construction – Lord & Son has been the general contractor for hundreds of projects within the panhandle of Florida over the past decades. Their listing of infrastructural projects (including garages) is vast.

Lord & Son was the contractor for the Biloxi, MS Veterans Administration garage previously listed under SPS projects. To provide further evidence of the construction capabilities of Lord & Son we are providing project details for a few additional projects.

Ft. Walton Beach Police and Fire Station - The construction for the Ft. Walton Beach Police and Fire Station facilities occurred while the facility was in operation. There was little to no interruption to the first responders occupying the building. Both of the facilities had new additions and the old facilities were completely gutted and renovated from head to toe. A new holding area with two secure cells and a screening area was added to the police station facility.



Bay County Juvenile Justice Facility - Lord & Son constructed a new 2-story 25,000 square foot building. The exterior of the building consists of brick veneer. Inside the building you will see various wall coverings, ceramic tile, custom cabinetry and cheery wood paneling and trim. To ensure safety and sound integrity, Lord & Son had to use special construction methods and materials. Bullet resistant glazing and frames are in all of the common areas that lead to the staff work areas and judge chambers.



Okaloosa County Administrative Building - Before this building was constructed, the County was renting out several different facilities to house all of their administrative departments. Rent was costing the County over \$1 million per year to house to house the administrative departments. The main goal for the project was to be able to consolidate operations and improve efficiency for the County. The building is a 3-story building with over 63,000 square feet comprised off offices, conference rooms, and support spaces.



Volkert Engineering – Volkert Engineering has experience providing parking and transportation related services including TDM, civil engineering, and others, for hundreds of projects. Volkert is also working under the same scope of services as this project for currently awarded SPS projects, including the Walton County and the Pensacola DIB projects.

A few other highlighted Volkert Engineering projects include:

Location: **Auburn, AL**

Client: **Auburn University**

Services:

- Corridor Studies
- Planning
- Survey
- Traffic Engineering



Volkert provided Auburn University with an analysis of its transportation infrastructure and recommendations for improvements to accommodate multiple campus demolition, renovation, and construction projects that the University planned over a five- to ten-year span.

The Auburn University Master Plan Transportation System study was conducted to evaluate the traffic that would be affected by proposed campus road closures. Volkert conducted visual field reviews on the roadways, lighting, and alternative modes of transportation (pedestrian, bicycles, buses) on campus and collected input from campus officials, the Auburn University Police Department, and Alabama Department of Transportation crash data.

Based on the data collected, Volkert evaluated the proposed closings using a traffic simulation model that produced analytical and visual results. The simulation model showed that the road closures recommended would increase delays on Donahue Drive and Magnolia and Samford Avenues.

Volkert provided recommendations for improvements in the transportation infrastructure and furnished design criteria and standards to use on future projects. Improvements such as added lanes, extended turn lanes, and additional signalization were recommended in the report to reduce the delays created by the road closures. The transportation infrastructure report became part of an overall campus infrastructure master plan.

Scope of Work: Field Survey, Master Planning, Traffic Engineering, Traffic Simulation, Facility Evaluation, Lighting and Signal Design, Design Standards, Plan Review

Location: Washington, DC

Client: District Department of Transportation (DDOT)

Services:

- Corridor Studies
- Pedestrians and Bicyclists
- Planning
- Traffic Engineering



Despite its proximity to Catholic University and its metro station, the Brookland community maintains a small-town atmosphere with its numerous retail stores, local restaurants, and residential community. Volkert was contracted to study the corridors of Monroe Street, 12th Street and Michigan Avenue and additional intersections within the project area. The study focus was on comprehensive transportation and streetscape improvements that reduce traffic congestion; increase pedestrian safety; reduce truck traffic; and enhance public transit, bicycle access, and connectivity while enhancing the unique and diverse character of the community.

Public participation was a key element in the development of the Brookland plan. The Volkert team conducted a community walk, several community workshops and meetings with neighborhood groups and a Study Advisory Team comprised of ANC-5 representatives to solicit ideas for every phase of the study. The outreach program also involved targeted mailings, public announcements, outreach to community civic associations, as well as graphics and renderings to illustrate the problems and potential solutions.

The study included design alternatives and final recommendations for public realm and streetscape concept design. It also included a pedestrian and bike study addressing the condition, adequacy, and safety of pedestrian facilities, pedestrian and bike routes, access to transit, roadway and trail geometrics, lighting, and evaluated alternatives for safe and efficient movement of pedestrian and bicyclists.

2006 Merit Award, American Society of Landscape Architects, Maryland/Potomac Chapter

Scope of Work: Public Outreach, Traffic Studies, Transportation Planning, Streetscape Design, Public Realm Planning



Development of the Pensacola Beach Congestion Management Plan, Pensacola, FL for the Escambia County Commission

The project included the development of a Congestion Management Plan, Capital Improvement Program and development of construction plans for several short term projects for the Pensacola Beach area in Escambia County, Florida. The project consisted of an update to the Congestion Master Plan as well as development of short-term improvement concepts and construction plans to immediately alleviate congestion in the area. Additionally, the project involved the development of a capital improvement plan for long-term improvements along the corridor to improve beach access and alleviate traffic congestion in the area. The project has a very involved public involvement component that includes one-on-one meeting and several large public involvement meetings in order to obtain public input on all components of the project.

The short-term improvement projects included:

- Complete design plans for the Ingress/Egress to Circle K Parking Area
- Complete Design Plans for the Ingress/Egress to the Casino Beach Parking Area including design of a Coordinated
- Pedestrian Signal
- Transit Analysis and Feasibility Study
- Evaluation of the Existing Traffic Signal and Timing including recommendations
- Conceptual Design of Pedestrian Improvements
- Parking Recommendations for additional areas on the Beach

The Congestion Management Plan designed, analyzed, and recommended long term improvements to the traffic congestion issues at Pensacola Beach, including preliminary planning and cost estimates and the Capital Improvement Plan provided information on available funding to implement the proposed improvements. The Pensacola Beach Congestion Management Plan was adopted by the Escambia County BOCC.

Volkert was recently awarded a design contract to provide construction plans for the recommended improvements. The design selected includes a roundabout with a pedestrian underpass.

The Study phase was completed in May 2017, design services are currently underway.



Lanier Parking – As previously represented, Lanier manages over 400-parking operational systems and collects over \$200,000,000 in gross annual parking fees for their clients.

Lanier is partnered with SPS on projects SPS has been awarded. These projects include Walton County, Pensacola DIB, and Aiken, SC (City). Due to client confidentiality Lanier does not publish a listing of clients. However, a map indicating their general coverage is shown below. We are also including reference letters from several of their clients under item “f.” of this tab.

Major Market Presence



d. Capacity to Manage and Implement the Project

This team which includes Structured Parking Solutions, Corporate Realty Development, Lord & Sons Construction, Volkert Engineering, and Lanier Parking as “Lead Team” participants has carefully evaluated the requirements to successfully deliver all aspects of this project and accepts each company has set aside sufficient resources and staff for delivery of the project.

This statement assumes the City will notify the team of its selection within 60-days of submittal of this response.

e. Prior and Current Working Relationships Between and Among Team Members

- i. Biloxi, MS Veterans Administration Garage – a 982-space precast concrete parking garage for the Biloxi, MS VA Hospital, built in 2011 at a cost of \$12.6MM dollars. The project was a publicly solicited design-build project. Structured Parking Solutions and Lord & Sons Construction partnered to provide design and construction services for this successful project.
- ii. Walton County, FL Southern Transportation Project – This project was a publicly solicited P3 development which requires the team to provide consulting, master planning, design, development, construction, financing, and operational needs to improve traffic and parking concerns along the southern end of Walton County Florida along highways 30A and Scenic 98. Structured Parking Solutions assembled the team which includes Lord & Sons Construction, Volkert Engineering, and Lanier Parking. Each company is providing similar services as those required for this solicitation by the City of Destin, FL. This project is underway and not completed.
- iii. Pensacola, FL Downtown Improvement Board - This project was a publicly solicited P3 development which requires the team to provide consulting, master planning, design, development, construction, financing, and operational needs to improve traffic and parking concerns within downtown Pensacola. Structured Parking Solutions assembled the team which includes Volkert Engineering, and Lanier Parking. Each company is providing similar services as those required for this solicitation by the City of Destin, FL. This project is underway and not completed.
- iv. Memphis, TN Community Redevelopment Authority - This project was a publicly solicited P3 development which requires the team to provide consulting, master planning, design, development, construction, financing, and operational needs to develop properties around the existing Liberty Bowl outside downtown Memphis, TN. Structured Parking Solutions assembled the team which includes Corporate Realty Development, Volkert Engineering, and Lanier Parking. Each company is providing similar services as those required for this solicitation by the City of Destin, FL. This is expected to begin contractual negotiations in June 2018.

Key Personnel and Level of Commitment

The following pages include resumes of key personnel from each “Lead Team” participating companies. All personnel affirm their roles and responsibilities to be on jobsite during activities involving their expertise and services.

- **Structured Parking Solutions**
 - Greg Darden – Developer, Parking Consultant, Finance, Operations
 - Adrian Lovell – Team Oversight, Lead Design Engineer, Design Quality Manager
 - Ed Carson – Construction Oversight, Finance, Post Construction Oversight
 - Nate Grachan – Overall Project Management
 - Mike Richardson – Lead Architect, Design Manager
- **Corporate Realty Development**
 - Robert Simon – Managing Member, President
 - Brian Wolfe – Chief Development Officer
 - Becky Carpenter – Project Manager
 - Carol Clarke – Director of Community Development
- **Lord & Son Construction**
 - Duane Jones – Construction Estimator
 - Ryan Chavers – Construction Project Manager
 - Leven Lord – Construction Project Executive
 - Mike O’Grady – Proposed Construction Superintendent
- **Volkert Engineering**
 - Clark Bailey – Civil Engineering, Transportation Planning
 - Mike Warnke – Civil Engineering, Master Planning, Traffic Design
 - Shawn Justice – Civil Engineering, Planner
- **Lanier Parking**
 - Steve Resnick – Senior VP, Municipal Division
 - Andrew Tedrick – Senior VP, Southeast Division
 - Jeff Crimmins – VP, Florida operations
 - Isaiah Robert Mouw – Proposed Parking Operational Manager

NOTE: The Independent Quality Manager is typically under contract by the municipal client and represents their interest. Therefore, this role is traditionally selected by the client (City). We will discuss the preferred route once selected by the City.



Greg Darden

As Director of Business Development for Structured Parking Solutions, Greg is experienced in the development and management of a variety of project types. Greg's 25 years' experience in commercial construction and development has afforded him knowledge which is invaluable to the projects created by Structured Parking Solutions. To date Greg has provided consulting and development services on over 25-successful projects. Greg is a State of Alabama contractor and past real estate agent.

Greg's responsibilities for Structured Parking Solutions include parking consulting, coordination of parking operations, and project development. Under this role Greg is either seeking favorable locations for internally developed projects by SPS or creating the teams which pursue public solicitations for SPS. Greg also develops the organizational and financial structures for projects pursued by SPS.

In addition to these services much of Greg's time is spent providing educational services to governmental entities, higher educational campuses, and hospitals explaining cutting edge methods to advance parking for to their client's benefits.

Relevant Projects:

- North Park Parking Garage, Auburn University, AL: Co-developer, - \$10M, six level, 918-spaces
- North Augusta, SC: Co-developer – P3, Multi-phased project including 3 garages with over 1200-spaces and development of a regional pay-to-park system, \$18.0M.



Key Role

Project Developer / Finance / Consulting
Structured Parking Solutions, LLC

- Auburn, AL, - Legends Complex, Developer, A mixed use condo, retail, and parking garage project. 92 units, 200-space garage, 15,000 sqft retail, \$22M
- Charleston, SC – Roper Hospital garage, Director of Development (design services), for a 900-space garage, \$25M
- Charleston, SC – Hughes Garage, Developer, for a 600-space garage, 36-unit residential tower with 5,000 sqft retail space, \$36M
- Augusta, GA – VAMC Hospital garage: Director of development (design services), for a 400-space garage, \$9.8M





W. Adrian Lovell, Jr., PE

Mr. Lovell serves as a Partner of Structured Parking Solutions (specializing in the design, development, management, and financing of parking structures) and CEO of PTAC Consulting Engineers (a Structural Engineering firm dedicated to precast/prestressed concrete design and detailing since 1991). He has over 32 years of extensive experience in structural design, detailing and project management of precast/prestressed concrete structures and has provided design services for over 125 parking structures. He is a long-time member of the Precast / Prestressed Concrete Institute (PCI), serving as a member of PCI's Committee on Parking Structures and contributor to their publication "Parking Structures Recommended Practices for Design and Construction."

He has an immense understanding of precast designs and has developed and maintained long-lasting relationships with numerous precasting companies. His dual knowledge and level of experience allows him to provide vital knowledge in maximizing any deck, in terms of design, functionality and quality for the available dollar. He will bring value through design cost control measures and provide quality control throughout design and construction.

Mr. Lovell holds a Bachelor of Civil Engineering degree from Auburn University and is a registered professional engineer in 25 states, including Florida.

Vice President of Carson Lovell Incorporated, Adrian Lovell is experienced in the development and management of a variety of property types. In the past 18 years, he has developed and rehabbed over 50 properties as well as managed numerous properties with a diverse office tenant list that includes the federal government, state government, county government, health care, and many types of professionals of approximately 700,000 SF.

Partial listing of over 250 of Adrian's garages:

Municipal / Governmental Parking Garages:

- Jacksonville Library: Jacksonville, FL
- Kings Avenue: Jacksonville, FL

Role in Project

**Developer / Design & Development Oversight
Structural / Specialty Engineer of Record**
Structured Parking Solutions, LLC



W. Adrian Lovell, Jr., PE (Owner, Developer, Structural/Specialty Engineer of Record)

Continued

- Palm Avenue: Jacksonville, FL
- Riverside Avenue: Jacksonville, FL
- Escambia County Judicial: Pensacola, FL
- City of Pensacola Downtown: Pensacola, FL
- Atlanta Public Safety: Atlanta, GA
- LaGrange Downtown: LaGrange, GA
- City Dock Parking: Pascagoula, MS
- Public Safety Complex: Paterson, NJ
- Richard H. Fulton Complex: Nashville, TN
- Palm Coast Harborside: Palm Harbor, FL
- Gulf Crest: Panama City, FL
- Treasure Isle Condominium: Panama City, FL
- Boardwalk Beach Resort: Panama City Beach, FL
- Pensacola Regional Airport: Pensacola, FL
- Shoppes of Veranda: Ponte Vedra, FL
- Landmark at Doral: Miami, FL
- Miami Herald: Miami, FL
- Baptist Church: Romar Beach, FL

College / University Parking Garages:

- Auburn University North Park: Auburn, AL
- Samford University (Pitts): Birmingham, AL
- University of Alabama: Birmingham, AL
- University of Florida Deck IX: Gainesville, FL
- University of Georgia Coliseum: Athens, GA
- Valdosta State University Oak St.: Valdosta, GA
- Valdosta State University Sustella St.: Valdosta, GA
- University of Kansas: Lawrence, KS
- Mary Washington University: Prince Georges, MD
- Washington University Snow Way: St. Louis, MO
- Lipscomb University: Nashville, TN

Healthcare Parking Garages:

- Shelby County Medical: Alabaster, AL
- Baptist Hospital (Study): Jacksonville, FL
- Humana Hospital: St. Petersburg, FL
- Charlie Norwood VA Medical Center: Augusta, GA
- Henry Medical Center: Henry County, GA
- Pikeville Medical Center: Pikeville, KY
- St. Luke's Hospital: New Bedford, MA
- North Kansas City Hospital: Kansas City, MO
- Oktibbeha County Hospital: Starkville, MS
- VA Medical Center: Biloxi, MS
- West Tennessee Healthcare: Jackson, TN
- Medtronic Expansion: Memphis, TN
- Memphis VA Medical Center: Memphis, TN
- LeBonheur Germantown Hospital: Memphis, TN
- Skyline Medical Center: Nashville, TN
- St. Jude: Nashville, TN

Private Sector Parking Garages:

- Hampton Inn: Fairhope, AL
- RSA Battle House: Mobile, AL
- RSA: Montgomery, AL
- Caribe II: Orange Beach, AL
- Destin West: Destin, FL
- Azure Condominium: Ft. Walton Beach, FL

- Prudential Insurance: Jacksonville, FL
- Fidelity National: Jacksonville, FL
- Corporate Center Four: Orlando, FL
- Ustler II: Orlando, FL
- Village of Imagine: Orlando, FL
- Citicorp: Tampa, FL
- Hard Rock Casino: Tampa, FL
- Atlantic Station R17: Atlanta, GA
- IKEA: Atlanta, GA
- Edgewood: Atlanta, GA
- Lindmont Apartments: Atlanta, GA
- Pittsburgh Civic League: Atlanta, GA
- Tenside 643 10th St.: Atlanta, GA
- Ellsworth Industrial: Atlanta, GA
- Overlook Center: Boston, MA
- Wegmans Food Mart: Columbia, MD
- Ameristar Casinos: Kansas City, MO
- Harrah's Casino: St. Charles, MO
- Legacy Condominium: Biloxi, MS
- Pavilion East at Lakeview Park: Charlotte, NC
- Brixham Green: Raleigh, NC
- Argosy Casino: Omaha, NE
- Con-Agra Foods: Omaha, NE
- Bergen Tower Center: Paramus, NJ
- RCN: Lawrenceville, NJ
- The Highlands at Morristown: Morristown, NJ
- Maple Gardens: Newark, NJ
- Bella Venezia: Las Vegas, NV
- Kenwood: Cincinnati, OH
- Hillcrest, Phase II: Oklahoma City, OK
- Magnolia Street: Spartanburg, SC
- John H Allen: Jackson, TN
- HGTV: Knoxville, TN
- Knoxville POB: Knoxville, TN
- Lake Plaza Condominium: Knoxville, TN
- Scripps Networks Headquarters: Knoxville, TN
- Highwoods Triad Centre: Memphis, TN
- Horizon: Memphis, TN
- Highwoods Office Deck I and II: Nashville, TN
- Metro Nashville Airport Authority: Nashville, TN
- Nissan Headquarters: Nashville, TN
- West End Summit: Nashville, TN
- Wayson Pavilion: Arlington, VA
- Sajak Pavilion: Arlington, VA
- Carmax: Goochland, VA
- Dominion Chevrolet: Richmond, VA
- Newport News Airport: Newport News, VA
- Westin: Virginia Beach, VA
- Plymouth Road: Plymouth, VA
- Clay Street: Richmond, VA
- City Center: Burlington, VT



JOSEPH "ED" CARSON

President of Carson Lovell Incorporated, Ed Carson is experienced in the development and management of a variety of property types. In the past 20 years, he has developed and rehabbed over 20 properties as well as managed numerous properties with a diverse office tenant list that includes the federal government, state government, county government, health care, and many types of professionals of approximately 200,000 SF.

Mr. Carson also serves as a Partner of Structured Parking Solutions (specializing in the design, development, management, and financing of parking structures) and President of Carson Construction, Inc. (a Florida-based firm providing general contracting services for over 25 years). He has over 30 years of experience in construction. As an owner/developer and a general contractor, he is well versed in all facets of construction and lends an inclusive perspective to any project. In his career, Mr. Carson has become very familiar with building pre-cast concrete structures.

Ed is a Certified General Contractor in the state of Florida and also serves as the Chairman of the State of Florida Product Approval Oversight Committee, as well as a Board Member of the Florida Building Commission since 2000.

- North Park Parking Garage, Auburn University, AL:
Codeveloper, Owner - \$10M, six-level, 918 spaces
- Offices for Countrywide Mortgage, Pensacola, FL: Contractor - 5,200 SF of office space.
- Offices for the Social Security Administration, Pensacola, FL:
Contractor - 19,700 SF of office space.
- Reus Street Offices, Pensacola, FL:
Contractor - 12,000 SF of office space.
- Ronald McDonald House, Pensacola, FL:
Contractor - \$5M.
- Alcaniz Center, Pensacola, FL: Developer, Property Manager,
Structural and Specialty Engineer - \$8M, three-building, 45,000 SF mixed use facility.

Role in Project

Developer / Construction & Finance Oversight
Structured Parking Solutions, LLC





Nate Grachan

Mr. Grachan serves as the Operations Manager. His role includes coordination between the design team, Owner, contractor, and other relevant parties. He is the main point of contact for the Owner

throughout the construction of the project.

Project Experience:

- Medac Parking Deck, North Augusta, SC**
 Served as Operations Manager for SPS for 600 car precast parking garage. Parking deck was built for use by a neighboring business and city employees and is part of a larger master development which will include 2 additional parking structures. Completed on schedule and with no change order costs to the owner despite 2 months of additional site work and over \$300,000 of added site contractor costs due to unforeseen site conditions. \$10.1M construction cost.
- Charleston VA Parking Lot, Charleston, SC**
 Oversaw design, construction, and operations of \$1M, 600 vehicle parking lot for VA employee parking. Project was completed in 2015 and is set for expansion in 2018.
- Lincoln Street Parking Deck, Columbia, SC**
 Served as Project Manager for 600 car precast parking garage for use by city employees. Architectural features include two colors of cast in thin-set brick in multiple patterns, colored concrete and concrete medallions. Completed on budget and several weeks ahead of schedule. Precast package cost of \$4.4M.
- Crown Farm Parking Deck, Gaithersburg, MD**
 Served as Sr. Project Manager for precast manufacturer for 450 vehicle precast parking deck. The project was designed and constructed for future horizontal expansion to accommodate 600 cars. Precast package cost of \$4.0M.
- VCU Laurel Street Parking Deck, Richmond, VA**
 Served as Director of Project Management for precast manufacturer for 300 vehicle parking deck for VCU staff. The project included ground floor retail space with parking overhead. Construction included crane access in city road. Precast package cost of \$2.8MM.

Role in Project

Operations Manager

Structured Parking Solutions, LLC





Michael C. Richardson AIA, LEED AP BD+C

Senior Project Manager of Structured Parking Solutions and First Vice President of Bullock Tice Associates (a well-established Architectural and Interior Design firm providing services throughout the Southeast for over 50 years), Mike Richardson, AIA, LEED AP BD+C has over 36 years of experience in architectural design, construction administration, and project management.

Mr. Richardson is skilled in 1) orchestrating and guiding broad based participatory decisions in a timely manner, 2) developing and presenting multiple options for consideration in a short time frame, and 3) consistently delivering on time. He offers in-depth experience in a broad range of building types ranging in construction value from \$500,000 to \$220million.

Due to Mr. Richardson's past experience with parking garages and many high-rise condominium projects, he is well versed in precast structures, cast-in-place, post-tension slabs, reinforced columns and pile foundations. Through his experience with a variety of structural methods, he has gained the ability to incorporate the highest quality architectural design, regardless of structural method.

Mike holds a Master of Architecture degree as well as a Bachelor of Architecture degree from Tulane University. He is a registered architect in five states, including Florida.

Project Experience:

- **Design/Build VA Medical Center Parking Garage & Surface Lot:** Biloxi, MS - Project Manager - Five-Level, 982 space precast parking garage and 257 space surface parking lot. Construction Cost: \$12.6M.
- **Design/Build VA Medical Center Parking Garage:** Augusta, GA: Architect of Record - Three-Level, 490 space precast parking garage. Construction Cost: \$7M.
- **Medac Parking Deck, North Augusta, SC:** Architect of Record – 600 vehicle precast parking garage. Construction Cost: \$10.1M.
- **Design/Build MC Blanchard Judicial Facility Parking Garage:** Pensacola, FL: Project Manager -Three-level, 221 space, precast parking garage. Construction Cost: \$3.4M.

Role in Project

Architect of Record / Project Manager (Design)
Structured Parking Solutions, LLC



Michael C. Richardson, AIA, LEED AP BD+C | Architect of Record / Project Manager (Design)

Continued

- **Hilton Tower Condominium/Parking Garage: Pensacola Beach, FL:** Project Manager - 17-story, 135,000 SF high-rise condominium/hotel and 21,775 SF, two-level, 100 space parking garage. Construction Cost: \$24.1M.
- **Seawind Condominiums/Parking Garage: Gulf Shores, AL:** Project Manager - 20-story, 151 unit high rise condominium totaling 279,460 SF; three-level, 160 space parking garage; and a four-unit, six-story amenities building (14,485 SF). Construction Cost: \$28.5M.
- **Crystal Shores Condominiums East: Gulf Shores, AL:** Project Manager - 88 unit, 14-story high rise condominium with a two-level, 120 space parking garage. Construction Cost: \$11.4M.
- **Crystal Shores Condominiums West: Gulf Shores, AL:** Project Manager - 100 unit, 14-story condominium with a three-level, 106 space parking garage. Construction Cost: \$19.2M.
- **Harborview Office Complex Parking Garage: Pensacola, FL:** Project Architect - Three-level parking garage.
- **Enhanced Use Lease Holiday Inn Resort Hotel Destin West: Ft. Walton Beach, FL:** Project Manager - Mixed use development which includes a 152 room oceanfront resort hotel with restaurant, conference boardroom, resort pool, Beachfront sundecks, boardwalks, dune walkovers, a Beach activities area and natural preserves with walking trails. Construction Cost: \$19M; Total Size: 90,000 SF.
- **Crystal Tower Resort Condominium: Gulf Shores, AL:** Project Manager - 20-story, 170 unit high rise condominium with a pedestrian bridge and Beachfront amenities. Construction Cost: \$33.3M.
- **Scenic Terrace Condominiums: Pensacola, FL:** Project Manager - 11-story luxury residential structure featuring two levels of underground parking, a swimming pool and sun deck with an overlook gazebo, an exercise facility with steam room and sauna, and a meeting room for use by the owners for special functions. Construction Cost: \$12.5M.



CRD - Robert Simon

President & CEO, Corporate Realty

Role on the Project: Redevelopment Team Co-Leader

As President and CEO of the Corporate Realty companies, Robert Simon provides leadership, service, and innovation for his clients and associates. His experience in real estate brokerage and development presents a unique understanding of market conditions and trends that allow for the maximum results in strategizing and negotiating for clients. His vision and creativity identify corporate headquarters, institutional client, and P3 opportunities.

Years of Experience: 20+

Selected Experience:

Regions Field, Birmingham, AL - \$63 million

Real Estate Deal of the Year 2012; 245,434 sf, 6,500-seat baseball stadium

Role: Site Selection and Project Management

Venue at the Ballpark, Birmingham, AL - \$39 Million

The six-story, 236-unit Luxury, High-Density apartment complex located just beyond center field of Regions Field

Role: Co-Developer

CiTYViLLe Block 121, Birmingham, AL - \$36.5 Million

272,980 sf mixed-use development comprising one full city block. The project features 255 upscale apartment units, 21,388 sf of retail/restaurant space on the ground level and the convenience of an attached parking deck.

Role: Co-Developer

CRD - Brian Wolfe

Chief Development Officer, CRD

Role on the project: Development Lead, PDO

As Chief Development Officer for CRD, Brian is responsible for implementing new projects and managing the development process for the company's future pipeline of planned projects. Particular focus is paid to deal structure, P3s, project budgets, schedules, financial, and social returns. In addition, Brian is responsible for building and maintaining relationships with investment partners, governmental leaders, lenders, and consultants.

Years of Experience: 17

Selected Experience:

Regions Field, Birmingham, AL - \$63 Million

Awarded Commercial Real Estate Deal of the Year 2012

245,434 sf, 6,500-seat stadium, which includes a family fun-park and picnic area

Role: Site Selection and Project Management

Venue at the Ballpark, Birmingham, AL - \$39 Million

The six-story, 236-unit Luxury, High-Density apartment complex located just beyond center field

of Regions Field
Role: Co-Developer

Cardiovascular Associates, Inc., Birmingham, AL - \$21 Million
Awarded Commercial Real Estate Deal of the Year 2012 &
ABC Merit Award- AL Chapter 2012
74,000 sf build-to-suit building developed with the purpose of consolidating multiple clinics into a single location
Role: Site Selection and Project Management

CRD - Becky Carpenter
Development Project Manager, CRD
Role on the Project: Project Manager, PDO Development

As Development Project Manager for CRD, Becky works with clients, partners, contractors, and consultants in managing the pipeline of development opportunities for the company, assists with construction management activities for active development projects, and provides data analytics and insight to support internal decision making. Becky has over 13 years of experience and brings a process-oriented focus to the company, with experience establishing technical and business development processes for several organizations.

Years of Experience: 13

Selected Experience:
Encompass Health (formerly HealthSouth Corporation) HQ, Birmingham, AL - \$63 Million
Awarded Commercial Real Estate Deal of the Year 2015
Set on 7 acres in the wooded suburban locale of Liberty Park, the project deploys an office building and parking deck.
Role: Developer

CRD - Carol Clarke
Project Director & Community Development Specialist, CRD
Role on the project: Community Engagement and Outreach

As Project Director and Community Development Specialist, Carol is responsible for managing day-to-day activities related to delivery of assigned projects and assisting with community development strategies, as needed, on any of the company's real estate development projects. Carol's responsibilities range from coordinating entity formation and deal structuring in the early stages to ongoing management of issues, budgets, and schedules throughout the development process. With a passion for up-building both people and places, Carol keeps busy beyond the work day with her volunteer service and support of many charitable causes themed around community development, arts, and culture.

Years of Experience: 20

Selected Experience:

Carol currently serves as the General Manager of Southside Development Company (SDC), a CRD-venture selected by the Housing Authority of the Birmingham District in 2017 to be its developer partner for the Southtown Community Redevelopment.

Carol has previously served as Economic Development Director for the City of Birmingham, served on the Birmingham Planning Commission, and served on Birmingham City Schools Board. Her extensive experience with P3 deal structuring includes negotiating public participation in the 740-acre Barber Motorsports Park, Summit Shopping Center, Block 160-UAB North Pavilion Parking Deck and Hotel, and Eastwood Mall. She has prepared several urban renewal plans that were approved by the impacted neighborhoods and the Birmingham Planning Commission before adoption by the Birmingham City Council and directed the Federally-funded Minority Business Opportunity Center program for the City of Birmingham.



DUANE JONES
Project Estimator



Mr. Jones serves as Lord & Son Construction's manager of pre-construction activities. During his 28 years in the construction industry he has performed a number of roles from carpenter to Division Manager and Director of Operations for two ENR top 400 contractors. His experience includes management of a staff of project managers, project engineers and field supervisors providing general oversight of projects and responsibility for divisional profitability. He has helped develop and interface corporate procedures with both project management and accounting personnel. His duties included monitoring subcontractor negotiations, project scheduling, job buy-out and owner negotiations and performance aspects of projects. He has been responsible for pre-construction and construction related activities on negotiated, design-build and at-risk construction management projects. His duties have included sub-contractor negotiations, project scheduling, job buy-out and owner negotiations. His project experience range in size from two million to over twenty million dollars.

RESPONSIBILITIES INCLUDE:

- Subcontractor Scope of Work Preparation
- Pre-Qualification of Subcontractors, Oversight of Estimating/Bidding Procedures
- Estimating/Pre-Construction Management, Estimating, Contract Review

PROJECT EXPERIENCE INCLUDES:

- VA Parking Deck, Biloxi, MS
- Walton Middle School, Defuniak Springs, FL
- TopSail Renovations
- Silver Dunes Condominiums, Destin, FL
- Beach Club Condominiums, Ft Morgan, AL
- Silver Beach I & II Condominiums, Destin, FL
- Boys & Girls Club, South Walton, FL

**18 Years with
Lord & Son
Construction, Inc.**

**Certified General
Contractor
CGC 1507710**

**Bachelor of
Science
Building
Construction
Auburn
University
1988**

**Associated
Builders and
Contractors
Mid-Gulf Chapter
Board of
Directors
2002-2005**





RYAN CHAVERS
LEED® AP
Project Manager



Mr. Chavers has over eighteen years of experience in the construction industry and has been with Lord & Son for over fifteen years. During this time he has served as a project manager on various projects and has gained extensive experience with quality control, project administration, scheduling, personnel management and project coordination.

RESPONSIBILITIES INCLUDE:

- Project administration from contract award to final completion
- Quality control functions
- Submittal review and approval
- "Green" building initiatives
- Project coordination
- Project close-out
- Issuance, negotiation, and administration of subcontracts and purchase orders
- Preparation of monthly payment and progress schedules
- Coordination between owner, architect, field superintendent, and subcontractors

PROJECT EXPERIENCE INCLUDES:

- O'Sullivan Creel Office, Ft. Walton Beach, FL
- VA Parking Garage, Biloxi, MS
- Building 3057 (Hangar) Renovation, Duke Field, Eglin AFB, FL
- Longwood Elementary School, Shalimar, FL
- Bob Hope Village, Ft. Walton Beach, FL
- VA Outpatient Clinic, Eglin AFB, FL
- Okaloosa County Conference Center, Ft. Walton Beach, FL
- Holiday Isle Towers, Hurricane Repairs, Destin, FL
- Jetty East Condo, Hurricane Repairs, Destin, FL
- First Baptist Church, Ft. Walton Beach, FL



Bachelor of Science
Building Construction
University of Florida
1999

18 Years in Construction
15 Years with Lord & Son

LEED® Accredited
Professional

OSHA 40-Hour Training
Course



LEVEN D. LORD II
VICE PRESIDENT
Project Executive



Mr. Lord (Spike) has over 24 years of experience in the construction industry. Through the direct tutelage of his father, Leven D. Lord, President and founder of Lord & Son Construction, Inc., he has acquired comprehensive experience and knowledge in all facets of commercial construction, as well as the technical and administrative functions of Lord & Son.

RESPONSIBILITIES INCLUDE:

- Project administration from contract award to final completion
- Issuance, negotiation, and administration of subcontracts and purchase orders
- Preparation of monthly payment and progress schedules
- Coordination between owner, architect, superintendent and subcontractors

PROJECT EXPERIENCE INCLUDES:

- Walton Middle School Defuniak Springs, FL
- Rosemary Beach Owner's Center, Rosemary Beach, FL
- Dr. O'Donnell's Office, Santa Rosa Beach, FL
- Surf Hut, Santa Rosa Beach, FL
- Okaloosa County Conference Center, Okaloosa Island, FL
- Boys & Girls Club, South Walton County, FL
- Okaloosa County Airport Expansion, Valparaiso, FL
- Deer Point Elementary School, Lynn Haven, FL
- Mossy Head Elementary School, Mossy Head, FL
- O'Sullivan Creel Office, Ft. Walton Beach, FL
- Pat O'Brien's Restaurant, Destin, FL
- Destin Surgery Center, Destin, FL
- Enlisted Open Mess, Eglin AFB, FL
- Cuvee Beach Restaurant/Wine Cellar, Destin, FL



Bachelor of Science
Building Construction
University of West Florida
1992

24 Years in Construction
24 Years with Lord & Son

Certified Gen. Contractor
Florida
CG C057094

Certified Gen. Contractor
Georgia
CG C002537

Certified—CPM Network
Analysis

Certified—OSHA Compe-
tent Person

Member—Associated
General Contractors
NW Florida Chapter

Member—Associated
Builders and Contractors,
Inc.
North Florida Chapter



Mike O'Grady
Project Manager



Mr. O'Grady has over 24 years of experience in the construction industry. Over the course of his career, Mr. O'Grady has gained experience in all phases of construction from cost estimating to project management. He has managed over 25 diverse projects while at Lord & Son, including the Fuel Cell Hanger at Dannelly Field. Mr. O'Grady's forte is subcontractor management and scheduling. Working closely with the Alabama National Guard and Seay-Seay Architects, Mike was successful in delivering a top quality LEED Silver project. At Lord & Son, our Project Managers are given the authority and responsibility for the overall management of the project all supporting staff report to them (with the exception of the Safety Manager who reports directly to the President of Lord & Son). All subcontracts, schedules, logs, accounting, quality control, payment applications, etc. lie under the responsibility of the Project Manager. Mike served as LEED Coordinator for Lord & Son responsibilities with regard to achieved points.

RESPONSIBILITIES INCLUDE:

- Project Administration from Contract Award to final completion
- Cost estimating scope of work changes, issuance, negotiation of subcontracts
- Safety & Quality Control Management

PROJECT EXPERIENCE INCLUDES:

- Rosemary Beach Owner's Center, Rosemary Beach, FL
- The Lofts at Barrett Square, Rosemary Beach, FL
- Surfhut Restaurant, Destin, FL
- Dr. O'Donnell's Office, Miramar Beach, FL
- Rockin Taco's & Al's Burger Bar & Grill, Fort Walton Beach, FL
- O'Sullivan Creel Office Building, Fort Walton Beach, FL
- Destin Surgery Center, Destin, FL



*18 Years with
Lord & Son, Inc.*

*Bachelor of Science in Building
Construction,
University of
Florida, 1994*

*LEED
Accredited Professional*

Clark Bailey, PE, PTOE

9 Years of experience
BS, Civil Engineering, 2006



Licenses and training:

FL PE #80777	Professional Traffic Operations Engineer #4032
MS PE # 27080	Vistro
AL PE #31582	VISSIM
GA PE #040701	ArcGIS
LA PE #40717	Auto CAD HCS+
TX PE #122838	Synchro

Mr. Bailey recently joined Volkert and has eight years of experience. Mr. Bailey was previously a project manager for traffic engineering and planning at Skipper Consulting, Inc. He has experience in designing multiple adaptive traffic signal systems (SCATS, SCOOT, ACS-Lite), design of traffic signals, development and implementation of system timings, installation of fiber optic trunk cables for ITS use, assistance with long-range plans and transit studies for local municipalities, and managed design-build projects for traffic signal upgrades.

Traffic Engineer for the PD&E Study for SR 30 (US 98) Gregory Street and Bayfront Parkway at the 17th Avenue Intersection in Pensacola, Florida for FDOT. Volkert will analyze and assess capacity needs and improve the flow of traffic at level of service D or higher. Volkert's services will include environmental and engineering studies, traffic analysis and simulations, including consideration of all social, economic, environmental effects, and mitigation as required by the PD&E Manual, along with the required environmental documents, engineering reports, preliminary plans and public meetings required for a PD&E Study.

Traffic Engineer for the Development of the Pensacola Beach Congestion Management Plan for the Escambia County Commission. The project consisted of an update to the Congestion Master Plan as well as development of construction plans to immediately alleviate congestion in the area. The project also included development of a capital improvement plan for both short-term and long-term improvements along the corridor to improve beach access and alleviate traffic congestion in the area. Volkert staff was responsible for reviewing the master plan and updating it for current and future demands, prioritize identified improvements to be implemented as funding became available. Design services of approved recommendations are now underway.

Traffic Engineer for an interchange on McFarland and University in Tuscaloosa, Alabama for the Alabama Department of Transportation (ALDOT). The project consisted of the development of alternative interchange concepts for the interchanges of McFarland Blvd at University Dr. in Tuscaloosa Alabama. Each alternative concept was analyzed and 3D models created to determine potential trouble spots and benefits.

Traffic Engineer to Evaluate Roundabout Concept for Williams Avenue for the City of Huntsville, Alabama. This project explored traffic benefits of installing a roundabout at the intersection of Williams Avenue and Lowe Drive in Huntsville Alabama in lieu of a conventional signal. The project involved analysis and development of a concept for the intersection.

Traffic Engineer for US 11 at Sullivan Kilrain Road and I-59 part of a statewide master contract for traffic improvements, for MDOT. This project is to provide an alternative analysis study for the intersection of U.S. 11 at Sullivan Kilrain Road, the I-59 northbound ramps, and the I-59 southbound ramps. The alternative improvements evaluated the analysis of traffic conditions for each alternative using the existing and future traffic volumes, including the determination of various MEOs, LOS, and approach delay. The LOS and overall operations of each alternative were then compared to the baseline conditions of the no-build alternative to determine the magnitude of operational improvement expected. The conceptual plans for the alternatives included typical sections, plan/profile/ striping sheets, cross-sections, and preliminary right-of-way limits.

Mike Warnke, PE, ENV SP

21 Years of experience

BS, Civil Engineering, Florida State University, 1996



Licenses and training:

FL PE #64091

AL PE # 28976

MS PE #18544

Envision Sustainability Professional Certification

OSHA 30 Hours

USACE Construction Quality Management for Contractors

Mr. Warnke joined Volkert in 2014 and has over 21 years of professional engineering experience in the Florida panhandle. His experience includes project management responsible for scheduling, budgeting, design oversight, coordination, and client relations. He is certified as an Envision Sustainability Professional (ENV SP) as well as in Contractor Quality Management by the U.S. Army Corps of Engineers (USACE).

Project Manager for Sidewalk Improvements for King Middle School and Grover Lane in Santa Rosa County, Florida for the Santa Rosa County Board of Commissioners. The Glover Lane sidewalk project will provide sidewalks to provide additional pedestrian/student access along Glover Lane from Hamilton Bridge Road to Hobbs Middle School along Glover Lane. The King Middle School sidewalk project will provide sidewalks to provide additional pedestrian/student access to King Middle School along Rosasco Street, Byrom Street and King Street. The project includes the development of construction plans in accordance with FDOT design standards and the Florida Greenbook and ADA requirements. Volkert provided engineering design and specifications, construction estimates and real estate acquisition services. This project was completed using FDOT LAP funds.

Project Manager for the Development of the Pensacola Beach Congestion Management Plan for the Escambia County Commission. The project consisted of an update to the Congestion Master Plan as well as development of construction plans to immediately alleviate congestion in the area. The project also included development of a capital improvement plan for both short-term and long-term improvements along the corridor to improve beach access and alleviate traffic congestion in the area. Volkert staff was responsible for reviewing the master plan and updating it for current and future demands, prioritize identified improvements to be implemented as funding became available. Design services of approved recommendations are now underway.

Project Manager for the Stillbrook Road Drainage Improvements for Escambia County Commission. The project consisted of professional services for drainage improvements to repair or replace the existing culverts at Quiet Creek. This area had multiple failures, during the April 2014 storm events, which created pot holes and sinkholes throughout the roadway. The project required the replacement of the triple 72" CMP culverts and roadway repairs along Stillbrook Road.

Project Engineer for the Chimney Pines S/D drainage upgrades for Escambia County Commission. The project consisted of improvements to existing inlets, piping and concrete flume along Chimney Pines Road that discharges to the existing pond and the pond discharge swale which was damaged during the April 2014 rainfall. The project addresses groundwater seepage in the vicinity of existing inlets by designing an underdrain system that ties into existing stormwater conveyance system.

Project Manager for the Ten Mile Creek Stream Stabilization for Escambia County Commission. The project consisted of stabilizing Ten Mile Creek, in the Eleven Mile Creek Drainage Basin and Perdido Bay Watershed, which was damaged during the April 2014 rain event. Services included development of construction documents with specifications, watershed assessments, engineering analysis, environmental permitting, NRCS coordination and approval, stormwater design and modeling, and utility coordination.

Project Manager for the Jackson Creek Floodplain Restoration, Escambia County, Florida. The project involves the restoration of approximately 5 acres of wetlands and the stabilization of approximately 1,800 linear feet of stream along Jackson Creek. Volkert is providing planning, design, coordination, easement acquisition, and permitting services. This project is being funded through a grant from the National Fish and Wildlife Foundation (NFWF) Gulf Environmental Benefit Fund (GEBF).

Shawn Justice, PE

23 Years of experience

BS, Civil Engineering, Auburn University, 1994

Licenses and training:

FL PE #58652



Mr. Justice joined Volkert in February 2015 as the firm's new Northwest Florida Operations Manager for the Gulf Design Region. With over 23 years of engineering design experience in Florida, he has served as project manager and client service manager for transportation improvement projects and programs that required permitting, CEI, scheduling, and NPDES stormwater permit compliance.

Project Manager for the PD&E Study for SR 30 (US 98) Gregory Street and Bayfront Parkway at the 17th Avenue Intersection in Pensacola, Florida for FDOT. Volkert will analyze and assess capacity needs and improve the flow of traffic at level of service D or higher. Volkert's services will include environmental and engineering studies, traffic analysis and simulations, including consideration of all social, economic, environmental effects, and mitigation as required by the PD&E Manual, along with the required environmental documents, engineering reports, preliminary plans and public meetings required for a PD&E Study.

Principal-in-Charge for the Development of the Pensacola Beach Congestion Management Plan for the Escambia County Commission. The project consisted of an update to the Congestion Master Plan as well as development of construction plans for short-term and long term improvements in order to improve beach access and alleviate traffic congestion in the area. Volkert was responsible for reviewing the master plan and updating it for current and future demands, prioritizing and identifying improvements to be implemented as funding becomes available. Design services of approved recommendations are now underway.

Project Manager for SR 30E from Test Site D 3A to Coastline Drive (Cape San Blas) in Gulf County, FL. This project includes design of a Pile Supported Roadway, which is a unique engineering solution that will provide a stable and protected connection of SR 30E from SR 30A to the residents of and visitors to Cape San Blas. SR 30E through this section of Cape San Blas has been subject to the fastest eroding shoreline in the State of Florida and consistently sustains damage from coastal storm events.

Principal In Charge for the FDOT D3 D/W Drainage Design Contract. This contract provides general drainage engineering services to the Florida Department of Transportation to include plan reviews, field reviews, drainage designs, coastal engineering and Value Engineering support.

Project Manager for the SR 20 Trammell Bridge Feasibility Study in Calhoun & Liberty Counties, FL This PD&E Study was initiated as a Feasibility Study to determine the feasibility of removing from service a historic bridge structure. Upon determination of feasibility, a PD&E Study will be conducted to analyze and document engineering and environmental impacts associated with a yet to be determined disposition alternative. Shawn serves as Project Manager for all facets of the Feasibility Study and will serve as Project Manager throughout the PD&E process.

Principal-in-Charge for the Ten Mile Creek Stream Stabilization for Escambia County Commission. The project consisted of stabilizing Ten Mile Creek, in the Eleven Mile Creek Drainage Basin and Perdido Bay Watershed, which was damaged during the April 2014 rain event. Services included development of construction documents with specifications, watershed assessments, engineering analysis, environmental permitting, NRCS coordination and approval, stormwater design and modeling, and utility coordination.

Principal-in-Charge for the Jackson Creek Floodplain Restoration, Escambia County, Florida. The project involves the restoration of approximately 5 acres of wetlands and the stabilization of approximately 1,800 linear feet of stream along Jackson Creek. Volkert is providing planning, design, coordination, easement acquisition, and permitting services. This project is being funded through a grant from the National Fish and Wildlife Foundation (NFWF) Gulf Environmental Benefit Fund (GEBF).

EXPERIENCE PRIOR TO JOINING VOLKERT INCLUDES THE FOLLOWING:

Sr. Program Manager / Office Leader / Client Service Manager of the General Engineering Consultant (GEC) Program for FDOT, District Two. While serving at Atkins North America (formerly PBS&J), Mr. Justice was responsible for all aspects of the GEC program including project management, cost estimating, plan & specification review, permitting, public information, right of way acquisition & relocation, right of way mapping, construction engineering & inspection, scheduling, and NPDES stormwater facility permit compliance. He successfully competed for two-to-five year contracts and numerous supplemental task assignments, grew and managed an internal core service program team from 10 to 38 members in six years (2008-2014), managed contracts with over 60 sub-consultant specialty firms, and coordinated pursuits of transportation work in Northwest Florida.

Project Manager / Deputy Program Manager / Office Leader of GEC Services for Construction, Maintenance & Traffic Operations for FDOT, District Three. Mr. Justice was responsible for all GEC services related to FDOT Operations (Construction, Maintenance & Traffic Operations). He managed all facets of various design projects to include scope, schedule, budget, coordination and communication. Justice was responsible for the planning, organization and implementation of a proactive process by which FDOT D3 conceptually identifies, scopes and budgets resurfacing projects for future years, and he developed (as owner's representative) contract documents (conceptual plans, RFP, and specs) for a wide variety of design-build projects within the District. In many cases, he managed said projects from inception to completion, and also provided professional engineering guidance, review and endorsement for all un-signalized intersection studies conducted within District Three.

Structures Engineer for Design of the New 1-10 / I-110 Interchange in Escambia County, Florida. Mr. Justice served as a structures design team member for the design of the new 1-10 / I-110 Interchange in Escambia County, Florida. Design activities included load ratings, quantity calculations, and computation book compilation for superstructure, substructure, temporary and permanent retaining walls, and mast arm signal structure items.

Structures Engineer for the Florida Department of Transportation, District Three – 1994-2000.

- **St. Marks River Bridge, Newport, Florida** – Design activities included superstructure load rating and pier cap design for the 300-foot bridge located on SR 30 (US 98) over St. Marks River in Newport, Florida. The project also involved the demolition and removal of an existing bascule bridge. The St. Marks River is an Outstanding Florida Waterway.
- **Munson Slough Bridge, Tallahassee, Florida** – Project designer for all structural components of the three-span continuous flat slab structure located on SR 61 (US 319) just south of Tallahassee, Florida.
- **FDOT Districtwide Hurricane Opal Mast Arm Project** – Coordinated shop drawing and foundation design reviews, reviewed contractor proposed changes, and assisted in conflict resolution for matters concerning the installation of approximately 330 mast arm signal structures in the two years following Hurricane Opal.

OUR TEAM

We will provide the City with comprehensive, ongoing executive-level and Subject Matter Expertise through our local Florida-based operations experts, Fred Bredemeyer and Jeff Crimmins, as well as Steve Resnick, CAPP, SVP, and Kerry Loomis, VP, from our dedicated municipal division. This dynamic team will optimize the City's success in all present and future parking endeavors.



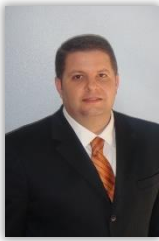
Steve Resnick, Senior Vice President, Municipal Division

Steve Resnick, CAPP (Certified Administrator of Public Parking through the International Parking Institute and the University of Virginia), joined the firm in 2016 as Senior Vice President of Citizens | GOVT Solutions, a dedicated municipal parking division serving the Company's public-sector clients exclusively.

A proven leader and facilitator, Steve has more than twenty (20) years of experience in the parking industry and has acted in a variety of professional capacities thereto. He was responsible for several notable contract awards (public and private sector) while working at SP+ Corporation, as Vice President of Business Development, and Vice President of Municipal Services, respectively. Disciplines included Municipal operations, Class-A office buildings, bank portfolios, retail projects, healthcare facilities, white-glove and large-scale valet services, mixed-use projects, stadium and transportation accounts.

Steve began his parking industry career as a Facility Manager and was promoted to Senior Manager of Operations for the Company's urban and public-sector operations throughout Southern California, with added responsibilities for CO, AZ, and NV. He spent seven (7) years managing operations of all sizes and scope. Responsibilities included cash accounting and revenue control, permit sales, monthly reporting, training, scheduling, administration, auditing, traffic control, cash transport and depository functions.

Steve has been actively involved in a number of civic, charitable and professional organizations, including BOMA, IREM and ICSC. He is a past Board Member of the Santa Monica Chamber of Commerce and participated in its Parking Task Force and Government Affairs Committee. Steve also served on the Board of Directors for the Capital City Partnership, a public-private partnership in St. Paul, MN that consisted of over fifty (50) of the Twin Cities' largest corporations. Steve is also a prominent member of his community, having served as the President of the Tarzana Estates Homeowner's Association, and as Vice President of the Penfield Estates Homeowner's Association.



Andrew Tedrick, Senior Vice President – Southeast

Andrew joined Lanier Parking Solutions in 2016. Prior to Lanier, Andrew spent 21 years with SP Plus Corporation (formerly Central Parking) beginning as a valet attendant and most recently as the Vice President overseeing the company's portfolio in Florida and the Caribbean consisting of over 125 locations and over \$28 Million in revenues. Andrew has held numerous positions of increasing responsibility during his career based in various cities throughout Florida and Texas. He worked in several different verticals including Class A office and mixed-use developments, hospitality, stadiums, airports and municipal locations.

Andrew earned his bachelor's degree from the University of South Florida and currently serves on the Board of Directors for BOMA, Miami-Dade. He is an insightful leader with a record of equal dedication to operations and business development. A skilled and effective communicator, his strengths and hands-on experience encompass all areas of responsibility that are charged to his position as Senior Vice President.



Jeff Crimmins, Regional Vice President, Florida

As Regional Vice President, Jeff Crimmins brings parking experience that spans over 20 years. Jeff joined Lanier Parking in January of 2016, having most recently served as Regional Manager for Park One of Florida.

Jeff began his career in transportation, working for Allright Parking in Atlanta, GA and has since served in various management roles for Central Parking, Standard Parking, Park One, and Lanier. He has extensive knowledge in the following markets: Atlanta, Mobile, Knoxville, North and Central Florida, Miami Dade/Broward County. Jeff attended Florida State University and The University of Georgia, where he studied chemistry prior to working with Allright Parking.

Jeff's hobbies include golfing and cooking. He also holds memberships in the Building Owners and Managers Association (BOMA), Hillsborough County Hotel Motel Association, and Central Florida Hotel and Lodging Association.

Proposed operational manager for this project is Isiah Robert Mouw

Isaiah Robert Mouw, CAPP, CPP
808 Lynnstone Dr, Chattanooga, TN 37405 (423) 618-9900

EXECUTIVE PROFILE

Certified Parking Professional and Executive with over 11 years of experience in the municipal parking industry and over 14 years of experience in customer relations.

QUALIFICATIONS SUMMARY

2018 – Present Vice President of Municipal Division, Citizens Lanier Holdings
Support and direct all municipal operations of Citizens Lanier Holdings including proposal management, consulting, training, SME start-up and transition for all government parking operations including municipal, airport and university.

2014 – 2017 Chief Operating Officer, Municipal Citation Solutions, LLC.
Oversee Business Development and Operations for Municipal Citation Solutions (MCS), an Impark Company. Transitioned ticketing system from toughpads to smartphones. Developed company website. Secured partnerships with Genetec, Parkmobile, Panasonic and more. Led MCS to 4 straight years of 25% growth in EBITDA.

2014 – 2017 Senior Vice President, Impark
Directed On-Street operations including proposal management, consulting, training, technology integration, start-up and transition for new municipal on-street contracts leading to North America's largest enforcement companies.

Career highlights include:

- Recipient, International Parking Institute (IPI) Chairman's Award For Excellence (2014)
- Recipient, National Parking Association (NPA) "40 Under 40" Award (2015)
- Managed Republic Parking System's first ever turnkey On-Street operation
- Member, IPI Board of Advisors
- Board Member, IPI CAPP Board
- Chair of Green Parking Council (GPC) Sustainability Committee (2013-2014)
- Member of IPI Sustainability Committee (2011-2014), IPI Parking Matters Committee (2011-2014), IPI "Ask the Expert" publication panel and Smart Parking Alliance
- Recipient, Honorary Kentucky Colonel through the Commonwealth of Kentucky (2014)
- Authored "Garage in an Urban Context" in the IPI/NPA book on Parking Sustainability (2014)
- Certified Administrator of Public Parking (CAPP) through the International Parking Institute (2011)
- Certified Parking Professional (CPP) through the National Parking Association (2012)
- Certified LEED Green Associate through the U.S. Green Building Council (2011)
- Certified ParkSmart Green Garage Assessor (2015)
- Certified IPI Accredited Parking Organization (APO) Site Reviewer (2016)

ADDITIONAL PROFESSIONAL EXPERIENCE

REPUBLIC PARKING SYSTEM, 2011-2014

Senior Manager, Louisville, Kentucky

Oversee and support the South Sector facilities for the Parking Authority of River City (PARC) which includes 24 locations, including 7 fully automated, and over 7,000 parking spaces accounting for over 12 million dollars annually. Manage and oversee 17 manager personnel and over 75 employees including cashier, event and maintenance employees.

REPUBLIC PARKING SYSTEM, 2010-2011

Assistant District Manager, New England

Oversee and support the New England District for Republic Parking System, which includes 29 locations and over 15,000 parking spaces accounting for over 13 million dollars annually. Direct and support fifteen managerial personnel to reach Client and Company goals.

EDUCATION AND TRAINING

M.B.A., Management, University of Tennessee at Chattanooga (2007)

B.S., Business Management, Tennessee Temple University (2006)

CAPP, Certified Administrator of Public Parking, International Parking Institute (2011)

CPP, Certified Parking Professional, National Parking Association (2012)

LEED GA, LEED Green Associate, U.S. Green Building Council (2011)

SPS – References

Current References:

City of North Augusta, SC

Todd Glover, City Manager & Chief Administrative Officer
100 Georgia Ave.
North Augusta, SC 29861-6400
tglover@northaugusta.net

SPS roles: SPS self-performed design, development, construction financing, and oversight of construction activities for the Phase One which included a 600-space municipal garage. SPS is pending release for Phase Two which will include 2-garages totaling approximately 1200-cars. SPS has provided preliminary design and budgetary information for the Phase Two garages. SPS has also provided preliminary operational documents including lease parking arrangements and contracts. It is intended SPS will operate the system once completed.

City of Aiken, SC

Stuart Benenbaugh, City Manager
135 Laurens Street, SW
Aiken, SC 29802
SBedenbaugh@CityofAikenSC.Gov
803-642-7666

SPS role: SPS has been selected as the City's parking developer for an approximately 350 car garage. SPS is providing design, development, and financing functions.

City of Beaufort, SC

Dick Stewart – Land Owner / Partner
2015 Boundary Street, Suite 300
Beaufort, SC 29902
dstewart@303associates.com
843-521-9000

SPS role: SPS partnered with Dick Stewart (land owner in downtown Beaufort). Over the past two-years, SPS has met with the City and multiple City entities (Chamber, Historic Beaufort Foundation, Beaufort Downtown Development Assoc., City Planning Dept., Etc.) to educate and explain parking development functions and needs downtown. SPS has developed a garage plan, budget, financing option, and now completing permitting for a 400-space garage to be used by local commerce and the City.



DEPARTMENT OF VETERANS AFFAIRS
Charlie Norwood VA Medical Center
1 Freedom Way
Augusta, GA 30904-6285

RE: Reference Letter for Structured Parking Solutions, LLC

To Whom It May Concern,

This letter is to recognize the outstanding performance of Structured Parking Solutions, LLC (SPS) who recently completed the design portion of the Design/Build parking garage project for the Charlie Norwood VA Medical Center in Augusta, Georgia. The 490 space garage will provide much needed parking for both patients and employees.

The SPS design team of Mr. Adrian Lovell, Jr. PE and Mr. Michael Richardson, AIA was very creative, professional and extremely cooperative in all phases of design implementation. The solicitation for this project contained no bridging documents and a very limited description of scope objectives. SPS took the initiative, once awarded, to meet with our local VA staff to insure that the ultimate design of the garage would accommodate the varied needs of the Charlie Norwood population. We greatly appreciated their "team" approach to the project.

They are also well versed in VA design and construction guidelines and standards. Of the patients utilizing the new garage, over half will be spinal cord injury patients. Great care was taken to insure safe egress from every accessible parking space back to the hospital.

We were also very impressed by their ability to accelerate the design schedule beyond what was stated in the original solicitation. The solicitation outlined a design schedule of 175 days and SPS was able to deliver their final design submittal in 132 days. This is only 75% of the design duration originally envisioned. Parking is scarce on campus and has been an ongoing problem that the new garage will remedy. SPS wasn't asked to better the schedule, but did so on their own accord based on their experience and knowledge of the project. This is just another example of SPS's "team" approach and the value that they bring to their clients.

Structured Parking Solutions has been an excellent design firm to work with. Their design staff is knowledgeable and proactive in determining cost effective design solutions to achieve positive results. They have produced a high quality design solution for the VA. We would highly recommend SPS to you for professional design services on your project.

Sincerely,


Gregory King



DEPARTMENT OF VETERANS AFFAIRS
Medical Center
1030 Jefferson Avenue
Memphis TN 38104

01/11/2016

In Reply Refer To: 614/138

Re: Reference Letter for Structured Parking Solutions, LLC

To Whom It May Concern,

This letter is to recognize the current outstanding performance of Structured Parking Solutions, LLC (SPS) and their team who was recently awarded the Memphis VAMC EUL design, construction, development, finance, and management contract for the expansion and management of campus parking at the Memphis, TN VAMC. The contract requires their team to develop an 860 space garage which will provide much needed parking for patients, visitors, and employees. The EUL also allows their team to develop ancillary use structures on the VAMC campus. These plans currently include a medical office building and additional parking garage for its support.

The SPS team lead by Mr. Adrian Lovell, Jr. PE, Mr. Michael Richardson, AIA, and Mr. Greg Darden have been very creative, professional and extremely cooperative in all phases of the current process. The solicitation for this project contained no bridging documents and a very limited description of scope objectives. SPS took the initiative, once awarded, to meet with our local VA staff and EUL officials in Washington to develop a financial and development model which was favorable for all parties. There were significant financial constraints and EUL regulations burdening the project. SPS had a difficult task but was successful in creating a pay-to-park model for the campus which allowed the project to move forward. We greatly appreciated their "team" approach to the project.

While still in design, we understand SPS is well versed in VA design and construction guidelines and standards.

Structured Parking Solutions has been an excellent firm to work with thus far. Their staff has proven to be knowledgeable, proactive, solution oriented, accessible, and a true leader in the project. We look forward to finishing the project with them and would highly recommend SPS to you.

Sincerely,

Robert N. Pesch, P.E., C.G.C.
Chief, Engineering Service

Lord & Son Construction – References



Walton Board of County Commissioners

76 North 6th Street - DeFuniak Springs, FL 32433 - Phone: (850) 892-8155

<http://www.co.walton.fl.us/>

Larry Jones

County Administrator
Walton County, FL

Stan Sunday

Deputy County Administrator
Walton County, FL

Dede Hinote

Deputy County Administrator
Walton County, FL

September 20, 2016

Re: Letter of Recommendation for Lord and Son

To whom it may concern,

I am pleased to provide this Letter of Recommendation for Lord and Son Construction Company. Lord and Son along with Dag Architect were contracted by the Walton County Board of County Commissioners to provide a design/build remodel project for the Tourist Development Council (TDC) visitor center.

The project presented many challenges. During construction, they were required to coordinate all of the various construction activities while the TDC continued business as usual. I am pleased to say they went over and above to ensure our operation continued with very little disruption to our staff and visitors. They were extremely well organized during the entire process. Their project manager was instrumental in communicating daily with our staff to ensure any activity planned for the next day would not interfere with our daily operations and meetings scheduled, and if needed, they would make any necessary adjustments to accommodate our operation. I would like to add, to date we have not had to call them back for any warranty work. The project was a total success, on time and on budget.

I would highly recommend Lord and Son for your project. Please do not hesitate to call me office 850- 951-7285 or cell 850-307-3861 if you have any questions regarding their services.

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Sell".

Dave Sell, Risk Manager

Walton Board of County Commissioners

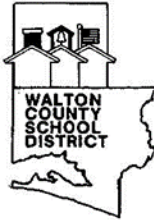
District 1: Bill Chapman

District 2: Cecilia Jones

District 3: Bill Imfeld, Chair

District 4: Sara Comander, Vice Chair

District 5: Cindy Meadows



WALTON COUNTY SCHOOL DISTRICT

CARLENE H. ANDERSON – SUPERINTENDENT OF SCHOOLS

145 Park Street, Suite 2
DeFuniak Springs, Florida 32435
Telephone: (850) 892-1100
FAX: (850) 892-1191

July 13, 2009

To: Whom It May Concern

Reference: Lord and Son Construction
Leven Lord, John Klump and Don Smith

Dear Folks,

It's my pleasure to give a reference for Lord and Son Construction. I have been affiliated with Leven Lord and Lord and Son Construction for over 20 years working on various school construction and renovation projects. The most recent project they completed was Mossy Head Elementary School in Walton County.

The Mossy Head project was headed by John Klump, Project Manager and Don Smith, Superintendent. These gentlemen did an outstanding job for the Walton County School District and the school turned out great. John Klump worked closely with our Facilities Staff on every phase of the project, including a "Direct Owner Purchase" which saved the School District over \$500,000 in sales tax savings.

Don Smith was the man on the job from sunrise to sundown. He conducted the daily scheduling with various subcontractors and was an on-site problem solver. I felt that the whole project was in good hands with Don in charge. He offered our design consultants solutions to problems and implemented those solutions into actions.

The schedule for the project had a extremely tight time line, but Lord and Son was completed the project on time with very minimal change orders. In all, they were a quality company to work with and I look forward to future projects with Lord and Son Construction.

Respectively,

Mark K. Gardner

Mark K. Gardner
Director of Facilities

"COMMITTED TO EXCELLENCE IN STUDENT ACHIEVEMENT"

MILDRED WILKERSON
DISTRICT 1

WILLIAM E. LAIRD
DISTRICT 2

SHARON ROBERTS
DISTRICT 3

MARK D. DAVIS
DISTRICT 4

DARRELL BARNHILL
DISTRICT 5

Volkert Engineering – References

- Gulf Place Beach Boulevard Streetscape and Revitalization for City of Gulf Shores, Alabama. Reference: Mark H. Acreman, P.E., Public Works Director, (251) 968.1155, macreman@gulfshoresal.gov
- Atlanta Beltline Complete Street Conversion Project for Ralph David Abernathy Boulevard. Reference: Shaun Green, Senior Transportation Engineer, 404.477.3667, sgreen@atlbeltline.org.
- Development of the Pensacola Beach Congestion Management Plan, Pensacola, FL. Reference: David Forte, Division Manager, Public Works Department, 850-554-8187, DVFORTE@co.escambia.fl.us



Lanier – References

- **City of Myrtle Beach, SC** - David Sebok, *Executive Director* (843) 918-1065
dsebok@cityofmyrtlebeach.com
- **City of Wilton Manors, FL** - Bob Mays, *Finance Director* (954) 390-2143
bmays@wiltonmanors.com
- **City of Wrightsville Beach, NC** - Tim Owens, *City Manager* (910) 256-7900
towens@towb.org
- **City of Wilmington NC** - Chance Dunbar, *Parking Manager* (910) 342-2786
chance.dunbar@wilmingtonnc.gov

Mayor
Douglas F. Samples
Administrator
Micki Fellner
Town Clerk
Debra E. Hermann, CMC



Town of Surfside Beach

Town Council
Robert F. Childs
Mark L. Johnson
Mary Beth Mabey
Ralph Magliette
David L. Pellegrino
Randle M. Stevens

October 1, 2014

Town of Surfside Beach
115 Highway 17 North
Surfside Beach, SC 29577

To Whom It May Concern:

I am writing this letter to recognize Lanier Parking Solutions as an extraordinary service provider with regard to seasonal parking in our beach zones. They have managed our entire parking function in a turnkey fashion and made the process much easier for the town.

From equipment strategies to enforcement to reporting they have an efficient, systematic operational approach designed to maximize profit and minimize headaches. Their staff is professional, customer service oriented and trustworthy and all violations are backed up with photos. Their management team is also truly impressive and ready to assist when changes need to be implemented or adjustments made.

I could not imagine a better partner to handle our parking services.

Sincerely,

Micki Fellner
Town Administrator

The Family Beach

Dedicated people providing quality and responsive service to our community.
115 US Highway 17 North, Surfside Beach, SC 29575-6034 • www.surfsidebeach.org
Telephone 843.913.6111 • Facsimile 843.238.5432 • Email town@surfsidebeach.org

Tab 3. Financial Capacity

As team leader, designer, developer, and tentative co-financier for this project, SPS offers the following financial information. Structured Parking Solutions (SPS) is a privately held company which establishes sole-use corporations to hold ownership to each project it develops and/or owns. This process creates legal barriers between projects developed/owned by SPS to protect each project and our clients from cross collateralized issues.

At this very early stage and without formal inputs from the City and other stakeholders, SPS cannot testify to the final scope, depth, or costs associated to these proposed infrastructural improvements. Without understanding final costs and potential risks associated to project underwriting and/or financial needs, SPS cannot accurately provide definitive statements of financing for this project.

Furthermore, SPS traditionally leverages financial partnerships as part of our collective financing programs for each project. For this project, SPS has had initial discussions with MVP REIT. MVP is a Real Estate Investment Trust, focused solely on capitalization needs for parking system improvements and parking acquisitions throughout the United States. SPS and MVP REIT have experience working together from past efforts.

To provide evidence of our financial capacities, SPS and MVP are providing the following financial information. These exhibits were assembled for a previous joint venture project between SPS and MVP called Cortex. Cortex is a parking and transportation project in St. Louis MO. SPS created a full development model for the Cortex project including design, construction budgets, and revenue programs. This information was used to provide Cortex the following verification of funding documents. At this preliminary stage, we trust this information provides the City sufficient evidence of our team's abilities to financially perform. Additional information will be made available once selected and as specific project details are understood.

1. MVP REIT Financial Documents
2. MVP REIT Banking Letter
3. SPS Banking Letter



Please click on the links.



[MVP REIT I Form 10-Q/A](#)



[MVP REIT II Form 10-Q/A](#)



June 6, 2017

Michael Thomas
MVP Realty Advisors
8880 W. Sunset Rd., Suite 240
Las Vegas, NV 89148

RE: Cortex Development Garage Financing - St. Louis, MO (the "Property")

Mr. Thomas,

Thank you for submitting preliminary information for the above referenced property. KeyBank Real Estate Capital (the "Lender") has a strong interest in providing financing once the transaction comes to fruition. KeyBank has a strong relationship with MVP Realty Advisors and has provided several permanent financing solutions. All loans have performed as agreed.

Please note, this document is for discussion purposes only and does not inherently constitute an offer to provide specific terms. KeyBank reserves the right in its sole and absolute discretion to elect not to proceed with the financing described herein.

Best regards,

Michael P. Doherty

KEYBANK REAL ESTATE CAPITAL, INC.



125 West Romana Street • Pensacola, FL 32502

June 15, 2017

Mr. Ed Carson
Mr. Adrian Lovell
Mr. Greg Darden
Structured Parking Solutions, Inc.
21 S. Tarragona St. Suite 101
Pensacola, FL 32502
VIA EMAIL: edcarson@carsonlovell.com ; Adrian@ptac.com ;
g.darden@structuredparkingsolutions.com

Mr. Carson, Mr. Lovell and Mr. Darden:

Thank you for the opportunity to review your potential financing request for the Cortex Parking Garage project in St. Louis. Coastal Bank and Trust has interest in financing the project, provided we have an acceptable repayment source. We value our over 10 year relationship with you through a variety of borrowing entities and recognize you have handled all previous and current loans as agreed.

Please be advised this is not a commitment to lend money, it is for discussion purposes only and does not constitute an offer or commitment by Coastal Bank and Trust. An offer to enter into such arrangements shall be subject to credit approval of the Bank and additional information and due diligence regarding the project will be required. Should you have any questions, please do not hesitate to contact me at 850-436-4762.

Sincerely,

Alan Nickelsen
Executive Vice President

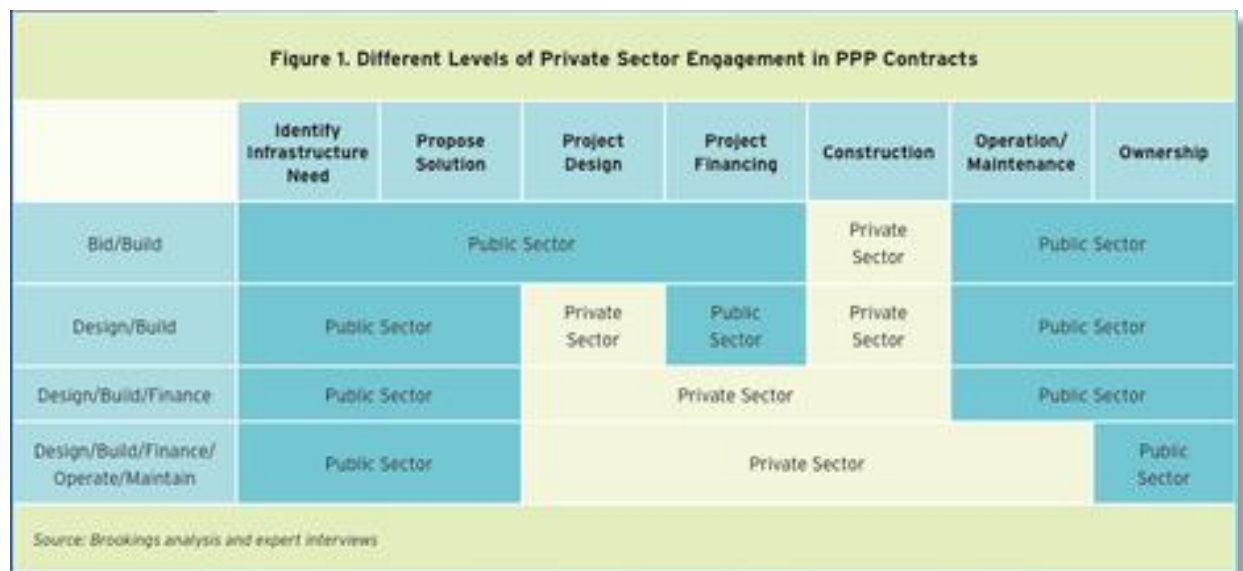


a division of **SYNOVUS BANK**
MEMBER FDIC

SPS has selected other Lead Team participants which we trust and have previously worked with. Lord & Son Construction will provide sufficient performance bonds once project costs are established. Lanier and our other team participants will provide similar guarantees of bonding and sufficient capital needs once the project scope and costs are identified and approved by the City.

Tab 4. Approach and Methodology

A **public-private partnership (PPP, 3P or P3)** is a mutually cooperative arrangement between two or more public and private sectors, typically of a long-term nature. Common themes of P3s are the sharing of risk and the development of innovative, long-term relationships between the public and private sectors. The use of private finance is another key dimension of many P3s. According to Weimer and Vining, a nationally acclaimed policy analysis "A P3 typically involves a private entity financing, constructing, and/or managing a project on public property, in return for a promised stream of payments directly from government or indirectly from users over the projected life of the project or some other specified period of time".



As stated and indicated above, there are no steadfast rules or guidelines for a P3 style development process. In general, a P3 leverages the strengths of both the private-sector and public-sector partners to provide for the best development options for the identified needs. Within the successful P3, both the private-sector and public-sector partners share in risks and rewards.

1.a. Methodology for Integrating the Proposer and Lead Team Participants and their respective areas of expertise. Through practical experience, SPS has developed an understanding for the unique services associated to parking developments. Furthermore, SPS has identified many of these services should be provided for by highly specialized companies and/or local companies. For example, it is inefficient to mobilize construction services over great distances for simple garage construction when SPS can easily oversee construction services provided for by competitively priced local contractors. Conversely, the highly specialized skills needed to effectively manage complex parking systems are better provided for by accomplished parking operators, not necessarily a local favorite. Additionally, accomplished and well-established operators can provide economies through collective purchasing agreements for products and equipment.

SPS utilizes these practices combined with due diligence and project specific understandings to properly build their P3 parking teams. As the team is being built, SPS is careful to assure all project services are being accounted for without overlapping redundancies. Because SPS works throughout the region (and

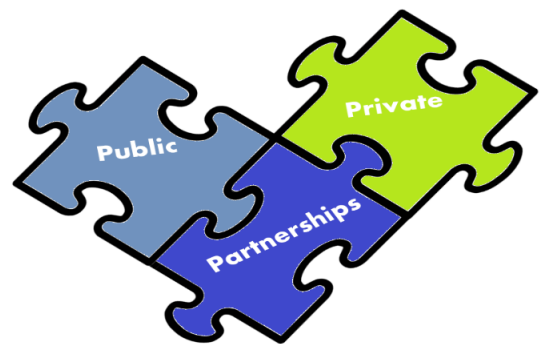
nation) we've developed working relationships with key companies who provide services SPS does not specialize in. Teaming with carefully selected and accomplished companies which we have prior relationships with, affords our teams a working experience and understandings of each other's traits and characteristics.

Because we understand our limitations, select the most favorable teaming participants based on logistics and specialized skills, and in most cases have working experience from past projects, our teams seamlessly integrate well. From a legal basis, teaming agreements are executed as the team partners are established which sets in writing each member's responsibilities and roles. To further assure integration, SPS is the primary point of contact between all team participants and our client. Our top-down management approach assures SPS is on top of all team functions, directs each participant with full knowledge of the others, and provides our clients with real-time accurate project information. Our clients can rest assured our team is the best suited, knowledgeable, and experienced with common working experience.

1.b. Management Approach. Our collective team has a strong background in government procurement. Any company with experience working under government guidelines is accomplished at providing professional project management, planning, scheduling, estimating, and management services. Additionally, our governmental experience provides our team knowledge with strict quality control measures, safety management, and effective dispute resolution programs.

At the forefront, our team brings experience for projects developed through a P3 approach. Our team has experience developing multiple projects throughout the United States utilizing P3 processes.

Traditionally, a P3 process requires the proposer/private partner (SPS) and client/public partner (City of Destin) to share in risks and rewards. SPS has developed financing and revenue strategies we believe could minimize the City's risk. A P3 process will generally fast-track project delivery which save the public partner time and money. A P3 process typically places design/construction obligations and liabilities on the private partner which removes those liabilities from the public partner. In addition, our team operational partner, Lanier, brings specialized parking operational experience combined with cost effective management strategies. These equate to a reliable and economical management, operational, and maintenance program which are a cornerstone benefit of a P3 project. Our degree of P3 understanding will add to the success of the project, limit the City's risks, and supplement our team's collective set of value-added services and fortify the decision that our team is the right team for this project.



SPS will serve as the Master Developer and overall team leader while overseeing all team members and services. If SPS is providing a finance option SPS and our finance partners will own the project(s) and serve as project directors in partnership with the City. SPS being the single-source responsible agent provides the City knowledge of who you're dealing with and who to contact throughout the entire design, development, and ownership/operational process.



The core of our planning, design, scheduling, estimating, and management process revolves around the utilization of BIM technology and interactive 3-D modeling.

By developing our project models in a 3-D platform, we're able to facilitate master planning and design combined with the scheduling and cost estimating. Additionally, our estimating is further balanced by our database of parking and transportation development costs including construction, operations, and maintenance.

This background knowledge allows SPS to accurately estimate not just the development costs but also the ongoing operations costs associated with the garage after construction is complete. These practices and technological support tools facilitate our management process beginning with design and following throughout the development and operational processes.

We believe project management and team organization is a top-down management skill, beginning at the top with our team leaders and their strong hands-on approach and moving down the organizational chart to individual professionals providing specific services. Lord & Son Construction will be providing constant oversight for project budgeting, scheduling, and construction while serving as the construction manager and general contractor. Under our team approach, each of our team companies will have their own project manager reporting back to SPS. Our top down approach will provide continuity of information flow and consistency to assure zero errors and omissions and our goal of completing the projects on time and in budget.

Construction management is a two-tier function for our team beginning with SPS whose experience in transportation design and development practices fortifies the experience of Lord & Son Construction, who will provide oversight of the entire construction process. Lord & Son Construction will coordinate all aspects of mechanical, electrical and plumbing along with site work, paving, reinforced concrete foundations and slab on grade.

As with other aspects of this project, quality control begins in the master planning and design stage. SPS and Volkert Engineering both understand how parking systems and overall transportation systems should function once complete. Combining this knowledge with SPS's understanding of post-construction maintenance allows us to oversee the development of the parking transportation systems to anticipate problems in the master planning and design stage rather than addressing them during, or worse... after, construction.

In addition to the overall team leadership we typically designate a quality assurance and quality control manager (QA/QC) within the design and construction process. Both individuals report back to team leadership and will serve as independent reviewers of design and construction events and their progression. It is responsibility QA/QC managers to ensure all roles and tasks are clearly defined for each team member and followed-up to assure quality controls are met. Our QA/QC goal is to assure our client's needs are met in a safe, timely, and organized fashion.

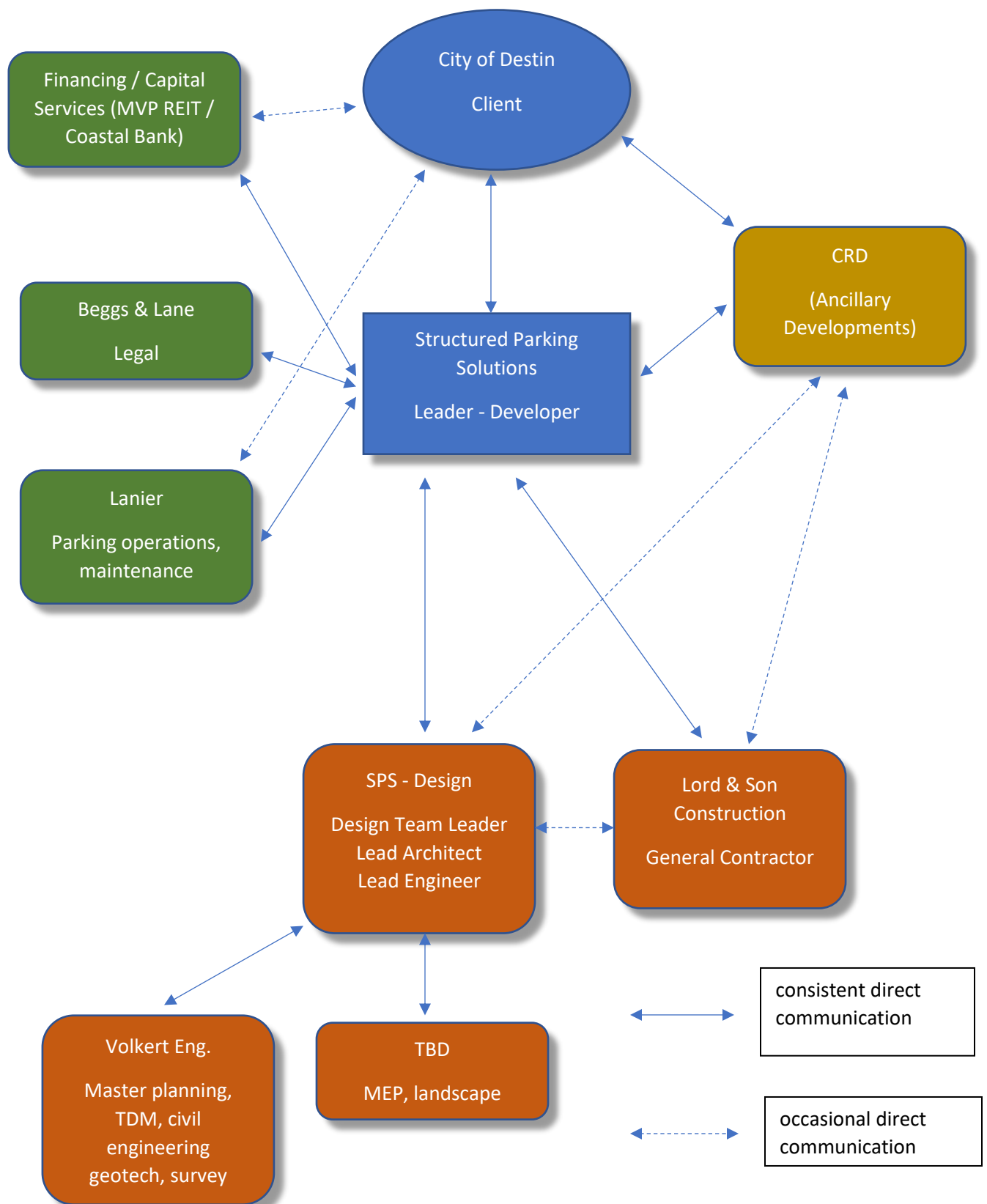
Dispute resolution is a broad topic which will be fully described in our contracts. Typically, our dispute resolutions involve a progressive series of events beginning with negotiations. If negotiations cannot resolve the conflict, we move to a pre-described mediation process. If mediation fails, the final remedy is court resolution. To-date we've never had to participate in any form of dispute resolution as the development entity (owner) with any of our subcontractors. Our foundation of beginning every project with open and honest communication, accompanied by well written and thorough subcontractor contracts, will typically create a work environment that minimizes the need for dispute resolution.

Safety items cannot be overstated and are best implemented through a strict and rigid safety program. Each employee on the project will be provided a copy of the project's general safety rules and an employee handbook. This information describes the project job rules and regulations which include employee's personal safety requirements and expectations. As a condition of employment, each employee will be required to sign and date an "Acknowledgment of Receipt and Understanding" of the project safety rules, regulations and personal safety requirements. The acknowledgment will be placed in the employee's personnel file. We require mandatory weekly safety meetings, also known as toolbox talks that are hosted by the project safety officer. Additionally, all on-site employees must attend daily project, safety, and goals meetings.

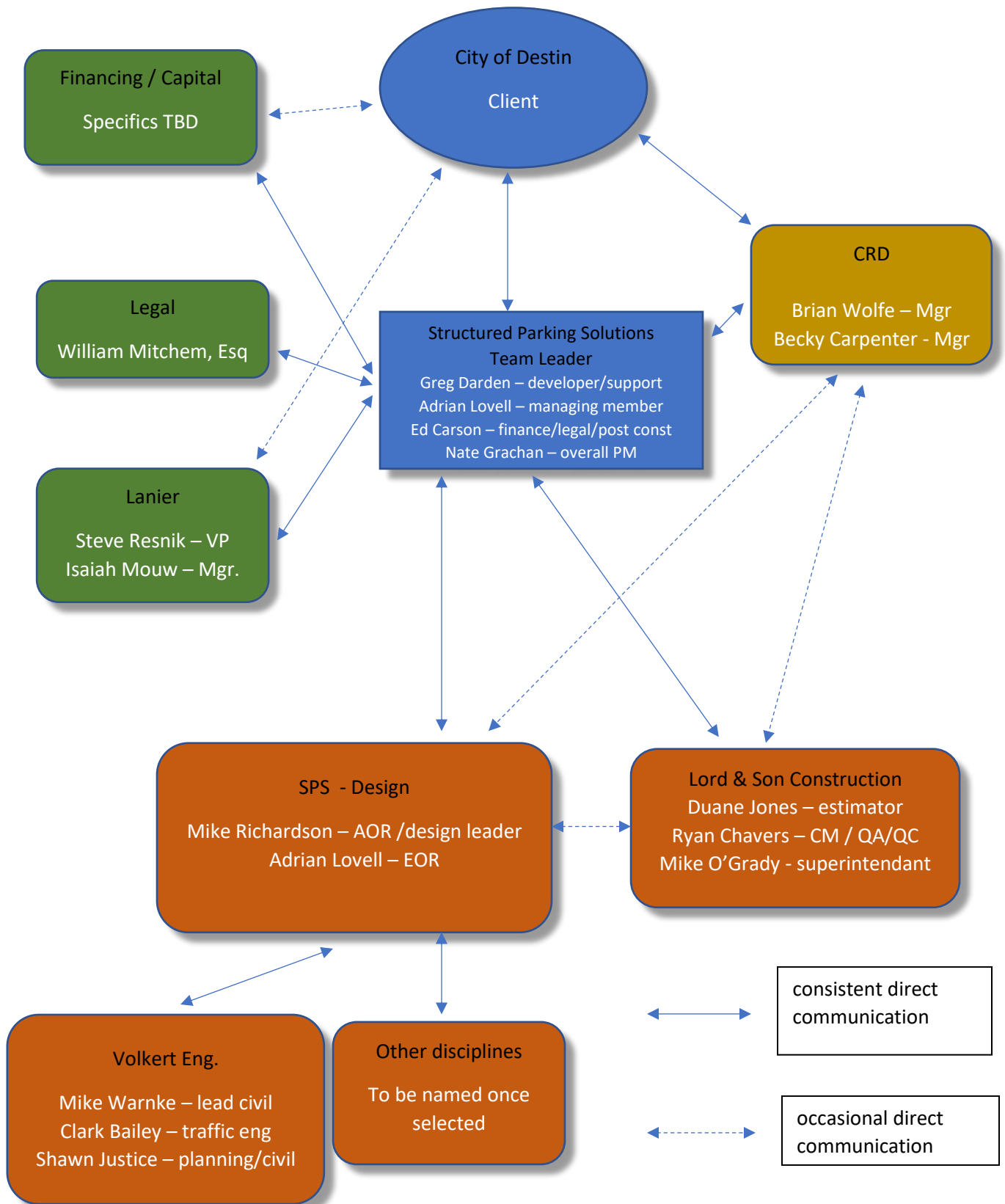
Each of the previously mentioned items are key divisions of a comprehensive P3 team approach to project management and delivery which we've successfully applied in past projects. Most importantly, the flow of transparent communication and effective project sequencing is critical to the success and timely completion of any project.



1.c. Organizational Chart - “Lead Team” Participant Company Organizational Chart



“Lead Team” Participant Company Staffing Organizational Chart



1.d. Organizational Chart Functional Relationships

Within the Organizational Charts, dashed lines indicate occasional conversations/meetings between team partners required for day-to-day actions. However, it is strictly understood all key decisions and critical path information flows in and out of team leadership (Nate Grachan - SPS).

Solid lines indicate constant and formal flows of communications between teaming parties. Nate Grachan with SPS becomes the primary contact tracking and relaying information, setting meetings, while insuring goals and objectives are set and met.

SPS (Team Leader) and City of Destin association – If this relationship requires SPS to provide long-term financing (as opposed to the City paying for and owning the infrastructure/parking projects) this relationship will begin by SPS setting up a single-entity corporation who becomes the “owner” of the infrastructure until such time SPS’s costs have been repaid. This action shields the project from possible liabilities with other SPS projects and vice-versa. The single-entity corporation will include members from SPS, capital partners, and potentially the City (depending on land assignments and other City requirements).

Assuming SPS is providing a long-term finance option, we’ve accurately indicated a solid line between finance and the City as well as a solid line between finance and SPS. This will be a joint-venture relationship with common shared information between all parties.

If the City elects to pay for infrastructure/parking development costs, SPS will not create a single-entity corporation and SPS will oversee development functions for the City through traditional design/build functions.

CRD (Ancillary use developer) and City of Destin association – It is the intent of the Team for ancillary uses to be developed at risk by CRD and without risk to the City or other team members. CRD will set up a separate single-entity corporation to own all ancillary developments (retail, commercial, multifamily). The solid line between the City and CRD represents their negotiations regarding land conveyance and other items to be negotiated directly between CRD and the City. It is anticipated CRD will lease land rights from the City for some negotiated period of time and cost. CRD and City will mutually agree on development options, rights, reversion, and other details specific to the ancillary use developments.

The solid line between CRD and SPS represents SPS’s obligation to the City to responsibly review ancillary use developments and assure those developments don’t adversely affect infrastructure/parking costs and/or add liabilities to the City.

The dashed lines between CRD, design, and construction represent traditional dialog during the various life-cycle stages for project design and construction which must exist so CRD can properly plan, budget, and track their development.

Lanier, City, and SPS association – Assuming the City requires this team to manage any combination of parking and/or shuttle programs, Lanier will provide for those team services. We’ve indicated a solid line between Lanier and SPS leadership because SPS will utilize Lanier during planning stages for the parking operational programming needs. Assuming the City requires this team to manage any combination of parking and/or shuttle programs, the City must decide if it wishes to hold those contracts directly with Lanier or through SPS. Therefore, we have a dashed line between Lanier and the City (until those decisions are made) and the solid line between Lanier and SPS.

It's our recommendation any operational contracts for parking and/or shuttle services be negotiated directly between Lanier and the City and held directly between those two parties.

Other associations with design and construction – All other associations and connections are traditional within a design/build program. SPS (through Nate Grachan) will oversee and direct the design and build process while providing consistent and real-time reporting back to our client (City of Destin).

2. Approach to P3/Design-Build-Operate-Maintain-Finance.

There are several means to finance the infrastructure/parking project but without direct communication and direction from City leadership it is impossible for SPS to identify the most beneficial means to finance the project. However, there are two basic options:

- a. The City could choose to provide project funding through any combination of cash, debt, or other suitable means. Traditionally, governmental financing costs are less expensive than private sector financing because of tax exempt options and access to different capital markets. Historically, municipalities can have difficulties paying monthly costs associated to design and construction activities. If the City chooses to pay for the project, SPS can provide a traditional P3 interim finance plan which provide capital during the design and construction phase. Once the project is completed, the City pays SPS for development costs. This process removes the City from liabilities and cost overruns associated to the design and build processes.
- b. SPS could be required to provide long-term financing through several options. Private sector financing may require subordination of land, municipal backstops, and/or other sureties depending on the project economics. **Our End-of-Term Transfer is very simple, traditionally, once SPS has been repaid for its long-term financed costs, the project (and land) revert to the ownership of the City.**

The City understands its options for internal financing. Below are several options for SPS financing programs. Understand, there are variables to these options and other options exist. Once selected, SPS will work with the City to develop the best mutually favorable option for the City and SPS.



Option 1

Capital Lease Program – (on balance sheet)

- Long term lease-based structure (typically 25-35 years), cost of funds comparable or slightly higher to taxable bonds (pending underwriting)
- 100% funding for construction/relocation/acquisition
- Conform to FASB 13 definition of capital lease
- On-balance sheet transaction by definition
- Reversion of the asset to government partner at conclusion of capital lease
- Will be structured in accordance with all statutory requirements
- Tax exempt treatment may be possible

Annual rent

- Interest component of rent is recognized as an expense
- Rent is normally NNN but could include full services as required by governmental partner
- Flexible rent (rents may be flat, escalating, or stepped to meet governmental needs)
- Present value of rents recognized as long term liability on balance sheet and will be considered equivalent to debt
- Rating agencies will consider PV of rents in debt capacity calculation
- Governmental partner carries depreciation on income statement
- Governmental partner keeps all residual revenue after expenses are paid

Option 2

Concession – Off Balance Sheet

A parking concession includes the governmental partner leasing its parking program to a 3rd party parking “Concessionaire”.

- Concessionaire evaluates the revenues, operational costs, maintenance costs, deferred maintenance needs, and expansion needs of the parking program
- Concessionaire and governmental partner negotiate the lease term (lease period) and maximum annual limits on increases to parking rates
- Concessionaire calculates brought forward and discounted values of the parking program revenues less deferred maintenance, operational and annual maintenance costs, and costs to improve the parking system
- This calculated value is the lease value paid to the governmental partner in exchange for the concessionaire rights to lease the parking program for the negotiated term period
- The concession value is paid to governmental partner through any combination of a single or annual cash payments, satisfaction of outstanding municipal debt, and/or development of additional municipal parking needs

As stated, these are two options and others exist. However, the single most important factors which affect financing options and their liabilities are costs and revenues. These garage projects are in an area where parking is in high demand, but the properties are on the north side of the congested and divided 4-lane highway 98 with primarily parking demand on the south side of the highway. Furthermore, there is no history of collecting any tangible revenues from the parking program. Until reliable and consistent parking revenues are established, any financed improvements will likely need to be paid for by the City or privately financed through underwriting sureties from the City.

As a rule, the parking public is cheap, first and lazy, second. Meaning, if parking is substantially cheaper and reasonably located, they seek the cheaper parking first. Lazy second, meaning if the parking has similar costs, the public wants to park as close to their destination as possible. There is substantial privately-owned parking to the south of 98 which may or may not carry a fee to park. While demand is high, proof of these rules is demonstrated by the lack of parkers in the parking lots owned by the city to the north of 98. These lots are pay-to-park and remotely located, therefore they are seldomly used.

To remove financing liabilities due to lack of revenue, there must be a system put in place to manage parking by user needs, and thusly push the parkers into appropriate parking locations predicated by their parking needs.

By example, there is an estimated 600+ employees working at the businesses within the Harbor District on both the north and south sides of 98. Many of these employees independently drive private vehicles to work and require parking. Under a non-managed program, these employees typically seek the closest parking to their place of work. Thusly, they occupy spaces that are better served for the visiting public wishing to shop and dine at the businesses in the areas.

The visiting public can be divided into two categories, day parkers, and event parkers. Day parkers may be fishing on a charter boat for the day or planning an extended visit to dine and tour the boardwalk area.

Event parkers park for a brief time to eat, shop at a specific store, or engage in some other brief activity.



The City recognizes the parking shortage and has property away from the primary center of commerce. While there is open privately-owned property on the south side of 98, the City probably understands the highest and best use of these properties is future tax-producing occupied developments, not necessarily parking. The solution is development of a collective and mutual parking management system which spans all parking (north and south) of 98 within the Harbor District. This parking district should be carefully considered and developed through mutual efforts and cooperation with the City, this team, and the businesses and land owners within the district. If successful, this parking program could provide business' employee parking within the City parking areas north of 98 and reasonable pay-to-park options for both long and short-term parkers (mostly to the south of 98). The parking fees could be used to offset development costs for employee parking and possible shuttle programs (or walkway(s) over highway 98) to assist in moving employees and visitors throughout the Harbor District.

Removing the burdens of employee parking from businesses should provide improved patronage to the businesses and thusly raise collectable taxes. This intern helps the City offset parking and shuttle improvement while raising profits at the businesses.

Our team believes additional improvements outside parking must be considered and studied. We believe a focusing only on more parking is not sustainable; meaning we should consider how to leverage additional parking with park-and-ride alternatives to help alleviate future parking needs. We have secured land behind McGuire's Restaurant which could make an excellent mobility point for park-and-ride and storing of tour and other bus-style vehicles. Our goals are to improve saftey concerns, reduce traffic, and create a sustainable long-term mobility model.

Operations and maintenance of the parking program could be performed by the City or by our team. We've included Lanier as our parking operation and maintenance professional. Lanier's credentials to properly manage and maintain a parking and/or shuttle program are outlined within this document.

Our team can effectively provide the City two options for management.

- a. We can develop the parking and/or shuttle programs and educate the City to manage them internally, or
- b. We can develop the programs and manage them on the City's behalf.

Those negotiations will occur once selected and the scope of the parking and/or shuttle program(s) are developed with help from the City, stakeholders, and community. Assuming Lanier is required to manage the parking and/or shuttle programs, the City can elect to hold those contracts directly with Lanier or through our team. We recommend the City negotiate and hold those contracts directly.

In addition to traditional parking operational and shuttle programs, Lanier is the largest provider for valet parking services in Florida. As we move forward we plan to discuss valet options with businesses south of highway 98 and will explore similar valet options for the City parking areas. It's possible we could utilize valet services to help offset immediate parking concerns while additional parking is being planned for.



3.a.b.c. Approach to Design and Construction

A cornerstone trait of SPS is our inherent ability to seek creative and economical solutions to complex parking needs. We specialize in design efficiency while incorporating design and construction techniques to reduce life-cycle and maintenance costs.

For this project, there are several areas we'll focus our efforts on.

- a. Stand-alone parking garages are more efficiently built than those requiring an internal occupancy (retail or other). Because local code requires a ground-level occupancy and/or "liner building" masking the garage from the public streets, these occupancies traditionally add cost to the parking program. There are means to mitigate the additional costs placed on parking from these occupancies. SPS will apply its knowledge from past developments to minimize these additional costs.
- b. In many cases, when there are occupied structures developed in conjunction with a parking garage, preference is placed on the efficiencies of the occupied developments, not the parking garage. Since the primary purpose of this project is development of economical parking, SPS will work to assure the City preference is continually placed on the economies of the parking program.
- c. We have reviewed programming needs for these garage opportunities and believe a precast concrete construction technic is best suited and most economical. Within the precast design and construction processes, the most common process includes a general architect and structural engineer designing the garage and producing the Permit Drawings. Once Permit Drawings are completed, the General Contractor bids out the precast concrete garage components. There are limited precast companies within this area but once one is selected the precaster engages a "Specialty Engineer" to provide another set of drawings detailing and engineering all precast components, connections, and other precast specific details. Our SPS engineering division provides the specialty engineering drawings for all regional precast companies. When SPS is the primary garage designer, we effectively "bid-out" the precast before heavy design begins. SPS then provides a single set of drawings which serve as Permit and Specialty Engineering drawings. This highly specialized skill saves the project 3-5 months of design time (from producing a separate set of specialty engineering drawings after permit drawings are completed) and saves the project substantial dollars.
- d. SPS and our professionals are on many national boards and committees. Our employees have assisted in writing several industry guides which have become the "gold-standard" for effective garage design and maintenance practices. Additionally, we carefully study and evaluate existing garages to understand the effects of weather and other items which can create long-term maintenance issues. Garages are not maintenance free, but with proper maintenance programs and through our collective knowledge and practices we can reduce maintenance liabilities for our clients.

We have many other features and techniques we incorporate into our projects but because of page limits we are not able to fully explain the many benefits we provide our clients. We look forward to earning your trust and providing the City the most economical and best suited projects possible.

This section asks for information on organization and assurances with QA/QC and safety plans. Similar information was requested and discussed under Tab 4 Section 1. B. To reduce redundancies we are referring the City to that section to understand our initial views on this topic.

Time management and scheduling are critical factors when judging the success of the team. As previously described, we utilize a top-down management and information approach. To help understand our general process guiding budgets and schedules, Nate Grachan (with SPS) will be the focus of communication, scheduling, and budgeting for the project. His efforts begin at the design stage where we set preliminary budgets to work towards. In addition to setting budgets we set scheduling parameters. The budget and schedule, combined with a Scope of Services developed with help from the City, become the guidelines for design.

As the design process advances, Nate is constantly following up with our construction partner to verify the budgets and schedules are being maintained. Along the way, if either the budget or schedule fall out of projections, we notify the City and seek a mutual resolution. Prior to completion of design (at approximately 45% of completed design work), a Guaranteed Maximum Price and not to exceed schedule are established. In most cases there are few variances between the original budgets and GMP.

Once the GMP and final schedule are established we complete design and move to construction where we place damages against our construction partner for failure to meet these objectives.



4.a.b. Approach to Implementation in Urban Environments

Volkert Engineering is our team's civil engineer, geotechnical engineer, surveyor, water quality engineer, and TDM engineer (TDM is Traffic Demand Management Engineering). TDM includes any combination of traffic improvement, pedestrian way improvements, way-finding and signaling improvements, parking and congestion studies, and many other areas of mobility concerns. Volkert is a regional and world leader in TDM engineering. SPS has worked for several years with Volkert on many projects. Through past experiences we've developed a strong and successful working relationship.

The project begins before any design work starts with Volkert studying past parking and traffic reports and placing professionals on the ground to study traffic (vehicular and pedestrian) and parking patterns. We then develop preliminary schematic drawings with assistance from Volkert to assure we are not adversely impacting existing concerns but rather making improvements.

We've already begun this process and will be providing preliminary drawings for possible parking improvement under Tab 5 of this document. Before developing these drawings, the team met and discussed traffic and other concerns. Once selected we'll meet with the City and other stakeholders to collectively fine-tune our traffic and pedestrian management plans.

At this early stage and without direct input from the City, our team has already discussed the need for safe and effective means to move pedestrian across highway 98 and move vehicles in and out of the garages without placing additional burdens on highway 98 traffic. There are several methods to reasonably deal with these challenges, but without guidance from the City we feel specific recommendations are premature.

In general, we believe a combination of improved "at-grade" pedestrian crossings, overhead walkways, and/or shuttle programs should be studied to assist pedestrian migration across highway 98. Vehicular traffic should be constrained to side and back street with only right-in and right-out options for traffic existing to and entering from highway 98. Additional street improvement should be explored and studied including but not limited to possible road closures and intersection improvements. We'll be pleased to discuss these any others in detail once selected.

Existing utilities on the potential sites are not considered an obstacle at this time. Our initial investigations suggest there are sufficient utilities in reasonable proximity to the sites for occupied use developments. We've already assumed both projects will require stormwater and water quality improvement and have planned accordingly.

We've studied both sites and don't feel construction activities present huge concerns. We're assuming the need to establish remote storage and parking for construction activities which are not uncommon for our teams to deal with or provide. Both sites have access to back streets or multiple roads. We believe most construction activities can be removed from highway 98.

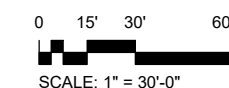
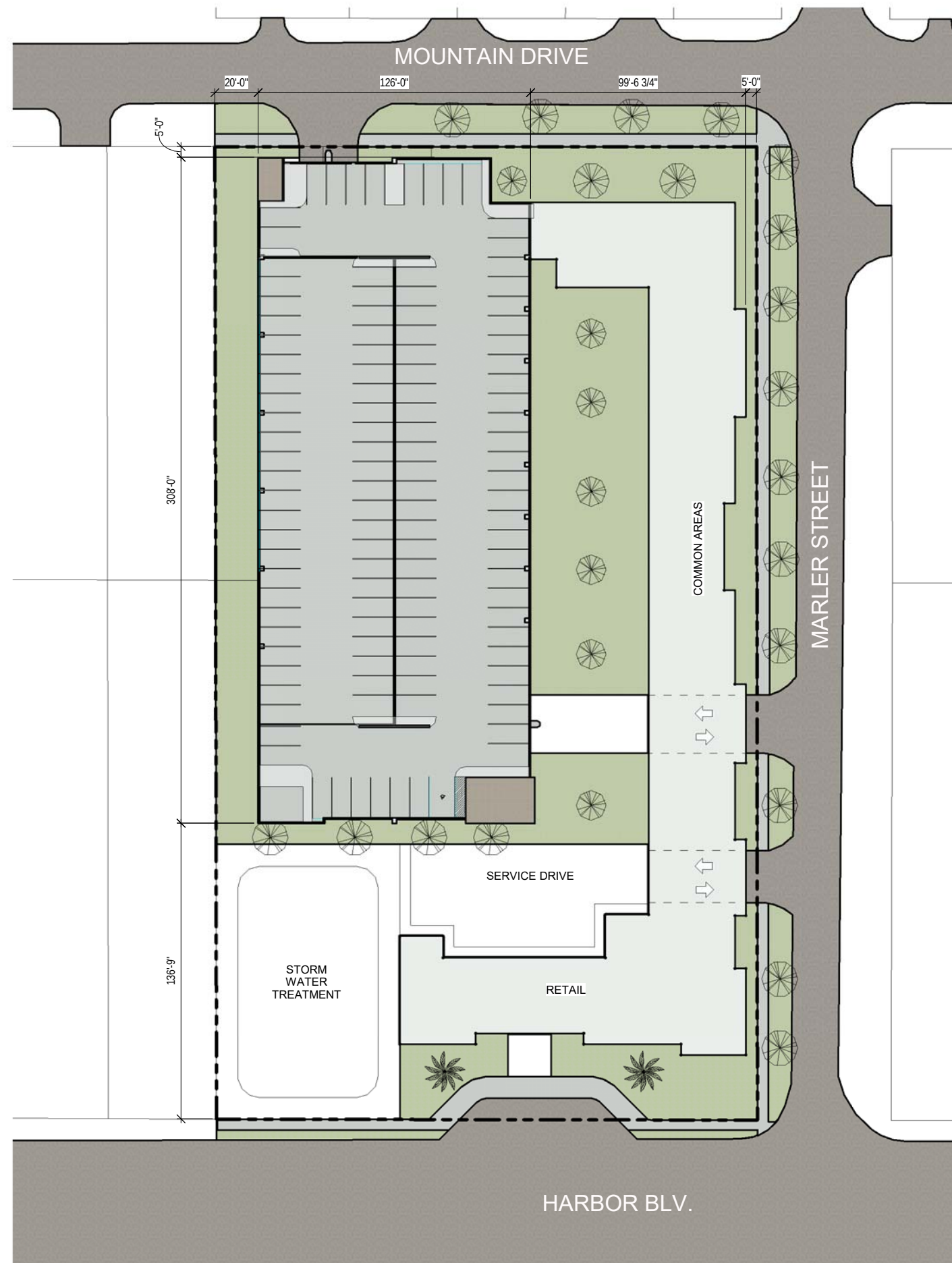
The existing parking lots are sporadically used. We believe there is a greater priority for parking towards the west location, therefore our initial focus for the first project is at the Zerbe location. That site could be developed with minimal public impacts from lack of parking and congestions. Once that facility is running, parking shortages from closing the east site could be mitigated in the west garage. These are preliminary suggestions, once selected we must meet with the City and stakeholders to develop the most favorable approach.

Community outreach and involvement is critically important for the successful acceptance and adoption of parking and transportation improvements. We have clients who have elected to ignore our recommendations and the importance of community outreach and support, which has created difficulties and turmoil for them. SPS and Lanier are well educated and accomplished at developing the appropriate community outreach programs. We believe an informed and educated public is a public that will embellish thoughtful and logical improvements.

Prior to any public release of designs or implied improvements we must host multiple public input meetings. These meetings are designed to allow the public to provide their input, but equally import, they allow our team an opportunity to educate the public on parking and transportation rules, regulations, and practices. We cannot over emphasize the importance of these meetings at an early stage. Once selected, we'll work with the City to develop a comprehensive stakeholder/community outreach program.

This section request information on our team's operating approach. To reduce reductions in the document we refer to previously described similar processes under Tab 4.





PARKING GARAGE EAST
CITY: DESTIN STATE: FLORIDA

BTA #: 000024.048 DATE: Issue Date

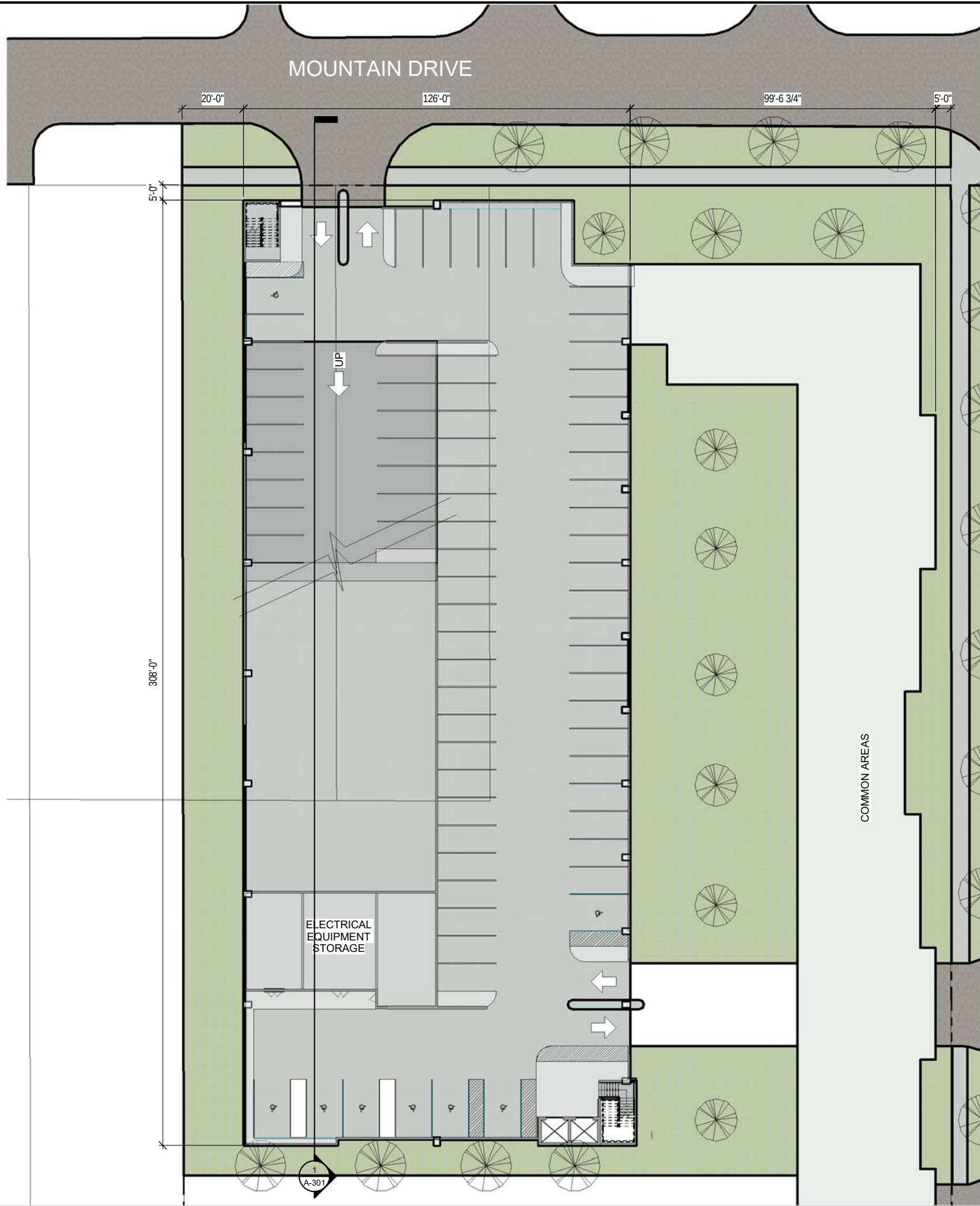


ARCHITECTURAL SITE PLAN EAST SIDE

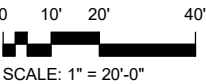
structured parking
solutions

21 south tarragona
pensacola, fl 32502
p/ 850.982.7104 f/ 850.432.5208
www.structuredparkingsolutions.com

A-101



PARKING SPACES	
BTA Parking Space	519
BTA Parking Space - ADA	12
Grand total: 531	531



PARKING GARAGE EAST
CITY: DESTIN STATE: FLORIDA

BTA #: 000024.048 DATE: Issue Date

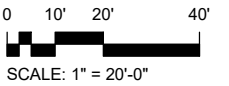
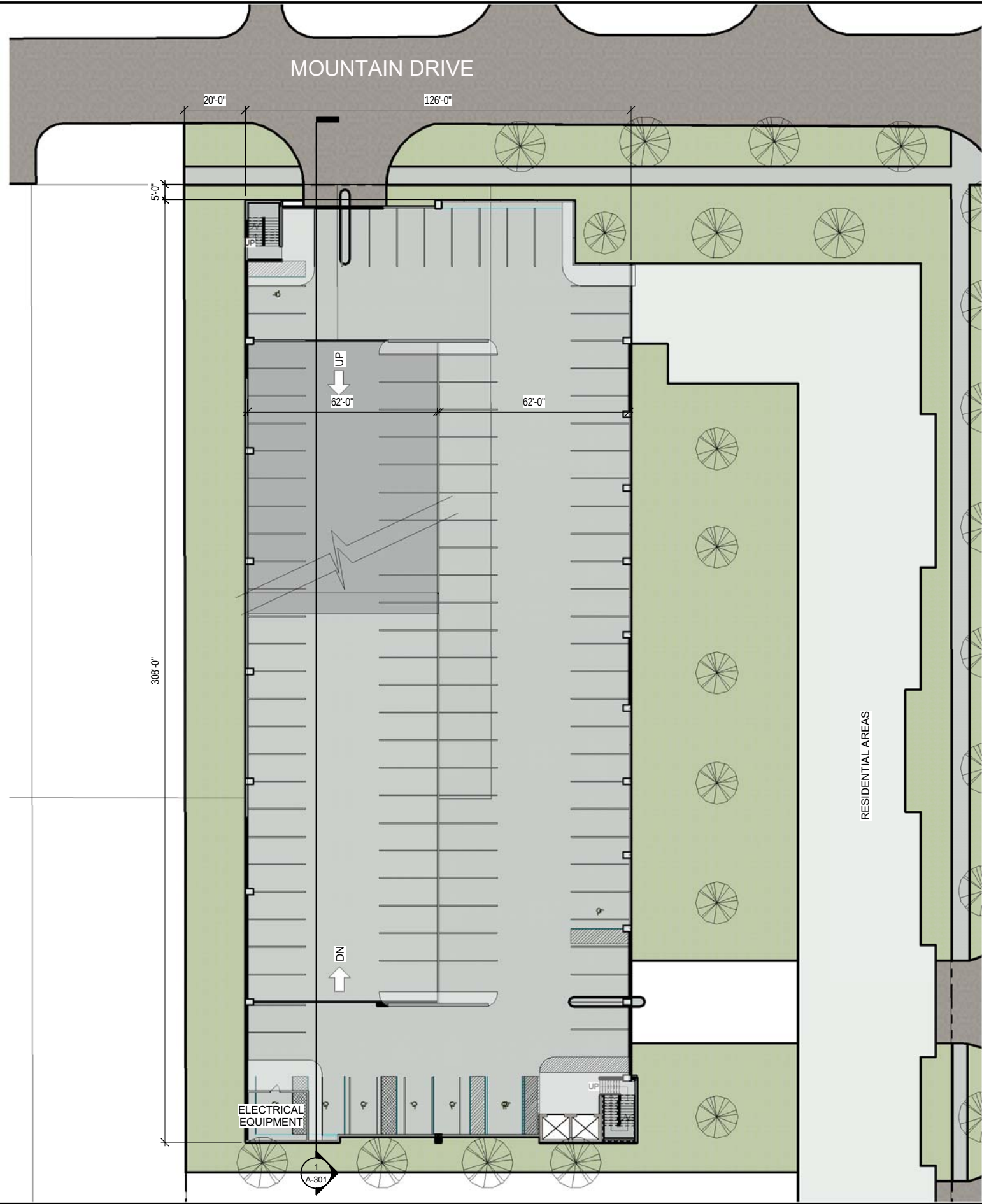


1ST FLOOR

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A-102

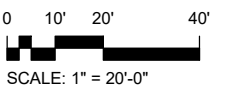
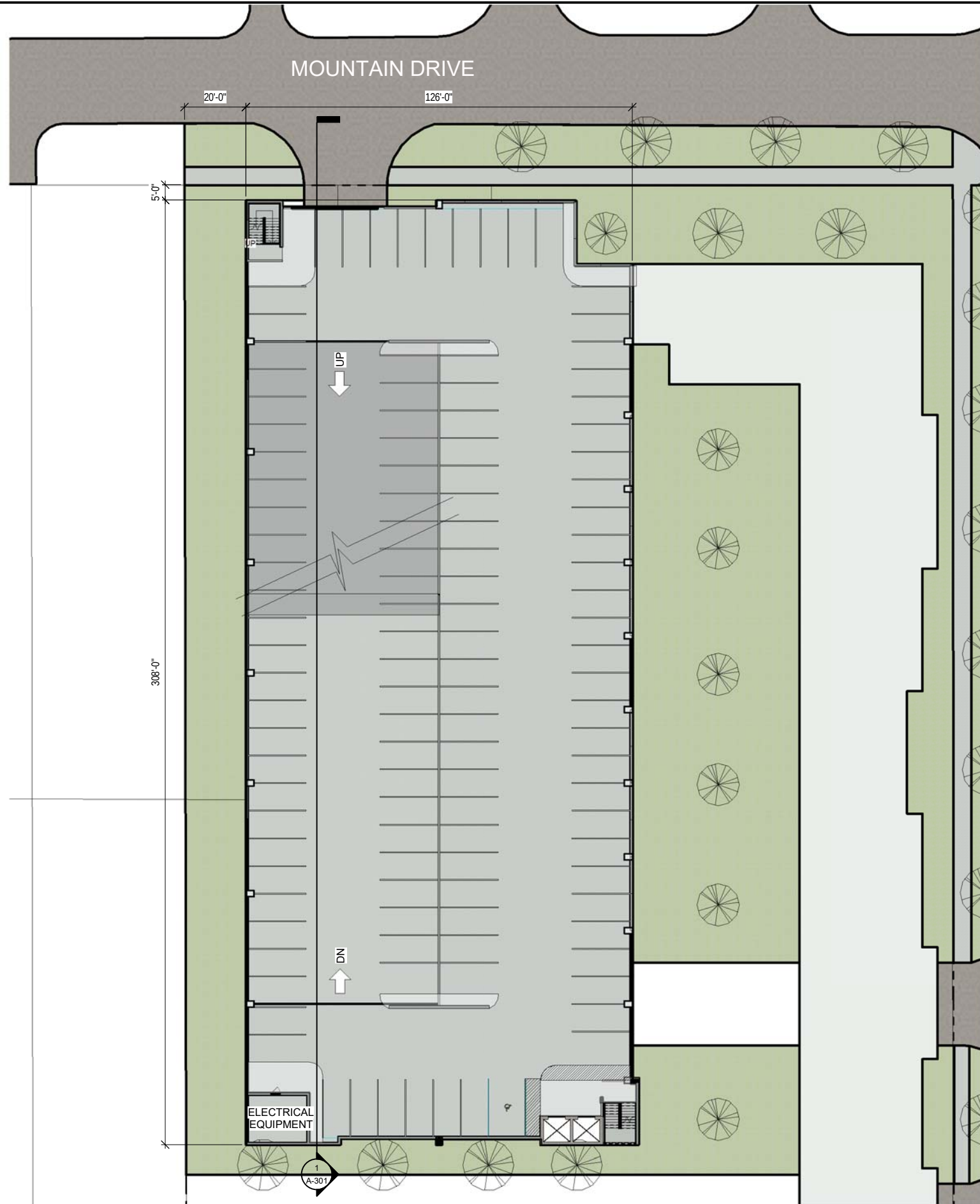


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CITY: DESTIN STATE: FLORIDA



2ND FLOOR

BTA #: 000024.048 DATE: Issue Date



PARKING GARAGE EAST
CITY: DESTIN STATE: FLORIDA



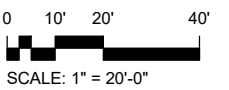
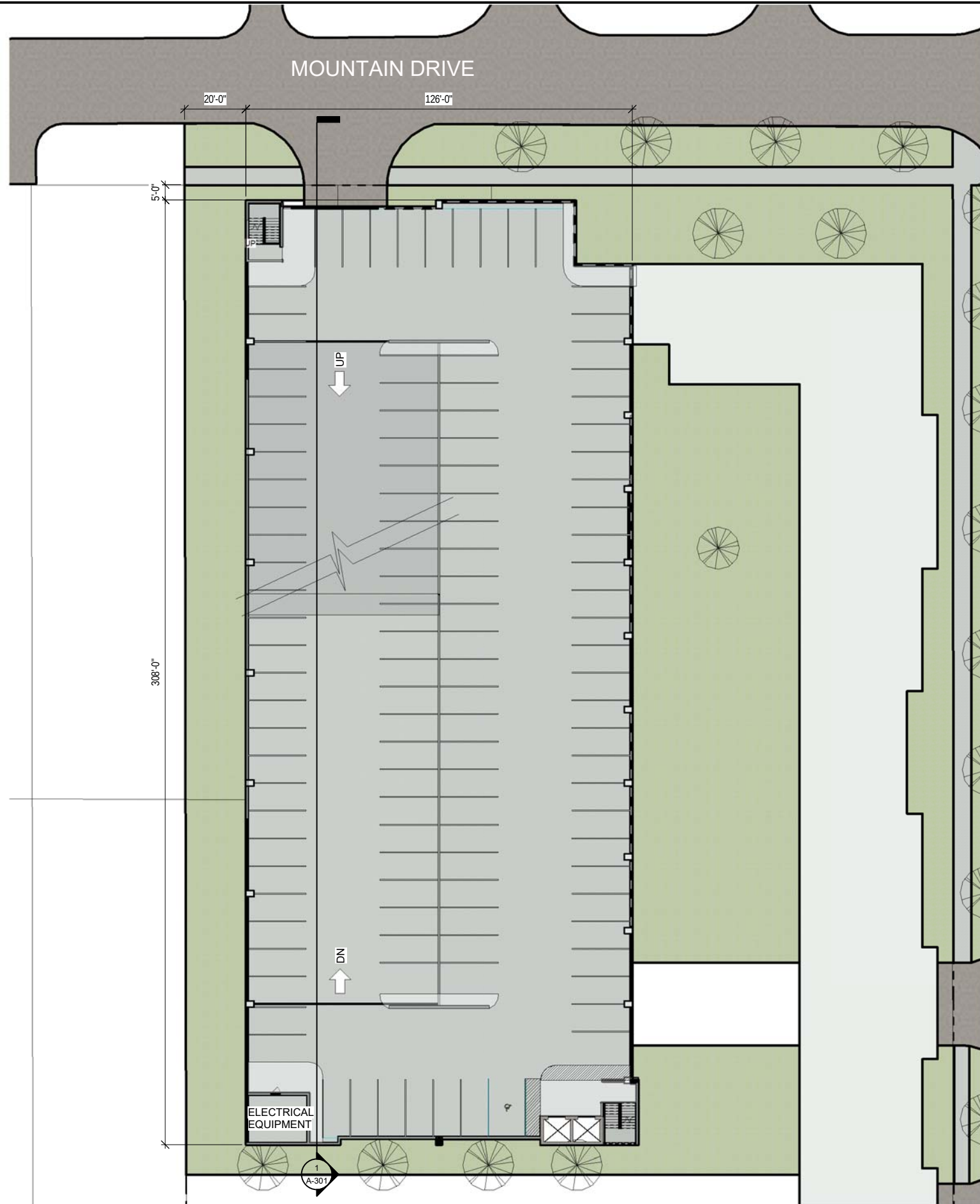
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3RD FLOOR

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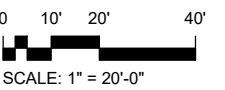
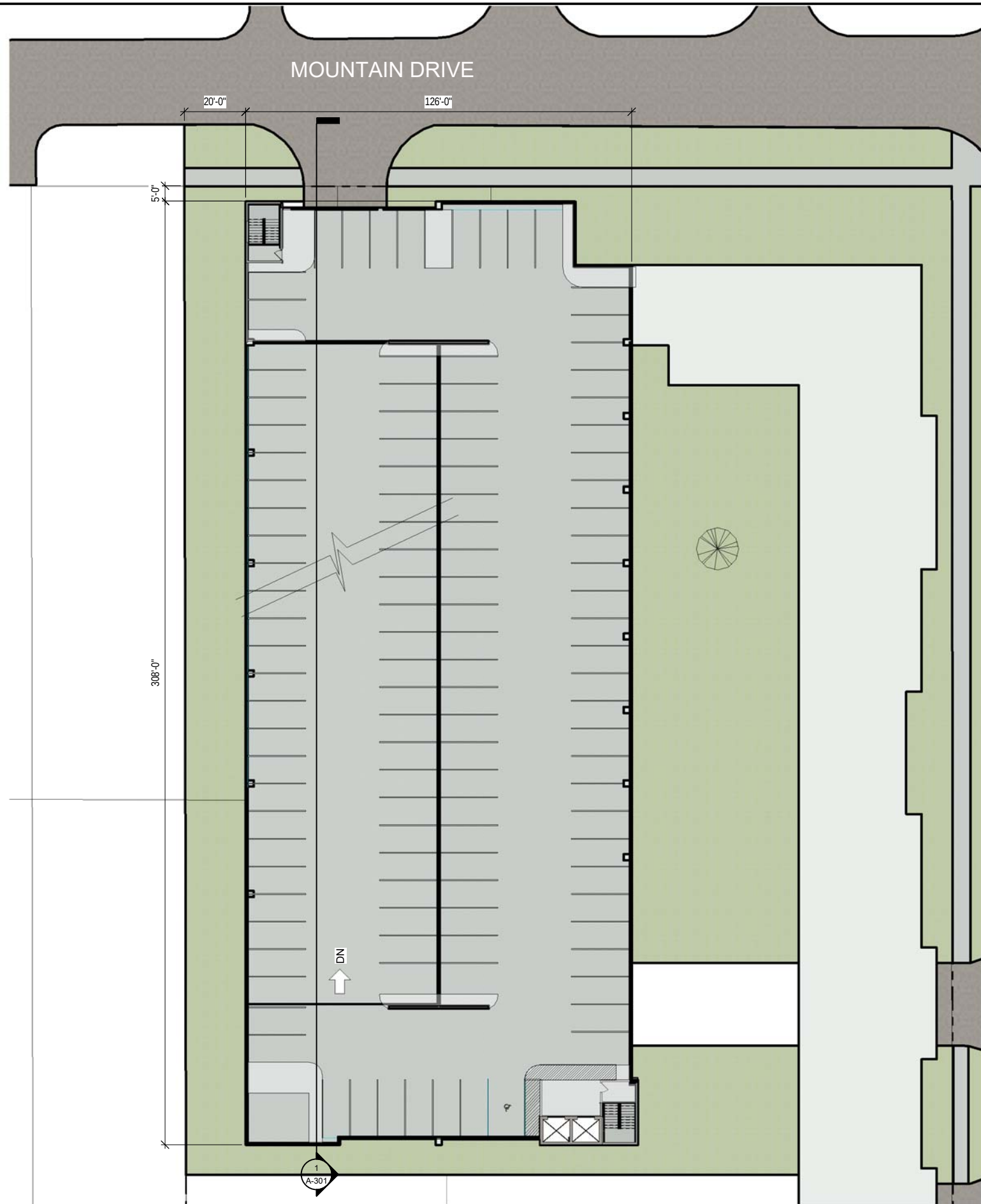
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4TH FLOOR

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PARKING GARAGE EAST
CITY: DESTIN STATE: FLORIDA



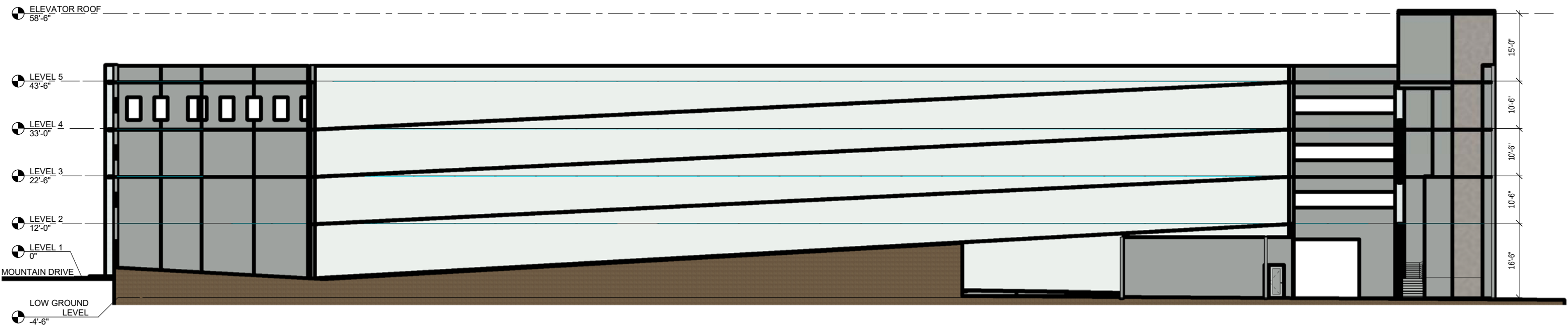
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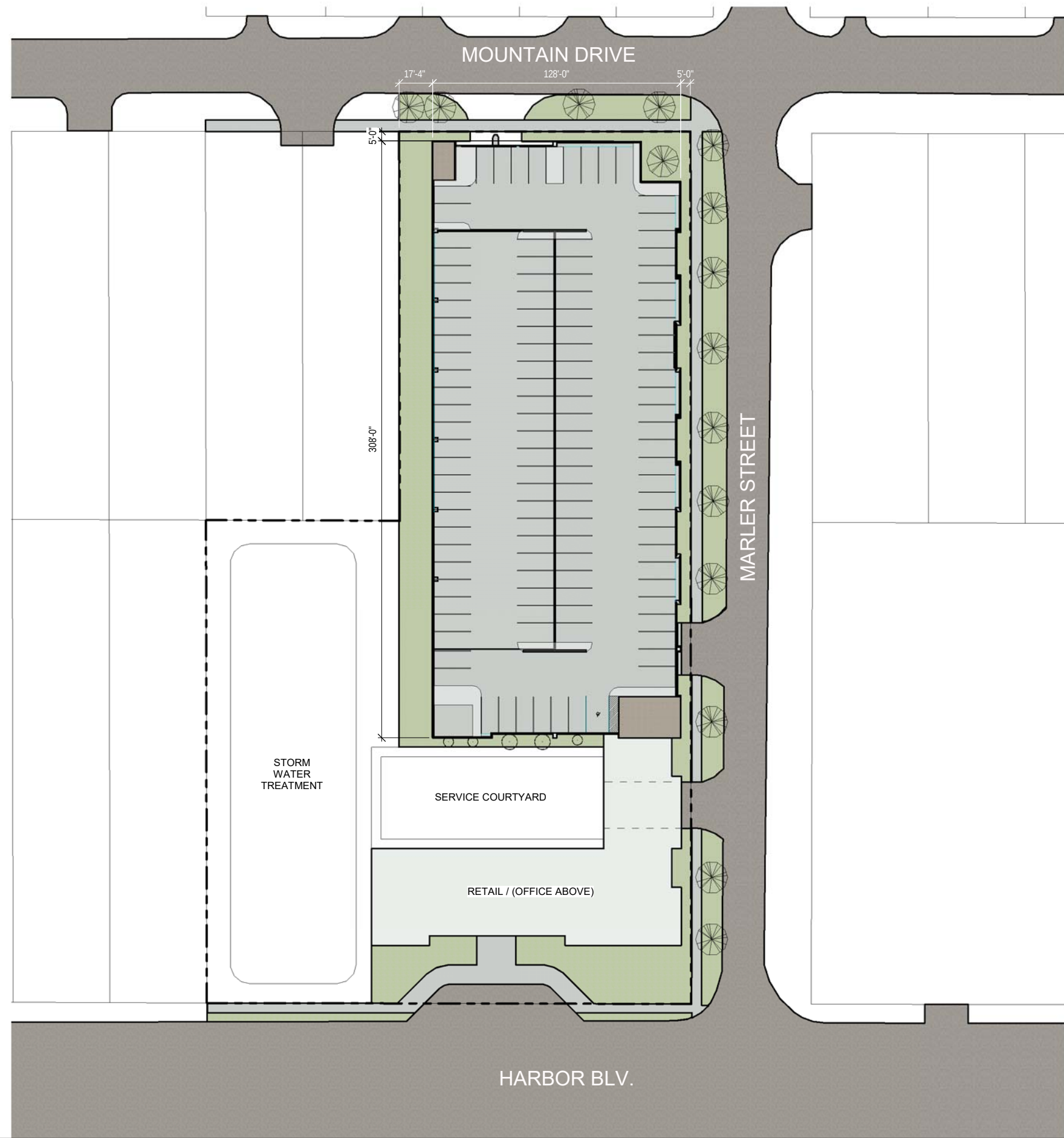
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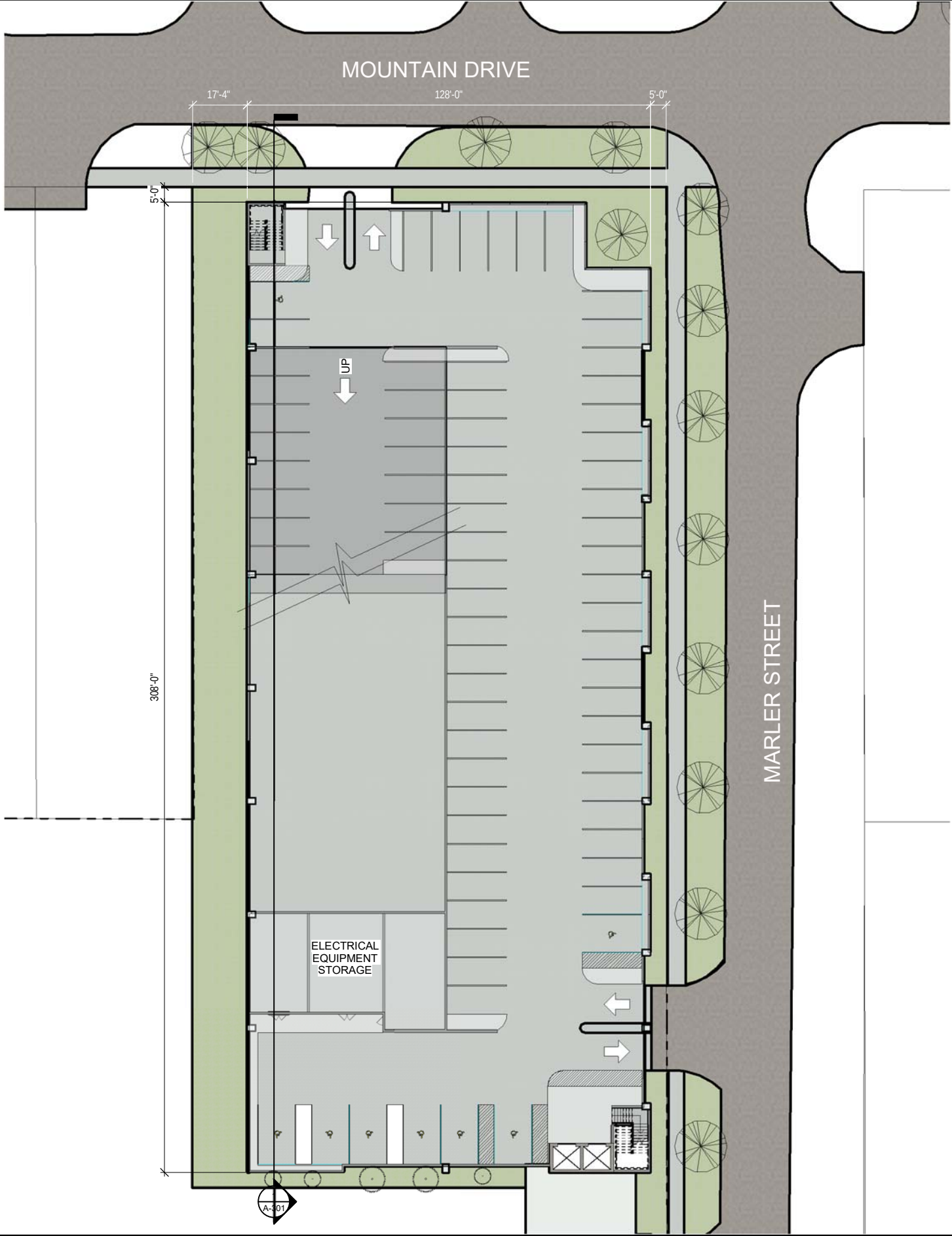
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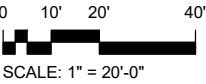
1 N-S SECTION AT RAMP
A-301 3/32" = 1'-0"



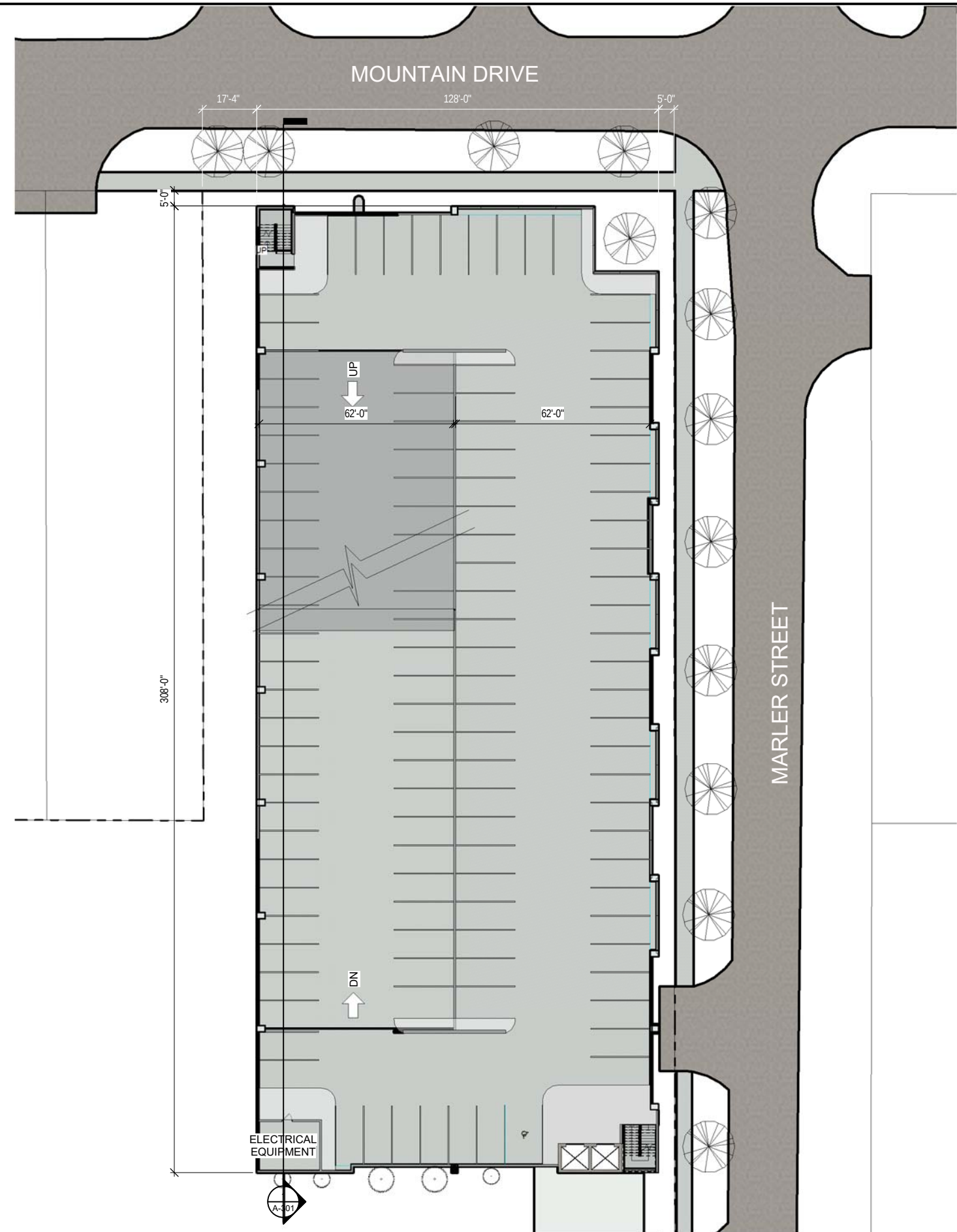
ARCHITECTURAL PLAN EAST SITE



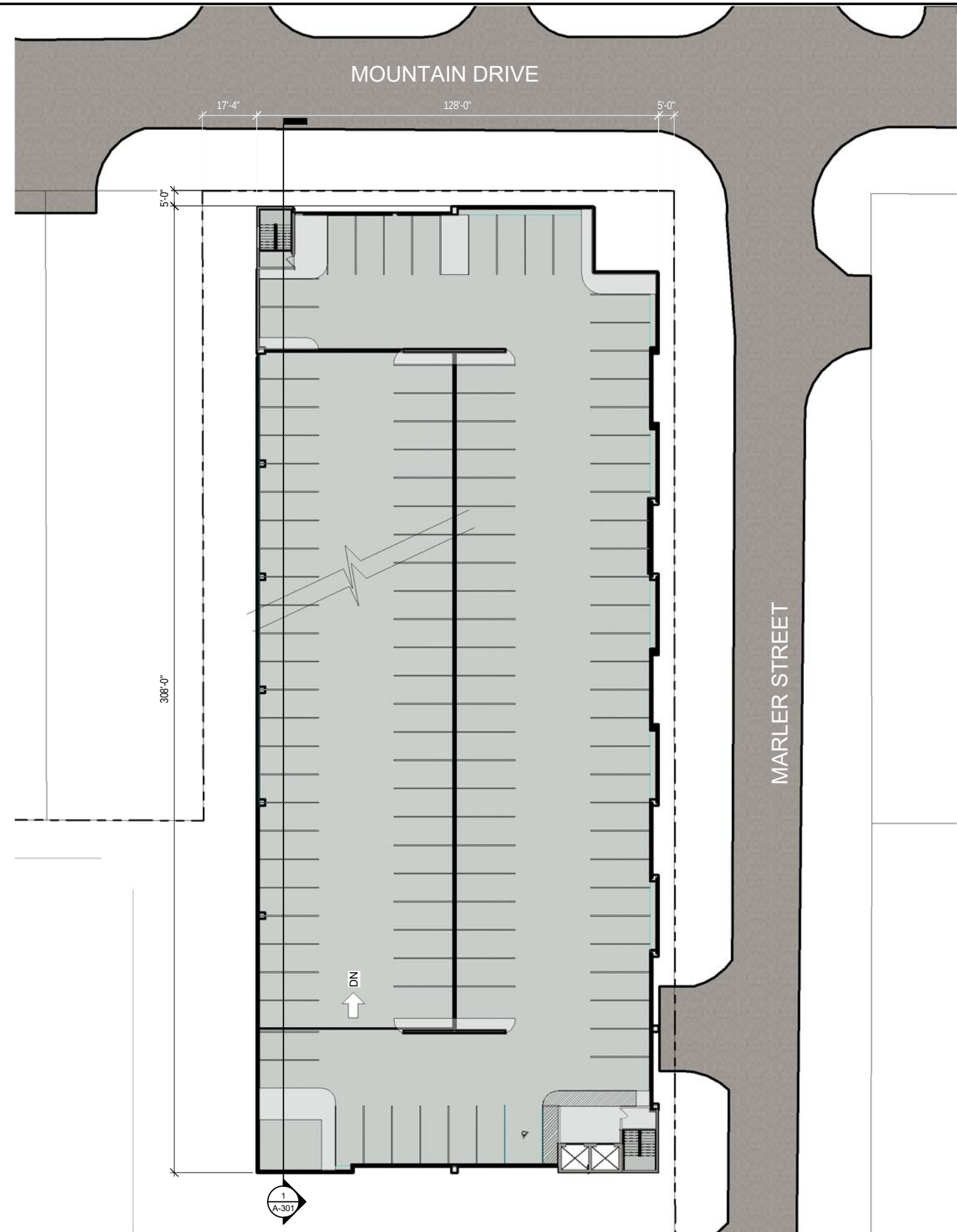
PARKING SPACES	
BTA Parking Space	519
BTA Parking Space - ADA	12
Grand total: 531	531



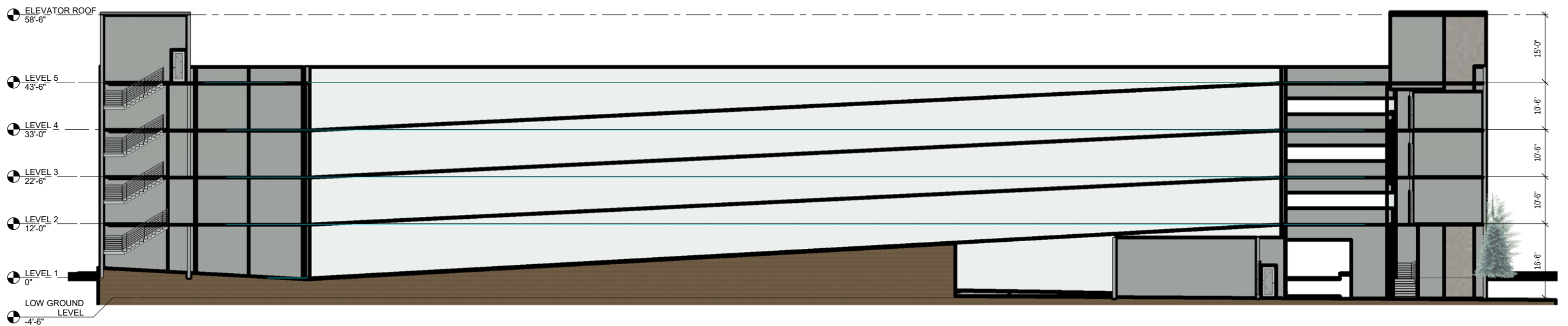
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2ND THROUGH 4TH FLOORS



5TH FLOOR



1 S-N SECTION AT RAMP
A-301 3/32" = 1'-0"

Tab 5. Appendix A – Submittal of General Information, Procurement Forms, and other Forms and Documents

Required forms and contents of Tab 5:

- a. Respondent Acknowledgement (included on following pages)
- b. Respondent Qualification Statement (**is included per Addendum #1 under Tab 1**)
- c. Addenda Acknowledgement (included on following pages)
- d. Confirmation of Drug Free Workplace (included on following pages)
- e. Certifications and Licenses (**included under Tab 1 per those instructions**)
- f. Liability and other insurance policies (**provided prior to contract approval per Addendum #1**)
- g. Supplemental information
 - I. Preliminary design drawings
 - II. Description of design
 - III. Preliminary budget
 - IV. Letter of authorization for access to property



West Site (Zerbe Street) – This design represents a traditional precast concrete 3-bay garage with parking on the ramp at the center bay. The design is efficient and only requires the available city-owned property. The garage doesn't encroach on the existing Community Center buildings. The garage utilizes the natural topography to appropriately allow for ground level occupancies fronting the west end of Zerbe and south end of Sibert. Our initial findings do not support any viable retail storefront in this location, therefore we believe the best application of the occupied area may be relocation of the police station or expansion of other civic uses.

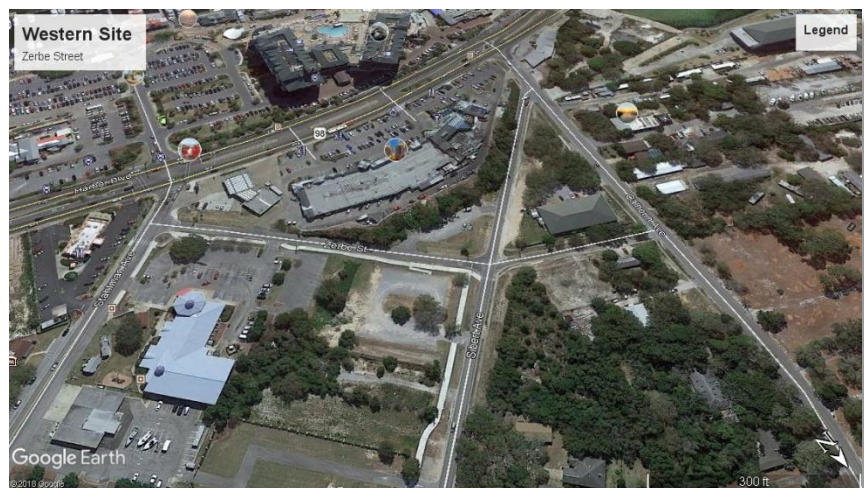
If fully developed as shown, the garage could park +/- 613 vehicles. The garage features vehicular entrances from Sievert and Zerbe. This could allow for private police (or other) parking on the ground level with deducted access to those spaces from Siebert.

The primary vehicular entrance is presumed to be off Zerbe. We believe closure of Zerbe should be explored which could provide "stacking" of vehicles and reduce congestion from Stahlman Ave. In addition, improvements at the Stallman and highway 98 intersections should be considered.

The garage allows for an elevated connection between level two of the garage and the property to the south behind McGuire's restaurant. While we have not budgeted for the elevated pedestrian way, we do believe it should be carefully studied and considered. McGuire's Restaurant was developed with an internal breezeway to afford access from a future garage connection through the McGuire's building with direct access to the Highway 98 and Stahlman intersection and crossing. We have obtained written permission from the controlling group of the McGuire's property (attached in this Tab) to provide our team with full access and use of the triangular property behind McGuire's for any form of transportation use. We believe this site will become instrumental as a location for supporting columns of an elevated pedestrian bridge between the parking and McGuire's site and could provide a location for a shuttle stop and/or off-site bus parking lot for the Harbor District.

Through initial studies we believe the existing community center gym could be relocated to the south of the community center in its existing parking lot. The community center could park inside the garage. This would allow the City to add a connecting road between Stahlman and Sibert to the north of the community center and allow Zerbe to be closed for throughway traffic between Sibert and Stahlman.

While developing these schematics we made every attempt to remain within existing code and zoning requirements. Elevations will be developed once selected and our siteplan is approved.



Highway 98 and Marler Site - We've provided two options for this property. Option One doesn't require additional property and has less potential for occupied use developments. Option Two requires additional property to the northwest of the City's property but allows for a broad range of occupancies. In addition, Option One could require a zoning variance because there is no ground level occupancies or liner building fronting Marler Street. If required, we could consider ground level occupancy for Option One fronting Marler and located inside the garage. However, this would lessen parking spaces, reduce efficiency, and increase the cost the garage. Either Option utilizes the same garage footprint which parks +/- 531 cars. The design features a precast concrete product. We've included vehicular entrances (for either option) from Marler and Mountain.



Either Option provides for some degree of occupancy use. Once selected we'll need to discuss the variables associated with both Options, the potential tax ramifications, costs for additional property, and other details before making a firm determination on the most appropriate Option. Exclusive of the potential variance required for Option One for ground level occupancy fronting Marler, both designs were developed while trying to meet all code and zoning requirements. Once selected we can modify these and develop elevations.

The following synopsis generally describes CRD's preliminary considerations for occupied uses for this location.

- We've included shaded areas indicating possible occupied (retail, multifamily, office, and/or hospitality) developments and their types
- We believe that for rent multi-family would do well in this area, taking advantage of the City's investment in pedestrian access, and the proximity to the harbor. Like many communities, we know that workforce housing is a challenge facing Destin today, and that the Destin Chamber has even established a committee to address community and economic development issues including workforce housing and traffic. Recognizing this, we welcome discussion with the City of how we can potentially help address some of that need within this development.
- We believe the retail and multifamily uses, as a liner to the parking deck, provide several benefits to the City. Ground floor retail supports pedestrian-oriented activity, and may include restaurants, cafes, and retail stores. Retail and residents will bring disposable income into the Destin economy. Increasing the number of retailers and residents in a community grows the commercial tax base, which fuels property tax revenue. Sales tax revenue and commercial property tax revenue are important sources of funding for local governments, and expanding occupied densities provide that higher tax base for the City.
- As mentioned previously, we believe workforce housing – potentially as a percentage of market rate housing depending on what future market analysis reveals – fills a current gap in Destin's local housing inventory.
- Development is a collaborative process, and we believe the most successful projects are the result of a strong team approach. Once selected, we will work with the City to directly address the operational and design goals for the development. The City of Destin will be an integral member of the team, and our collaboration will be central to the success of the project. We are accustomed

to working with cities, committees, focus groups, special interest groups, and staff to develop a comprehensive analysis of the issues critical to the project. We are excited to offer our preliminary development concepts herein based on the information provided in the RFP and look forward to performing additional market studies and analysis once selected and collaborating with the City on these plans.

Preliminary Budgets - Once preliminary designs were created we worked with our construction partner, Lord & Son, to create hard costs budgets for both the west and east locations. These budgets were developed with minimal drawings and specifications and without the input or guidance of our complete team or the City. Many assumptions were made, which historical produce conservative budgets. We feel this is the case and once details and additional drawings are confirmed we anticipate improvements to the budgets.

The following pages describe some of the assumptions made during the budgeting exercise.



*Lord & Son Construction Inc.
Destin Parking Garages – East and West
Conceptual Budget Estimate
Statement of Work
25 May 2018*

Roofing/Waterproofing

- Single ply or modified bituminous roof is included at the stair and elevator shaft roofs.
- We include elevator pit waterproofing.
- We include horizontal and vertical joint seals

Doors/Frames

- Hollow metal frame, hollow metal doors and

Finishes

- We include for plaster/stucco around elevators
- We include painting or coating on the interior
- We include painted striping, arrows and handrails
- In general, precast surfaces will not be painted architectural sand finish.

Specialties

- We include signage materials for the interior

Equipment

- We include parking control equipment

Elevators

- We include 2 each elevators

Mechanical

- Fire protection sprinkler system allowance
- A fire sprinkler system is included.
- We include a drainage system including piping
- We include the louvers at the elevator shafts
- All elevator lobby areas are assumed to be included

Electrical

- Electrical system is included
- Generator is included.



*Lord & Son Construction Inc.
Destin Parking Garages – East and West
Conceptual Budget Estimate
Statement of Work
25 May 2018*

The following list of information and qualifications serve as the basis for our CONCEPTUAL BUDGET proposal. These costs are based off assumption and similar conditions encountered on previous project. All costs will have to be verified upon completion of final drawings for the projects.

PARKING DECK - East

General Conditions

- Building permit is included.
- Duration of construction will be 365 calendar days starting after receiving building permit
- Payment and Performance Bond cost is included.
- Design Fees are excluded.
- Builder's Risk insurance allowance is included.

Sitework

- We include site work, utilities and storm drainage.
- Underground storm water retention is excluded.
- We include Auger Cast Piling.
- We include landscaping and irrigation.

Concrete

- Spread Footings/pile caps
- Slab on grade with turndown.
- Cast in place walls limited to the elevator pit and the 8" cast walls below the slab on grade ramp section up to the 2nd floor.
- Precast Concrete Parking Deck including columns, walls, stairs, ramps, decks and lids at stair and elevator shafts.
- Precast double tees are to be factory topped with required "wash" areas to be created with additional poured in place concrete topping.

Masonry

- We include an allowance for masonry for blocking in the elevator door frames with CMU and additional mechanical rooms.

Metals

- We include structural steel host beams and additional money for weld plates and anchor bolts
- We include galvanized steel handrails and guard rails at the stairs.

Carpentry

- We do not include any rough or finish carpentry items as none should be required.



*Lord & Son Construction Inc.
Destin Parking Garages – East and West
Conceptual Budget Estimate
Statement of Work
25 May 2018*

Doors/Frames/Glass

- Hollow metal frame, hollow metal doors and hardware are included.
- We include storefront for the lease space area

Finishes

- We include for plaster/stucco around elevator door frames in CMU walls.
- We include painting or coating on the interior of the parking deck at select areas.
- We include painted striping, arrows and handicap emblems
- In general, precast surfaces will not be painted and will have a buff colored architectural sand finish.
- Lease Space area to be unfinished.

Specialties

- We include signage materials for the inte

Equipment

- We include parking control equipment

Elevators

- We include 3 each elevators

Mechanical

- Fire protection sprinkler system allowanc
- A fire sprinkler system is included.
- We include a drainage system including l
- We include the louvers at the elevator sh
- All elevator lobby areas are assumed to l

Electrical

- Electrical system is included
- Generator is included.



*Lord & Son Construction Inc.
Destin Parking Garages – East and West
Conceptual Budget Estimate
Statement of Work
25 May 2018*

PARKING DECK - West

General Conditions

- Building permit is Included.
- Duration of construction will be 465 calendar days starting after receiving building permit
- Payment and Performance Bond cost is included.
- Design Fees are excluded.
- Builder's Risk insurance allowance is included.

Sitework

- We include site work, utilities and storm drainage.
- Underground storm water retention is excluded.
- We include Auger Cast Piling.
- We include landscaping and irrigation.

Concrete

- Spread Footings / pile caps
- Slab on grade with turndown.
- Cast in place walls limited to the elevator pit and the 8" cast walls below the slab on grade ramp section up to the 2nd floor.
- Precast Concrete Parking Deck including columns, walls, stairs, ramps, decks and lids at stair and elevator shafts.
- Precast double tees are to be factory topped with required "wash" areas to be created with additional poured in place concrete topping.

Masonry

- We include an allowance for masonry for blocking in the elevator door frames with CMU and additional mechanical rooms.

Metals

- We include structural steel host beams and additional money for weld plates and anchor bolts
- We include galvanized steel handrails and guard rails at the stairs.

Carpentry

- We do not include any rough or finish carpentry items as none should be required.

Roofing/Waterproofing

- Single ply or modified bituminous roof is included at the stair and elevator shaft roofs.
- We include elevator pit waterproofing.
- We include horizontal and vertical joint sealants at precast joints.
- We include waterproofing over the leased space area with additional field placed concrete topping.

At this early stage we're providing preliminary budgets for the development of the west and east garages. The budgets are divided into two categories, hard cost and soft costs. Hard costs are traditionally described as construction costs and soft costs include design fees, permitting, entitlement costs, utilities, environmental costs, legal expenses, construction period finance and interest costs, and other costs not related to physical construction.

Traditionally we include 25% of hard costs as an estimated value for soft costs until additional details and information is gained through meetings with our clients and development of more defined drawings. Currently, we are using 25% of hard costs to estimate soft costs.

location	Hard cost	Soft cost – 25% of hard cost	Development cost
West location	\$15,000,000	\$3,750,000	\$18,750,000
East location	\$10,900,000	\$2,725,000	\$13,625,000

Development of potential offsetting revenues from a pay-to-park program are speculative and presumptuous because there is no collective pay-to-park program providing any real income and no information is available for a pay-to-park program for spaces on the south of highway 98.

However, once selected we suggest a series of meetings with the the City and stakeholders south of 98 to discuss options for a holistic managed parking program. Once those meetings occur, we can work with the City to develop reasonable assumptions for an offsetting revenue program.

Letter of access to property north of McGuire's Restaurant.



Adventures in Restaurant Management

April 27, 2018

Peter Bos
Legendary Inc.
4471 Legendary Drive
Destin, FL 32541

Re: Parking deck behind McGuire's

Dear Peter:

Please accept this letter as confirmation that we have no objection to the breezeway between McGuire's and the parking deck being used as an access and exit point to the parking deck.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'W. McGuire Martin', with a long horizontal flourish extending to the right.

W. McGuire Martin

dw/MM





RESPONDENT ACKNOWLEDGEMENT

Submit RFP's To: City of Destin
CITY CLERK'S OFFICE
4200 Indian Trail Bayou
Destin, Florida 32541
Telephone: (850) 837-4242

RFP Title: **Public-Private Partnership Parking Improvements**

RFP Number: **RFP 18-09-PS**

RFP Received By: **June 7, 2018, NO LATER THAN 2:00 P.M. (CST)**

RFP's will be publicly opened and recorded for acknowledgement of receipt in the City Hall Boardroom, unless specified otherwise, on: June 7, 2018, no later than 2:00 P.M. (CST) and may not be withdrawn within ninety (90) days after such date and time.

Name of Vendor: STRUCTURED PARKING SOLUTIONS, LLC

Federal I.D. Number: 272-345-693

A Corporation of the State of: FLORIDA

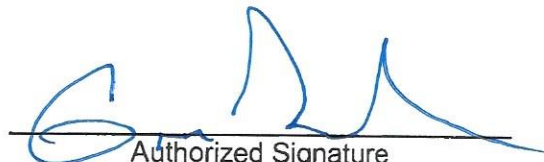
Area Code: 850 Telephone Number: 438-7754

Area Code: 850 FAX Number: 438-7728

Mailing Address: 21 SOUTH TARRAGONA STREET, SUITE 102

City/State/Zip: PENSACOLA, FL. 32502

Vendor Mailing Date: JUNE 6, 2018


Authorized Signature
GREG DARDEN
Name Printed

A D D E N D A

CITY OF DESTIN
FLORIDA

RFP TITLE: Public-Private Partnership Parking Improvements

RESPONDENT: STRUCTURED PARKING SOLUTIONS, LLC

DATE SUBMITTED: JUNE 7, 2018

We propose and agree, if this submittal is accepted, to contract with the City of Destin, in the Contract Form, to furnish all material, equipment, machinery, tools, apparatus, means of transportation, construction, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by:

CITY OF DESTIN

We propose to perform the work of this Project according to the Contract documents and the following addenda which we have received:

<u>ADDENDUM NO.</u>	<u>DATE</u>	<u>ADDENDUM No.</u>	<u>DATE</u>
# 1	4/19/2018		
# 2	5/1/2018		

☐ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID



CONFIRMATION OF DRUG-FREE WORKPLACE

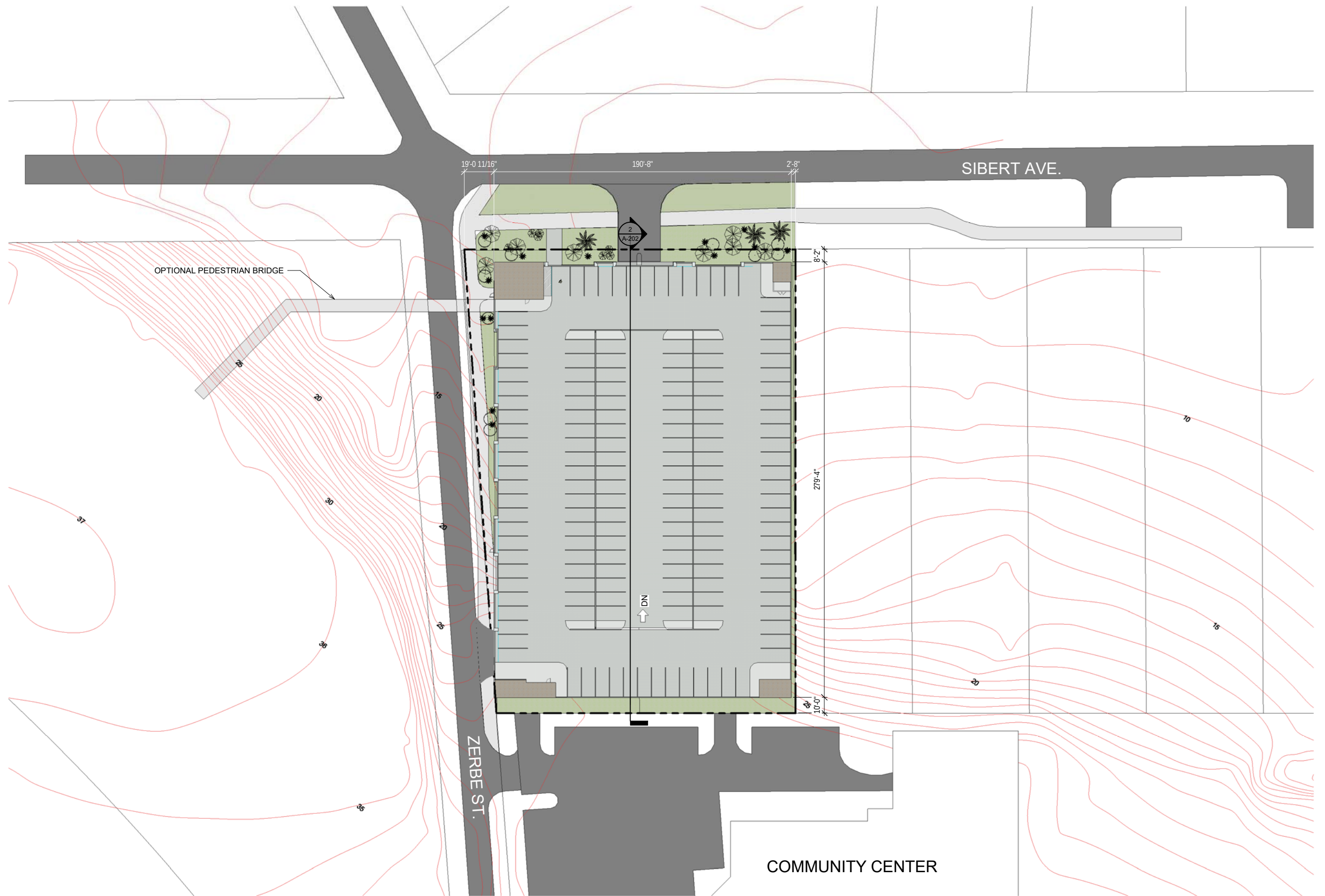
IDENTICAL TIE SUBMITTALS

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more submittals which are equal with respect to price, quality, and service are received by the City of Destin or by any political subdivision for the procurement of commodities or contractual services, a submittal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie submittals will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

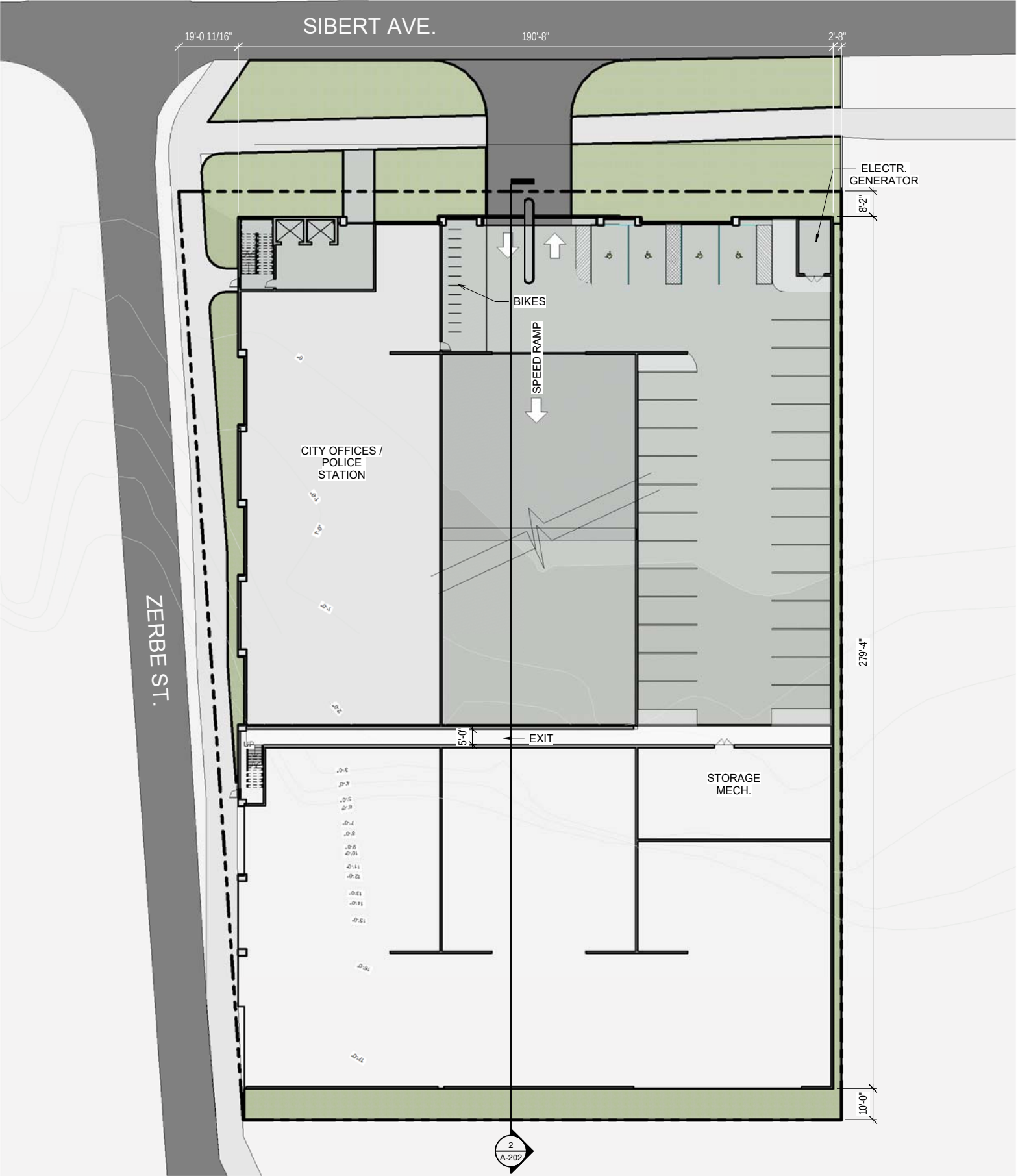
- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under submittal a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or contractual services that are under submittal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this integrator complies fully with the above requirements.

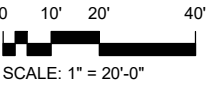
Vendor's Signature:



ARCHITECTURAL SITE PLAN WEST GARAGE



PARKING SPACES	
BTA Parking Space	595
BTA Parking Space - ADA	18
Grand total: 613	613

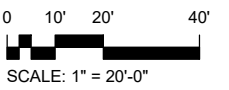
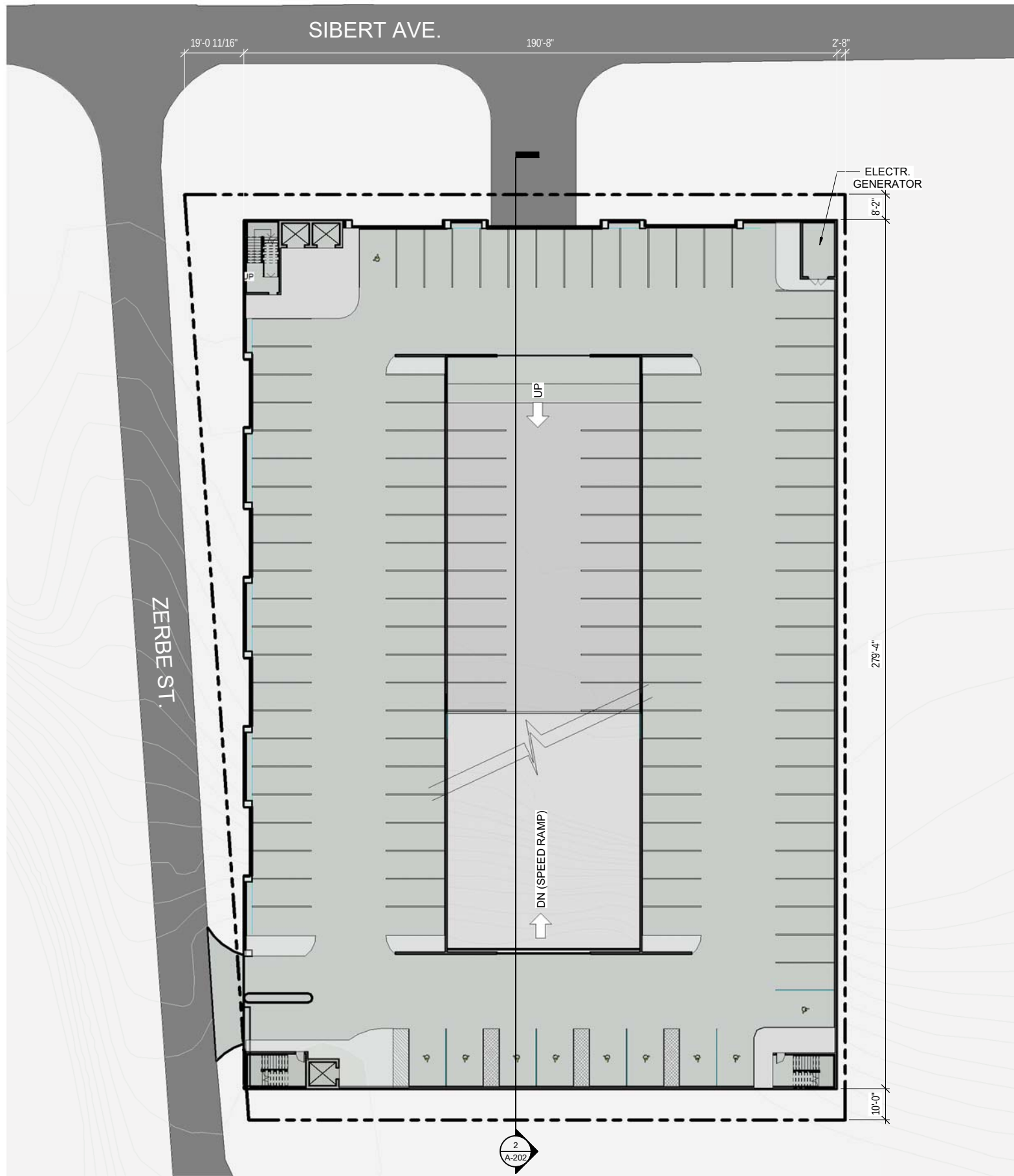


PARKING GARAGE WEST
CITY: DESTIN STATE: FLORIDA

BTA #: 000024.048 DATE: JUNE 7, 2018



1ST FLOOR



PARKING GARAGE WEST
CITY: DESTIN STATE: FLORIDA



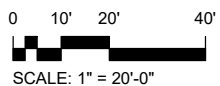
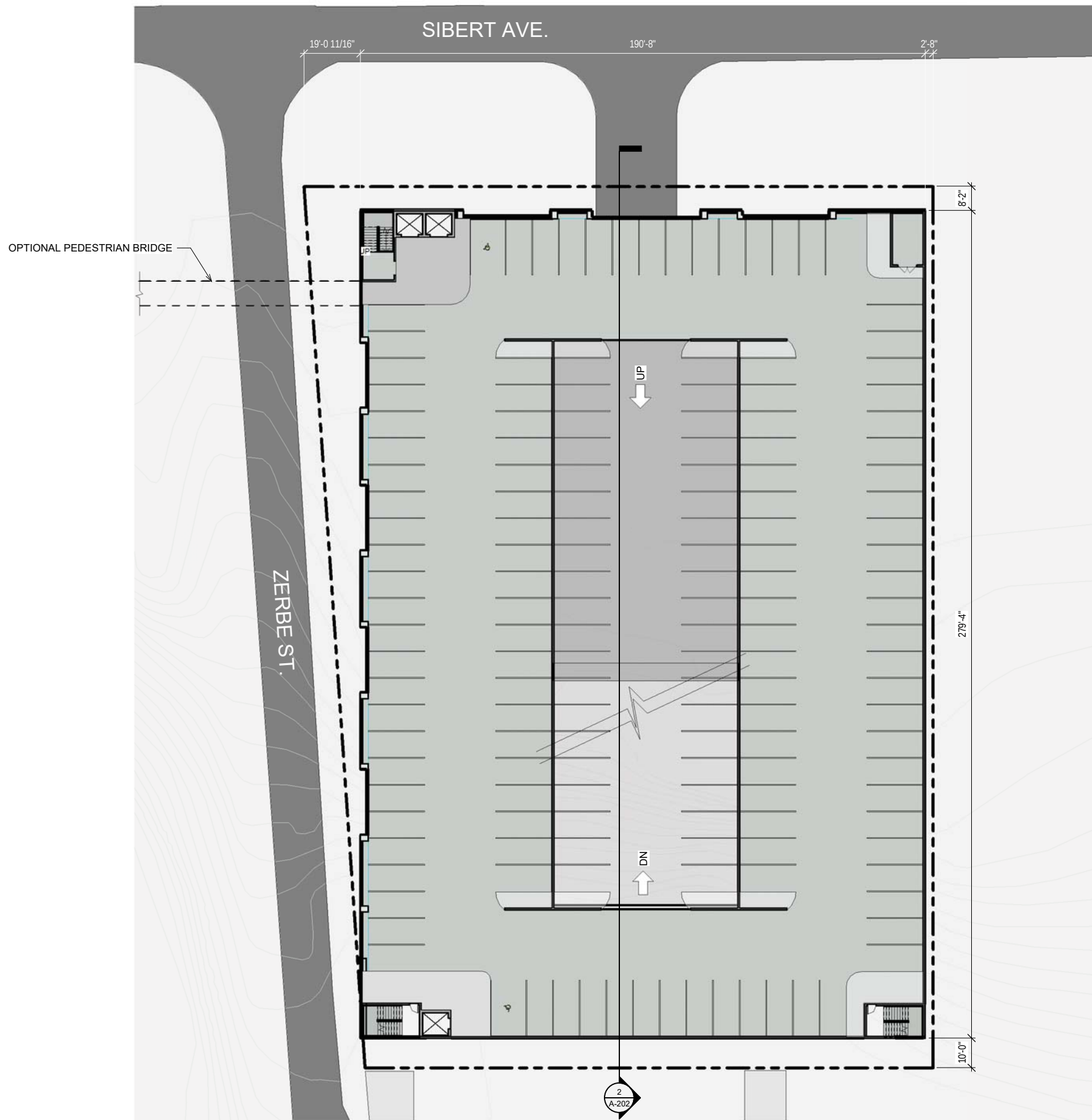
BTA #: 000024.048 DATE: JUNE 7, 2018

2ND FLOOR

structured parking
solutions

21 south tarragona
pensacola, fl 32502
p/ 850.982.7104 f/ 850.432.5208
www.structuredparkingsolutions.com

A-103



PARKING GARAGE WEST
CITY: DESTIN STATE: FLORIDA

BTA #: 000024.048 DATE: JUNE 7, 2018

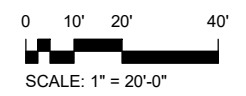
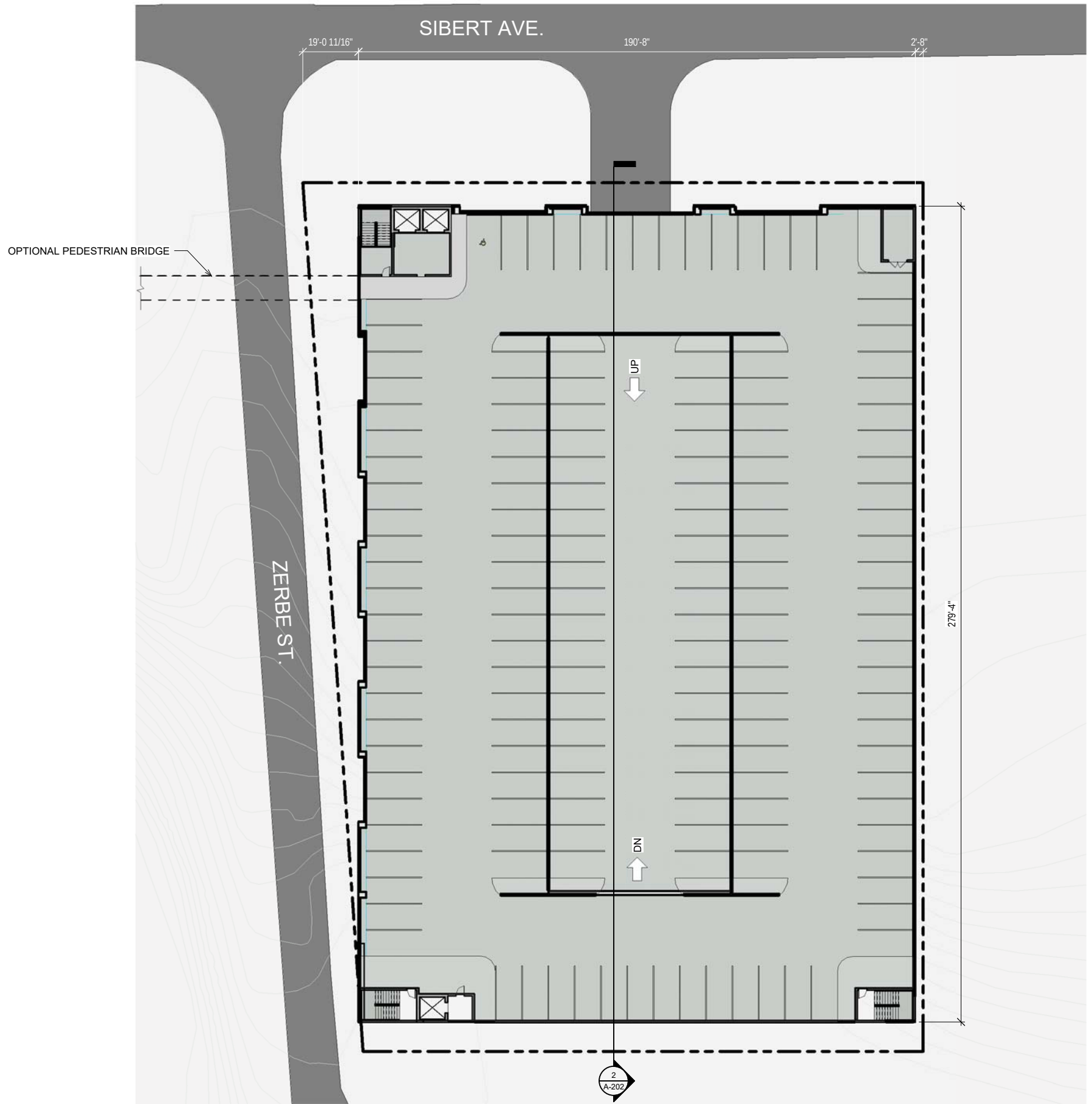


3RD & 4TH FLOORS

structured parking
solutions

21 south tarragona
pensacola, fl 32502
p/ 850.982.7104 f/ 850.432.5208
www.structuredparkingsolutions.com

A-104



PARKING GARAGE WEST
CITY: DESTIN STATE: FLORIDA

BTA #: 000024.048 DATE: JUNE 7, 2018

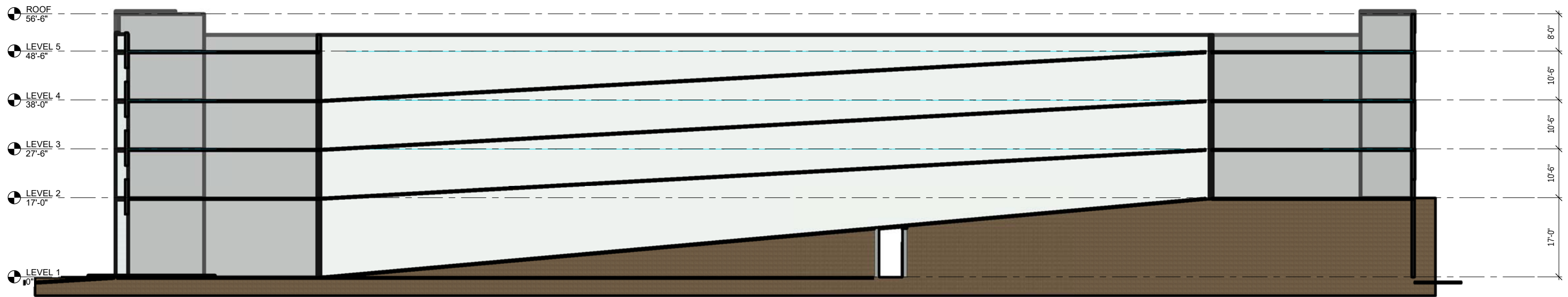


5TH FLOOR

structured parking
solutions

21 south tarragona
pensacola, fl 32502
p/ 850.982.7104 f/ 850.432.5208
www.structuredparkingsolutions.com

A-105



2 SECTION AT RAMPS
A-202 3/32" = 1'-0"

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Special Presentation

TO: City Council

THRU: Carisse LeJeune, City Manager

FROM: Lisa Firth, Deputy Recreation Manager

DATE: July 27, 2018

SUBJECT: Parks and Recreation Committee Recommendations

I. BACKGROUND:

The Committee would like to recommend the following items for the City Council's consideration:

- 1.) Motion to recommend to the City Council that the Clement Taylor Park Restore Act Grant submittal be taken off on-hold status and instruct the County staff to immediately move forward for approval by the Treasury Department (passed 7-0).
- 2.) Motion to recommend to the City Council that the Fire District sub-station be considered for construction at Clement Taylor Park after renovations are complete and Restore Act grant is closed out (passed 7-0).
- 3.) Consensus by the committee to recommend to the City Council that when the Joe's Bayou recreation area is expanded, to authorize the addition of an on-leash dog friendly area.

II. DISCUSSION: During the July 24, 2018 Parks and Recreation Committee Meeting, the Committee unanimously voted to recommend that the City Council take actions related to the submittal of grant for Clement Taylor Park and the potential construction at the park for a Fire District Sub-Station.

The Committee also reached consensus on a recommended use for the future Joe's Bayou Park Expansion, for consideration by City Council.

A. **Link to Strategic Goals / Objectives:** Goal 4A: Improve and enhance the City's library, parks, and recreational services.

B. **Effect on Budget (EOB):**

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

III. **CONCLUSION:** The Committee appreciates the City Council's consideration of their recommendations.

IV. **RECOMMENDED MOTION:**

1.) I move the Clement Taylor Park Restore Act Grant submittal be taken off on-hold status and instruct the County staff to immediately move forward for approval by the Treasury Department.

2.) I move the Fire District sub-station be considered for construction at Clement Taylor Park after renovations are complete and the Restore Act grant is closed out.

Attachments:
None

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO: City Council

THRU:

FROM: Mr. Schef Wright - Special Counsel

DATE: July 30, 2018

SUBJECT: Electric Franchise Counter Offer

I. BACKGROUND: Mr. Schef Wright, Special Counsel representing the City of Destin in the Gulf Power Franchise negotiations, will address the City Council regarding submittal of a counter proposal to Gulf Power for the ongoing Franchise negotiations.

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: August 6, 2018

TYPE OF AGENDA ITEM: City Manager Report

TO: City Council

THRU: Carisse LeJeune, City Manager

FROM: Bragg Farmer, Finance Director

DATE: July 30, 2018

SUBJECT: 3rd Quarter Financial and Investment Report

I. BACKGROUND: Per the City Charter, the Finance Director must present a City financial report to the City Council. Attached for your review is the current quarterly financial and investment report. It compares the FY2018 adjusted budget to the revenues received and expenses expended. There is also a schedule showing the current status of the City investment account with Raymond James.

II. DISCUSSION: The City Financial and Investment report is for the period ended June 30, 2018. Our revenue has been received at a level consistent with prior years at 76%. Expenses are being made on a level consistent with prior years at 61%. The City investment accounts show a net loss on our original investment of (.43%) for the fiscal year through June 2018.

A. Link to Strategic Goals / Objectives: Develop a sustainable Operating and Capital Budget ensuring the City is managed in a fiscally sound manner and complies with Legislative mandates.

B. Effect on Budget (EOB): This item is for information only and has no effect on the FY2018 Budget.

C. Level of Service (LOS): This report provides the City Council with the current financial condition of the City.

III. CONCLUSION: The City is currently receiving the budget revenue and expenses in a manner consistent with prior years.

IV. RECOMMENDED MOTION: No motion is required for this item.

Attachments:

1. 3rd Qtr FIN INV Report



City of Destin

Quarterly Financial Report June 2018

June 30, 2018

OVERVIEW

This financial overview reflects the City's overall unaudited financial position for the fiscal year through June 30, 2018. Except as noted below, revenues and operating expenditures are generally on target.

GENERAL FUND

With 75% of the year complete, General Fund revenues are 76% of budget and expenditures are 61% of the adjusted budget as summarized below.

General Fund	Adj. Budget	YTD Actual	Percent
Revenues	\$ 15,699,297	\$ 11,941,890	76%
Expenditures	\$ 15,830,083	\$ 9,657,898	61%

Property ad valorem taxes are the largest source of general fund revenue, and make up 43% of total revenues. Other sources of revenue include building fees, traffic fines, county cooperative library funding, franchise fees, grants, and interest earnings.

The General Fund includes all services that are funded through general taxes and fees. It includes all city programs **except** those that are paid for through dedicated taxes (Community Redevelopment Agency – Town Center & Harbor), fees (electric franchise fees, ect.) or impact fees.

REVENUES

Overall, revenues are being received at a rate to past years. The City budgets 95% of the City Ad Valorem taxes and State projected shared revenue items. The following schedule outlines the City revenue collection progress for the current year.

Revenues	Adj. Budget	YTD Actual	% Received
Taxes	\$ 7,594,458	\$ 7,511,941	99%
License & Permits	\$ 2,446,375	\$ 2,016,411	82%
Intergovernmental	\$ 3,441,487	\$ 751,874	22%
Charges for Services	\$ 477,750	\$ 390,987	82%
Fines & Forfeits	\$ 42,500	\$ 21,588	51%
Miscellaneous Rev.	\$ 70,350	\$ 74,089	105%
Other Sources	\$ -	\$ -	0%
Interfund Transfers	\$ 1,626,377	\$ 1,175,000	72%
Carryforward Rev.	\$ -	\$ -	0%
Total	\$ 15,699,297	\$ 11,941,890	76%

- *Taxes.* This reflects the collection of the ad valorem taxes; sales, use and fuel taxes; local option taxes; local option fuel tax; and discretionary sales surtaxes.

The City has collected 99% of the budgeted taxes. Of the \$7.59 million projected, \$6.77 million is in the form of ad valorem taxes. Ad valorem taxes on property are collected by the Tax Collector on an annual basis beginning on November 1st for the tax year January through December. The City budgets 95% of the projected ad valorem revenue and has received 102% of the budgeted amount.

Licenses and permits. This revenue source reflects the collection of electricity franchise fees; business licenses; building permits; and other licenses, fees, and permits. Electric Franchise fees and Building permit fees constitute 85% of the revenue in this category. As of the end of June the City has collected 73% of this revenue source.

InterGovernmental. Intergovernmental revenues are received from Federal Grants, State Grants, State Shared Revenues and Grants from other Local Agencies. Grant revenues vary each year based on different opportunities that present themselves to the City. On a monthly basis the City receives revenue

from the Municipal Sharing Tax and the County Occupational License. On a quarterly basis the City receives money from the County Library Cooperative and the Alcohol and Beverage Tax is received on an annual basis in September/October. The City has received 22% of our InterGovernmental budget.

Charges for Services. Charges for Services are revenues generated from the rendering of services for a fee (e.g. recording fees, etc.). Charges for services will vary from month to month due to the seasonal activities that take place throughout the year. For example, monies related to the sports complex are generally higher in the summer months whereas the community center is normally higher during the winter, "snowbird season". The City has received 82% of this revenue item.

- **Fines and Forfeits.** Fines and forfeits revenues are received from traffic fines; library fines; code violation fines; and other fines or forfeitures. Traffic fines represent 82% of the revenues in this category. As of the end of June, the City collected 51% of the budgeted traffic fines and 51% of this total revenue source.

- **Miscellaneous Revenues.** Miscellaneous revenues primarily reflect interest earned on investments; library fees; inter-fund transfers; various contributions and/or donation transfers; and special assessments. The largest form of miscellaneous revenue involves the 2013 Revenue Note interfund transfer. This money is generated from the ½ cent sales tax and telecommunications tax which are budgeted in the Special Revenue Fund. The City has collected 72% of this revenue source.

EXPENSES

The City has completed 75% of the year and our department operating costs are running close to trends from prior years. The adjacent table gives the expenditure budgets for each department. This gives a clearer picture of how well each department or program is performing this budget year.

Overall the City has expended 34% of its budgeted expenditures. Departmental operating expenditures are also under or over budget as summarized by the following table. All budget amounts are after any budget amendments have been posted during the year.

Total Expenditures	Adj. Budget	YTD Actual	%
City Council	\$ 98,010	\$ 56,176	57%
City Manager	\$ 420,179	\$ 277,079	66%
City Clerk	\$ 230,580	\$ 150,722	65%
Finance	\$ 275,397	\$ 204,297	74%
Human Resources	\$ 420,627	\$ 343,052	82%
Administrative Services	\$ 94,900	\$ 57,745	61%
Facilities Maintenance	\$ 344,205	\$ 260,315	76%
Legal Services	\$ 261,000	\$ 239,315	92%
Community Development	\$ 596,480	\$ 471,309	79%
Debt Service - 2015A	\$ 457,154	\$ 457,153	100%
Debt Service - Veh Lease	\$ 25,796	\$ 25,796	100%
Debt Service - Eq Lease	\$ 36,058	\$ 22,613	63%
Information Technology	\$ 612,947	\$ 396,952	65%
Public Safety	\$ 2,086,939	\$ 1,504,712	72%
Inspections	\$ 465,769	\$ 284,273	61%
Code Inspections	\$ 386,673	\$ 206,644	53%
Emergency Management	\$ 12,525	\$ 390	3%
Cemetery	\$ 11,560	\$ 1,245	11%
Physical Environment	\$ 32,140	\$ 6,778	21%
Public Works	\$ 1,718,984	\$ 953,963	55%
Engineering	\$ 44,880	\$ 26,897	60%
Median Maintenance	\$ 218,557	\$ 87,967	40%
Library	\$ 472,754	\$ 333,572	71%
Parks	\$ 581,996	\$ 230,556	40%
Sports Complex	\$ 687,316	\$ 277,469	40%
Recreation	\$ 341,504	\$ 153,779	45%
Beach Operations	\$ 520,625	\$ 172,690	33%
Special Events	\$ 54,150	\$ 6,547	12%
Community Center	\$ 641,190	\$ 298,724	47%
GF CIP Projects	\$ 2,809,713	\$ 1,650,485	59%
Gas Tax Funds Transfer	\$ 654,000	\$ 451,551	0%
Interfund Transfer	\$ -	\$ -	0%
Miscellaneous	\$ 215,475	\$ 47,132	22%
Total Expenditures	\$ 15,830,083	\$ 9,657,898	61%

CRA Town Center

CRA TC	Budget	YTD Actual	%
Revenues	\$ 705,921	\$ 700,155	99%
Expenditures	\$ 705,921	\$ 779,576	110%

CRA Harbor

CRA Harbor	Budget	YTD Actual	%
Revenues	\$ 541,876	\$ 540,129	100%
Expenditures	\$ 541,876	\$ 500,816	92%

All surplus funds collected in the CRA's will be used for future debt service.

FUND BALANCEUnreserved - Undesignated Fund Balance:

The City's undesignated fund balance is a surplus of funds which have accrued from unexpended operating budgets and unanticipated excess revenues. It has accumulated from prior year budgets that were not fully expended. This portion of the fund balance has not been identified as being required or having been appropriated for a specific purpose. This surplus also proves financial stability to bond holders and rating agencies, while providing the City with a "rainy day" fund for use in unforeseen, unbudgeted emergency situations.

Reserves and Contingencies

Once the budget is adopted, only that portion of the fund balance that is appropriated will be available during the fiscal year. As a result, reserves are budgeted for potential unforeseen events. Reserves are the portion of the fund balance that has been committed for identified purposes such as an amount needed to finance open purchase orders or unspent expenditure appropriations carried over for use in the following fiscal period. Reserves are established to provide for non-recurring, unanticipated expenditures (i.e. storm costs) or to meet unanticipated increases in service delivery costs.

Like the fund balance, the contingency is also exclusive of reserves not anticipated to be readily available for use in emergencies or unforeseen events. Although appropriated, City Council approval is required to expend from reserves and contingencies.

CHANGES IN FUND BALANCEGeneral Fund

On October 1, 2017 the City had a fund balance of \$19,903,735. This balance includes all committed funds, restricted funds, assigned funds, and unassigned reserves from FY2017.

The City General Fund balance is outlined below:

Nonspendable	\$ 2,999,624
Restricted	\$ 1,977,027
Committed	\$ 9,674,570
Assigned	\$ 1,625,986
Unassigned	\$ 3,626,528

There is also an Impact fee fund balance (restricted) of: Park \$133,332; Traffic \$1,137,120; Police \$0; Library \$72,253; NPEB \$158,662; MultiModel \$445,391 (all netted for the FY2017 budget allocation, prior year unspent budget allocations, and current year contributions) that can only be used for projects related to the collection source of the impact fees.

CRA Town Center

The unreserved/undesignated fund balance on October 1, 2017 is \$ 0.00. The CRA currently owes the City \$ 2,142,359.

CRA Harbor

The unreserved/undesignated fund balance on October 1, 2017 is \$ 180,632.

CITY INVESTMENTS

The City of Destin has hired Raymond James & Associates to invest the unassigned fund balance. The following report reflects the City's overall unaudited investment return for the fiscal year from May 1, 2013 through June 30, 2018.

INVESTMENT RETURN

The unassigned fund balance is invested in four separate investment funds as outlined below. The table below reflects the current value of the funds by invested category (this includes market

increases/decreases, interest/dividend income, & investment fees).

Inv. Fund	May-13	Jun-17	Percent
Emergency Mt.	\$ 1,465,000	\$ 1,518,297	3.64%
Alt Investment	\$ 3,433,000	\$ 3,623,420	5.55%
Debt Service	\$ 411,000	\$ 422,927	2.90%
Emergency Op.	\$ 1,415,000	\$ 1,467,233	3.69%
CD Investment	\$ 2,598,000	\$ 2,598,623	0.02%
Total	\$ 9,322,000	\$ 9,630,500	3.31%

In FY2018 the City has seen a decrease in the market value by (\$44,070) and an income earnings of \$157,061. The total cumulative market value loss on the investment (FY2013 thru FY2018) is (\$670,369), with earned income of \$1,223,560. The City had investment fees of \$28,801 for the fiscal year through June 2018.

Inv. Fund	FY Gain/Loss	FY Income	FY Exp.
Emergency Mt.	\$ 3,156	\$ 29,873	\$ (6,804)
Alt Investment	\$ (49,092)	\$ 73,313	\$ (13,668)
Debt Service	\$ (174)	\$ 7,810	\$ (1,842)
Emergency Op.	\$ 1,955	\$ 28,295	\$ (6,487)
CD Investment	\$ 85	\$ 17,771	\$ -
Total	\$ (44,070)	\$ 157,062	\$ (28,801)

A current market report, as of June 30, 2018 produced by Raymond James is attached as supplemental information regarding these investments.

SUMMARY

For more information: This summary is based on detailed information produced by the City's Finance Department. If you would like additional information, or have any questions about the report, please call Bragg Farmer in the Finance Department at 837-4242.

FY2018	Primary Account 77304699	Raymond James/Eagle Asset Management
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	CONTRIBUTIONS	DIVIDENDS	INTEREST	EXPENSES	SECURITIES SOLD/REDEEMED	SECURITIES PURCHASED	WITHDRAWALS TO OPERATING	Security Gain/Loss
OCT	-	15,758.98	591.78	(9,939.79)	-	-	-	(12,989.64)
NOV	-	20,657.46	611.53	-	-	-	-	(24,474.28)
DEC	-	11,174.47	1,589.07	-	-	-	-	(15,376.86)
CALENDAR YR TOTALS:	\$ -	\$ 47,590.91	\$ 2,792.38	\$ (9,939.79)	\$ -	\$ -	\$ -	\$ (52,840.78)
JAN	-	12,654.87	1,362.70	(9,711.56)	-	-	-	(57,616.87)
FEB	-	16,873.50	658.00	-	-	-	-	(37,958.88)
MAR	308,000.00	16,676.26	6,273.40	-	(308,000.00)	-	-	8,229.86
APRIL	283,000.00	11,830.03	734.55	(9,381.31)	(283,000.00)	-	-	(35,729.71)
MAY	-	24,961.50	1,157.63	231.53	-	-	-	16,724.30
JUNE	220,000.00	8,703.29	4,791.90	-	(220,000.00)	-	-	(13,137.95)
JULY	-	-	-	-	-	-	-	-
AUGUST	-	-	-	-	-	-	-	-
SEPT	-	-	-	-	-	-	-	-
CALENDAR YR TOTALS:	\$ 811,000.00	\$ 91,699.45	\$ 14,978.18	\$ (18,861.34)	\$ (811,000.00)	\$ -	\$ -	\$ (119,489.25)
FY2017 TOTALS	\$ 811,000.00	\$ 139,290.36	\$ 17,770.56	\$ (28,801.13)	\$ (811,000.00)	\$ -	\$ -	\$ (172,330.03)

FY 2018 SNAPSHOT		
SECURITIES VALUE (10/1/2015)	\$ 9,674,569.97	
CASH DEPOSITED/SEC. SOLD	-	
SECURITIES PURCHASED	-	
EXPENSES	(28,801.13)	-0.30%
CASH WITHDRAWN	-	0.00%
INCOME EARNED	157,060.92	1.62%
CHANGE IN VALUE	(172,330.03)	-1.78%
Current Value	\$ 9,630,499.73	-0.16%

ORIGINAL INVESTMENT	\$ 10,000,000.00	
FY2013 Gain/Loss	\$ (187,286.97)	-1.87%
FY2014 Gain/Loss	\$ (118,478.76)	-1.18%
FY2015 Gain/Loss	\$ (36,731.80)	-0.37%
FY2016 Gain/Loss	\$ 14,639.42	0.15%
FY2017 Gain/Loss	\$ (170,181.22)	-1.70%
FY2018 Gain/Loss	\$ (172,330.03)	-1.72%
RESTATED Value	\$ 9,501,960.67	-6.70%

FY2013 Net Gain/Loss	(130,984.36)	-1.31%
FY2014 Net Gain/Loss	91,238.17	0.92%
FY2015 Net Gain/Loss	172,795.08	1.73%
FY2016 Net Gain/Loss	207,212.95	2.04%
FY2017 Net Gain/Loss	11,733.03	0.11%
FY2018 Net Gain/Loss	(44,070.24)	-0.43%

EARNED INCOME	\$ 10,000,000.00	
FY2013 Earned Income	\$ 76,848.56	0.77%
FY2014 Earned Income	\$ 259,305.33	2.59%
FY2015 Earned Income	\$ 258,805.58	2.59%
FY2016 Earned Income	\$ 241,315.57	2.41%
FY2017 Earned Income	\$ 230,224.00	2.30%
FY2018 Earned Income	\$ 157,060.92	1.57%

EXPENSES	\$ 10,000,000.00	
FY2013 Expenses	\$ (20,545.95)	-0.21%
FY2014 Expenses	\$ (49,588.40)	-0.50%
FY2015 Expenses	\$ (49,278.70)	-0.49%
FY2016 Expenses	\$ (48,742.04)	-0.49%
FY2017 Expenses	\$ (48,309.75)	-0.48%
FY2018 Expenses	\$ (28,801.13)	-0.29%

Cash on Hand	\$ 624,014.45	6.48%
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FY2018		77304699		Debt Service Fund					
	CONTRIBUTIONS	DIVIDENDS	INTEREST	EXPENSES	SECURITIES SOLD/REDEEMED	SECURITIES PURCHASED	WITHDRAWALS TO OPERATING	Security Gain/Loss	
OCT	-	997.17	-	(635.30)		-	-	(792.03)	
	-								
NOV	-	1,076.29	-	-		-	-	(559.20)	
	-								
DEC	-	680.73	-	-		-	-	(1,033.84)	
	-								
	\$ -	\$ 2,754.19	\$ -	\$ (635.30)	\$ -	\$ -	\$ -	\$ (2,385.07)	
JAN	-	557.47	-	(621.16)		-	-	(1,715.11)	
	-								
FEB	-	765.31	-	-		-	-	(1,331.82)	
	-								
MAR	-	789.15	-	-	(33,000.00)	-	-	200.15	
	-								
APRIL	-	605.75	-	(585.24)	(23,000.00)	-	-	(855.98)	
	-								
MAY	-	1,768.82	-	-		-	-	494.12	
	-								
JUNE	-	569.25	-	-	(25,000.00)	-	-	(548.25)	
	-								
JULY	-	-	-	-		-	-	-	
	-								
AUGUST	-	-	-			-	-	-	
	-								
SEPT	-	-	-	-	-	-	-	-	
	-								
	\$ -	\$ -		-					
CALENDAR YR									
TOTALS:	\$ -	\$ 5,055.75	\$ -	\$ (1,206.40)	\$ (81,000.00)	\$ -	\$ -	\$ (3,756.89)	
FY2017									
TOTALS	\$ -	\$ 7,809.94	\$ -	\$ (1,841.70)	\$ (81,000.00)	\$ -	\$ -	\$ (6,141.96)	

FY 2018 SNAPSHOT			
SECURITIES VALUE (10/1/2017)	\$ 504,100.49		
CASH DEPOSITED/SEC. SOLD	(81,000.00)		
EXPENSES	(1,841.70)	-0.37%	
CASH WITHDRAWN	-		
INCOME EARNED	7,809.94	1.85%	
CHANGE IN VALUE	(6,141.96)	-1.22%	
Current Value	\$ 422,926.77	-0.04%	

ORIGINAL INVESTMENT	\$ 539,000.00		
FY2013 Gain/Loss	\$ (3,835.16)	-0.71%	
FY2014 Gain/Loss	\$ (6,274.31)	-1.16%	
FY2015 Gain/Loss	\$ (5,283.22)	-0.98%	
FY2016 Gain/Loss	\$ (4,752.58)	-0.88%	
FY2017 Gain/Loss	\$ (7,479.47)	-1.39%	
FY2018 Gain/Loss	\$ (6,141.96)	-1.14%	
RESTATEd Value	\$ 511,375.26	-5.13%	
FY2013 Net Gain/Loss	(1,347.62)	-0.25%	
FY2014 Net Gain/Loss	4,291.80	0.80%	
FY2015 Net Gain/Loss	4,508.21	0.83%	
FY2016 Net Gain/Loss	4,127.52	0.76%	
FY2017 Net Gain/Loss	520.58	0.09%	
FY2018 Net Gain/Loss	(173.72)	-0.03%	

EARNED INCOME	\$ 539,000.00	
FY2013 Earned Income	\$ 3,602.54	0.67%
FY2014 Earned Income	\$ 13,268.71	2.46%
FY2015 Earned Income	\$ 12,508.01	2.32%
FY2016 Earned income	\$ 11,618.46	2.16%
FY2017 Earned Income	\$ 10,779.62	2.00%
FY2018 Earned Income	\$ 7,809.94	1.45%
EXPENSES	\$ 539,000.00	
FY2013 Expenses	\$ (1,115.00)	-0.21%
FY2014 Expenses	\$ (2,702.60)	-0.50%
FY2015 Expenses	\$ (2,716.58)	-0.50%
FY2016 Expenses	\$ (2,738.36)	-0.51%
FY2017 Expenses	\$ (2,779.57)	-0.52%
FY2018 Expenses	\$ (1,841.70)	-0.34%

Cash on Hand	\$ 2,698.70	0.64%
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FY2018	77304675	Emergency Maintenance Fund
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	CONTRIBUTIONS	DIVIDENDS	INTEREST	EXPENSES	SECURITIES SOLD/REDEEMED	SECURITIES PURCHASED	WITHDRAWALS TO OPERATING	Security Gain/Loss
OCT	-	3,689.20	-	(2,394.70)			-	(2,692.98)
NOV	-	4,274.43	-	-			-	(1,039.83)
DEC	-	2,603.03	-	-			-	(4,542.23)
CALENDAR YR TOTALS:	\$ -	\$ 10,566.66	\$ -	\$ (2,394.70)	\$ -	\$ -	\$ -	\$ (8,275.04)
JAN	-	2,077.99	-	(2,342.52)			-	(5,901.65)
FEB	-	2,910.88	-	-			-	(3,887.85)
MAR	-	3,138.67	-	-	(135,000.00)		-	295.61
APRIL	-	2,527.28	-	(2,195.64)	(145,000.00)		-	(2,431.91)
MAY	-	6,520.53	-	129.12			-	1,538.96
JUNE	-	2,130.58	-	-	(105,000.00)		-	(1,251.29)
JULY	-	-	-	-			-	-
AUGUST	-	-	-	-			-	-
SEPT	-	-	-	-			-	-
CALENDAR YR TOTALS:	\$ -	\$ 19,305.93	\$ -	\$ (4,409.04)	\$ (385,000.00)	\$ -	\$ -	\$ (11,638.13)
FY2017 TOTALS	\$ -	\$ 29,872.59	\$ -	\$ (6,803.74)	\$ (385,000.00)	\$ -	\$ -	\$ (19,913.17)

FY 2018 SNAPSHOT			
SECURITIES VALUE (10/1/2017)	\$ 1,900,141.22		
CASH DEPOSITED/SEC. SOLD	(385,000.00)		
EXPENSES	(6,803.74)	-0.36%	
CASH WITHDRAWN	-		
INCOME EARNED	29,872.59	1.97%	
CHANGE IN VALUE	(19,913.17)	-1.05%	
Current Value	\$ 1,518,296.90	0.21%	

ORIGINAL INVESTMENT	\$ 2,100,000.00		
FY2013 Gain/Loss	\$ (12,928.15)	-0.62%	
FY2014 Gain/Loss	\$ (23,429.82)	-1.12%	
FY2015 Gain/Loss	\$ (16,489.24)	-0.79%	
FY2016 Gain/Loss	\$ (16,043.68)	-0.76%	
FY2017 Gain/Loss	\$ (31,173.15)	-1.48%	
FY2018 Gain/Loss	\$ (19,913.17)	-0.95%	
RESTATED Value	\$ 1,999,935.96	-4.76%	

FY2013 Net Gain/Loss	(3,878.09)	-0.18%
FY2014 Net Gain/Loss	16,667.55	0.80%
FY2015 Net Gain/Loss	19,905.50	0.94%
FY2016 Net Gain/Loss	16,824.34	0.79%
FY2017 Net Gain/Loss	101.82	0.00%
FY2018 Net Gain/Loss	3,155.68	0.15%

EARNED INCOME	\$ 2,100,000.00	
FY2013 Earned Income	\$ 13,395.64	0.64%
FY2014 Earned Income	\$ 50,634.37	2.41%
FY2015 Earned Income	\$ 46,991.26	2.24%
FY2016 Earned Income	\$ 43,557.94	2.07%
FY2017 Earned Income	\$ 42,124.97	2.01%
FY2018 Earned Income	\$ 29,872.59	1.42%
EXPENSES	\$ 2,100,000.00	
FY2013 Expenses	\$ (4,345.58)	-0.21%
FY2014 Expenses	\$ (10,537.00)	-0.50%
FY2015 Expenses	\$ (10,596.52)	-0.50%
FY2016 Expenses	\$ (10,689.92)	-0.51%
FY2017 Expenses	\$ (10,850.00)	-0.52%
FY2018 Expenses	\$ (6,803.74)	-0.32%

Cash on Hand	\$ 5,210.03	0.34%
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FY2018	77304680	Alternate Investment Fund
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	CONTRIBUTIONS	DIVIDENDS	INTEREST	EXPENSES	SECURITIES SOLD/REDEEMED	SECURITIES PURCHASED	WITHDRAWALS TO OPERATING	Security Gain/Loss
OCT	-	7,347.23		(4,628.35)			-	(6,797.84)
NOV	-	11,778.71		-		-	-	(19,635.60)
DEC	-	5,286.94		-			-	(2,428.35)
CALENDAR YR TOTALS:	\$ -	\$ 24,412.88	\$ -	\$ (4,628.35)	\$ -	\$ -	\$ -	\$ (28,861.79)
JAN	-	7,969.48		(4,516.56)		-	-	(41,467.41)
FEB	-	10,264.23		-		-	-	(26,212.51)
MAR	-	9,821.21		-		-	-	9,468.93
APRIL	-	6,339.65		(4,523.53)		-	-	(27,838.68)
MAY	-	10,636.67		-		-	-	15,647.60
JUNE	-	3,868.74		-		-	-	(9,472.72)
JULY	-	-		-		-	-	-
AUGUST	-	-		-		-	-	-
SEPT	-	-		-		-	-	-
CALENDAR YR TOTALS:	\$ -	\$ 48,899.98	\$ -	\$ (9,040.09)	\$ -	\$ -	\$ -	\$ (79,874.79)
FY2017 TOTALS	\$ -	\$ 73,312.86	\$ -	\$ (13,668.44)	\$ -	\$ -	\$ -	\$ (108,736.58)

FY 2018 SNAPSHOT		
SECURITIES VALUE (10/1/2017)	\$ 3,672,512.49	
CASH DEPOSITED/SEC. SOLD	-	
EXPENSES	(13,668.44)	-0.37%
CASH WITHDRAWN	-	0.00%
INCOME EARNED	73,312.86	2.00%
CHANGE IN VALUE	(108,736.58)	-2.96%
Current Value	\$ 3,623,420.33	-1.34%

ORIGINAL INVESTMENT	\$ 5,361,000.00	
FY2013 Gain/Loss	\$ (159,228.76)	-2.97%
FY2014 Gain/Loss	\$ (65,183.79)	-1.22%
FY2015 Gain/Loss	\$ 721.63	0.01%
FY2016 Gain/Loss	\$ 51,842.03	0.97%
FY2017 Gain/Loss	\$ (104,431.80)	-1.95%
FY2018 Gain/Loss	\$ (108,736.58)	-2.03%
RESTATED Value	\$ 5,084,719.31	-5.15%
FY2013 Net Gain/Loss	(123,089.42)	-2.30%
FY2014 Net Gain/Loss	54,619.95	1.04%
FY2015 Net Gain/Loss	129,062.54	2.44%
FY2016 Net Gain/Loss	170,624.03	3.15%
FY2017 Net Gain/Loss	8,240.39	0.15%
FY2018 Net Gain/Loss	(49,092.16)	-0.88%

EARNED INCOME	\$ 5,361,000.00	
FY2013 Earned Income	\$ 47,085.09	0.88%
FY2014 Earned Income	\$ 146,114.29	2.73%
FY2015 Earned Income	\$ 154,208.97	2.88%
FY2016 Earned Income	\$ 143,908.89	2.68%
FY2017 Earned Income	\$ 137,013.25	2.56%
FY2018 Earned Income	\$ 73,312.86	1.37%
EXPENSES	\$ 5,361,000.00	
FY2013 Expenses	\$ (10,945.75)	-0.20%
FY2014 Expenses	\$ (26,310.55)	-0.49%
FY2015 Expenses	\$ (25,868.06)	-0.48%
FY2016 Expenses	\$ (25,126.89)	-0.47%
FY2017 Expenses	\$ (24,341.06)	-0.45%
FY2018 Expenses	\$ (13,668.44)	

Cash on Hand	\$ 186,695.96	5.15%
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FY2018	77304703	Emergency Operating Fund
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	CONTRIBUTIONS	DIVIDENDS	INTEREST	EXPENSES	SECURITIES SOLD/REDEEMED	SECURITIES PURCHASED	WITHDRAWALS TO OPERATING	Security Gain/Loss
OCT	-	3,725.38	-	(2,281.44)			-	(2,534.92)
NOV	-	3,528.03	-	-			-	(1,298.04)
DEC	-	2,603.77	-	-			-	(4,172.00)
CALENDER YR TOTALS:	\$ -	\$ 9,857.18	\$ -	\$ (2,281.44)	\$ -	\$ -	\$ -	\$ (8,004.96)
JAN	-	2,049.93	-	(2,231.32)			-	(6,038.18)
FEB	-	2,933.08	-	-			-	(3,940.70)
MAR	-	2,927.23	-	-	(140,000.00)		-	533.17
APRIL	-	2,357.35	-	(2,076.90)	(115,000.00)		-	(2,970.14)
MAY	-	6,035.48	-	102.41			-	1,979.33
JUNE	-	2,134.72	-	-	(90,000.00)		-	(1,411.63)
JULY	-	-	-	-			-	-
AUGUST	-	-	-	-			-	-
SEPT	-	-	-	-	-		-	-
CALENDER YR TOTALS:	\$ -	\$ 18,437.79	\$ -	\$ (4,205.81)	\$ (345,000.00)	\$ -	\$ -	\$ (11,848.15)
FY2017 TOTALS	\$ -	\$ 28,294.97	\$ -	\$ (6,487.25)	\$ (345,000.00)	\$ -	\$ -	\$ (19,853.11)

FY 2018 SNAPSHOT			
SECURITIES VALUE (10/1/2017)	\$ 1,810,278.37		
CASH DEPOSITED/SEC. SOLD	(345,000.00)		
EXPENSES	(6,487.25)	-0.36%	
CASH WITHDRAWN	-		
INCOME EARNED	28,294.97	1.93%	
CHANGE IN VALUE	(19,853.11)	-1.10%	
Current Value	\$ 1,467,232.98	0.13%	

ORIGINAL INVESTMENT	\$ 2,000,000.00		
FY2013 Gain/Loss	\$ (11,294.90)	-0.56%	
FY2014 Gain/Loss	\$ (23,590.84)	-1.18%	
FY2015 Gain/Loss	\$ (15,680.97)	-0.78%	
FY2016 Gain/Loss	\$ (16,406.35)	-0.82%	
FY2017 Gain/Loss	\$ (27,547.24)	-1.38%	
FY2018 Gain/Loss	\$ (19,853.11)	-0.99%	
RESTATED Value	\$ 1,905,479.70	-4.73%	
FY2013 Net Gain/Loss	(2,669.23)	-0.13%	
FY2014 Net Gain/Loss	15,658.87	0.78%	
FY2015 Net Gain/Loss	19,318.83	0.96%	
FY2016 Net Gain/Loss	15,637.06	0.77%	
FY2017 Net Gain/Loss	2,332.84	0.11%	
FY2018 Net Gain/Loss	1,954.61	0.10%	

EARNED INCOME	\$ 2,000,000.00		
FY2013 Earned Income	\$ 12,765.29	0.64%	
FY2014 Earned Income	\$ 49,287.96	2.46%	
FY2015 Earned Income	\$ 45,097.34	2.25%	
FY2016 Earned Income	\$ 42,230.28	2.11%	
FY2017 Earned Income	\$ 40,219.20	2.01%	
FY2018 Earned Income	\$ 28,294.97	1.41%	
EXPENSES	\$ 2,000,000.00		
FY2013 Expenses	\$ (4,139.62)	-0.21%	
FY2014 Expenses	\$ (10,038.25)	-0.50%	
FY2015 Expenses	\$ (10,097.54)	-0.50%	
FY2016 Expenses	\$ (10,186.87)	-0.51%	
FY2017 Expenses	\$ (10,339.12)	-0.52%	
FY2018 Expenses	\$ (6,487.25)	-0.32%	

Cash on Hand	\$ 2,552.24	0.17%
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FY2018		480DT714		CD Investment Fund							
	CONTRIBUTIONS	DIVIDENDS	INTEREST	EXPENSES	SECURITIES SOLD/REDEEMED	SECURITIES PURCHASED	WITHDRAWALS TO OPERATING	Security Gain/Loss			
OCT	-	-	591.78	-			-	(171.87)			
NOV	-	-	611.53	-			-	(1,941.61)			
DEC	-	-	1,589.07	-			-	(3,200.44)			
CALENDER YR TOTALS:	\$ -	\$ -	\$ 2,792.38	\$ -	\$ -	\$ -	\$ -	\$ (5,313.92)			
JAN	-	-	1,362.70	-			-	(2,494.52)			
FEB	-	-	658.00	-			-	(2,586.00)			
MAR	308,000.00	-	6,273.40	-			-	(2,268.00)			
APRIL	283,000.00	-	734.55	-			-	(1,633.00)			
MAY	-	-	1,157.63	-			-	(2,935.71)			
JUNE	220,000.00	-	4,791.90	-			-	(454.06)			
JULY	-	-	-	-			-	-			
AUGUST	-	-	-	-			-	-			
SEPT	-	-	-	-			-	-			
CALENDER YR TOTALS:	\$ 811,000.00	\$ -	\$ 14,978.18	\$ -	\$ -	\$ -	\$ -	\$ (12,371.29)			
FY2017 TOTALS	\$ 811,000.00	\$ -	\$ 17,770.56	\$ -	\$ -	\$ -	\$ -	\$ (17,685.21)			

FY 2018 SNAPSHOT			
SECURITIES VALUE (10/1/2017)	\$ 1,787,537.40		
CASH DEPOSITED	811,000.00		
EXPENSES	-	0	
CASH WITHDRAWN	-		
INCOME EARNED	17,770.56	0.68%	
CHANGE IN VALUE	(17,685.21)	-0.99%	
Current Value	\$ 2,598,622.75	0.00%	

ORIGINAL INVESTMENT	\$ 1,787,000.00		
FY2017 Gain/Loss	\$ 450.44	0.03%	
FY2018 Gain/Loss	\$ (17,685.21)	-0.99%	
FY2019 Gain/Loss	\$ -	0.00%	
FY2020 Gain/Loss	\$ -	0.00%	
FY2021 Gain/Loss	\$ -	0.00%	
RESTATED Value	\$ 1,769,765.23	-0.96%	
FY2017 Net Gain/Loss	537.40	0.03%	
FY2018 Net Gain/Loss	85.35	0.00%	
FY2019 Net Gain/Loss	-	0.00%	
FY2020 Net Gain/Loss	-	0.00%	
FY2021 Net Gain/Loss	-	0.00%	

EARNED INCOME	\$ 1,787,537.40		
FY2017 Earned Income	\$ 86.96	0.00%	
FY2018 Earned Income	\$ 17,770.56	0.99%	
FY2019 Earned Income	\$ -	0.00%	
FY2020 Earned Income	\$ -	0.00%	
FY2021 Earned Income	\$ -	0.00%	
EXPENSES	\$ 1,787,537.40		
FY2017 Expenses	\$ -	0.00%	
FY2018 Expenses	\$ -	0.00%	
FY2019 Expenses	\$ -	0.00%	
FY2020 Expenses	\$ -	0.00%	
FY2021 Expenses	\$ -	0.00%	

Cash on Hand	\$ 426,857.52	16.43%
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Fixed Income

Second Quarter | 2018

James Camp, CFA

Managing Director and
Portfolio Manager

Joseph Jackson, CFA

Portfolio Co-manager

SMA Only:

Burton Mulford, CFA

Portfolio Manager

Sheila L. King, CFA

Portfolio Co-manager

Separately Managed Accounts (SMA):

Taxable:

High Quality Taxable
Core Fixed Income
Managed Income Solutions

Tax-free:

High Quality Tax-Free
Special Fixed Income
Managed Income Solutions

Market Overview

The domestic bond market, as measured by the Bloomberg Barclays U.S. Aggregate Bond Index, fell 0.16 percent in the second quarter with the intermediate part of the market up 0.09 percent. Another rate increase by the U.S. Federal Reserve in June and solid economic fundamentals and inflation data led interest rates generally higher. The yield curve flattened in reaction to the Fed's action and its updated forecast, which calls for two more rate hikes this year. Longer-term rates experienced choppiness and were capped by concerns over global trade tensions. The yield on the benchmark 10-year U.S. Treasury note rose to a fresh multi-year high of 3.11 percent in May before retreating quickly and ending the quarter at 2.86 percent, compared to 2.74 percent at the end of March. The move in the 10-year was modest, likely reflecting the market's skepticism of continued acceleration in growth and inflation in the back half of the year.

The corporate bond market remained under pressure due to some technical factors, such as an increase in hedging costs sapping foreign demand, but mainly as a result of the growing risks surrounding trade and global economic growth. Corporate bonds were the worst-performing sector for the second consecutive quarter. Corporate-credit spreads widened another 0.14 percentage points to 1.23 percent: this completely negated all of the 2017 spread tightening. Government-related securities also posted negative total returns and underperformed duration-matched Treasuries, while securitized products edged out Treasuries for the top spot this quarter on an absolute and relative total return basis.

Fed Update and Outlook

As expected, Federal Reserve members voted

to increase the federal-funds target range for the second time this year. The Fed also provided an updated economic forecast along with a new dot plot, which analysts regarded as more hawkish. Investors have approached the last couple of Federal Open Market Committee (FOMC) meetings in anticipation of whether Fed officials will indicate one or two additional rate increases this year. Forecasts shifted again at the June FOMC meeting, edging the median rate path for 2018 to indicate four rate increases total. However, it should be noted that seven of the 15 voting members are still projecting only three interest-rate increases. The Fed's gross domestic product (GDP) growth, inflation, and unemployment projections for 2018 were all also improved.

Yields and Fed funds futures (financial contracts that represent the market opinion of future Fed monetary policy) initially rose following the FOMC policy meeting, but trended lower in the following weeks. At the end of June, Fed fund futures suggested about a 50 percent probability that the Fed will raise rates four times by year-end. That's essentially a toss-up and it shows the market's lack of conviction in the Fed's more optimistic views on growth and inflation. We agree with the market as we continue to see economic growth on a solid but moderate path, with the likelihood rising that GDP growth in the near-term could peak in the second quarter. Globally, economic data has already been waning for several months as Europe struggles to hold on to 2017 gains and trade tensions have intensified from mere rhetoric to a tariff tit-for-tat between the U.S. and its largest trading partners.

We continue to expect inflation to creep higher as wage pressure gathers momentum from a labor market at or near full employment.

Fixed Income

Second Quarter | 2018

However, we see nothing that would indicate inflation should not remain modest. Financial conditions have improved during the quarter but remain at levels that are vulnerable to a sudden pullback. We view a sustained rise in the 10-year as unlikely, as long as the market discounts prospects for speedy growth and inflationary pressure in the near term, and as we continue to see a gap in expectations for future rate increases between the Fed and the market. The spread between the short and long end of the curve is likely to compress further under such a scenario. We also do not see an immediate resolution to some of the market's other concerns regarding budget deficits and increased Treasury supply. Our base case is for rates to remain range-bound in the near term as the market juggles various competing factors.

Corporate Market Review

Investment-grade corporate bonds, as measured by the Bloomberg Barclays U.S. Corporate Bond Index, lost 0.98 percent during the second quarter. Rising trade policy uncertainty and slowing growth in Europe as well as several technical factors all added to weakness in credit. The corporate bond market may get some relief as focus now turns to the second-quarter earnings season. We expect corporate profits growth to be healthy; however, technical factors are likely to remain negative, offsetting any positives from earnings season.

Differences between policy by the Fed and other central banks were made clear this past month. The Fed raised the federal-funds rate for the seventh time this cycle while the European Central Bank signaled it would not raise interest rates until mid-2019. This growing difference has led to rising foreign exchange (FX) hedging costs, reducing the demand for U.S. corporate bonds by overseas buyers. Mergers and

acquisition-related supply is another risk as deal activity persists at historic levels. Valuations have become more attractive as corporate-credit spreads widen. However, we continue to see warning lights flashing and we're not yet ready to add considerably more risk to the Eagle Fixed Income portfolio. We feel comfortable with our current positioning, having reduced our corporate bond exposure and incrementally added to Treasuries and mortgage-backed securities earlier in the year.

Municipal Market Review

The municipal bond market saw positive returns during the second quarter, with the Bloomberg Barclay's Municipal Bond Index up 0.87 percent. This positive performance brings year-to-date return to -0.25 percent. The AAA municipal curve steepened in June, with short and intermediate maturities outperforming long maturities. For example, the 3-year index was up 0.40 percent, the 7-year index was up 0.25 percent, while the 22+ year index was down -0.13 percent. Highlights from the second quarter include: constrained new issue supply; a much-anticipated increase in short-term rates; state rating upgrades/downgrades, and a Supreme Court ruling that unions can no longer require public employees who are represented by a labor union to pay mandatory agency fees. This is a positive for state and local governments as it will effectively reduce public union revenues and lower their bargaining power.

Municipal bonds rallied this quarter, with yields down roughly 0.01 to 0.08 percentage points across the curve, with the shorter and intermediate parts of the curve (1-7 year) richening the most. The 10-year municipal AAA yield remained relatively flat, down .01 percentage points from the end of the first quarter. At this time, we are currently finding value in the longer part of the curve 15+ years where the Municipal to Treasury ratios are in the mid-to-high 90's. We have taken

advantage of these valuations and are seeking to buy bonds in those attractive maturity ranges and selling shorter maturity or weaker credits. While cash has been elevated in our municipal programs for most of the quarter, we have begun reinvesting cash as opportunities have arisen, primarily in undervalued longer maturity bonds.

Demand for municipal bonds remains strong while supply remains constrained. New issue supply is down 20 percent this year versus the same period in 2017. We saw \$96.2 billion in issuance this quarter, bringing year-to-date issuance to \$161 billion. The 30-day visible supply is extremely light at roughly \$3.3 billion. Flows into municipal funds have been net positive this quarter, resulting in net inflows of \$7.1 billion this year. The larger liquid high-grade bonds continue to be oversubscribed at new issuance. Net supply over the next 30 days is expected to be reduced by \$30 billion, which in a normal market would equate to higher prices.

We remain selective within the state and local general obligation sector as it pertains to ongoing fiscal issues. We prefer states like Florida, which was recently upgraded by Moody's to AAA status, reflecting improvements in the state's economy and finances as well as low state debt and pension liabilities. In addition, revenue bonds have outperformed the state and local general obligation sector by 0.38 percentage points over the trailing 12 months.

Overall credit fundamentals remain strong among the investment grade universe. Moody's reported that public finance upgrades have exceeded downgrades for the past three years. In total, upgrades exceeded downgrades by 68 percent. While the Eagle Fixed Income portfolio has an overweight position in healthcare, we have been gradually reducing our exposure to those systems with higher Medicaid and Medicare exposure

Fixed Income

Second Quarter | 2018

and/or weakening financials. Currently the Eagle Fixed Income portfolio is overweight healthcare, education, leasing and special tax sectors.

Vertical Income Portfolio Review^{1,2}

Eagle Vertical Income Portfolios outperformed (on a gross and net basis) the benchmark Bloomberg Barclays Investment Grade Corporate Bond Index in the second quarter. Our allocation to preferred securities along with our equity exposure helped performance, as both asset classes outperformed corporate bonds for the period. The increase in the yield on the 10-year U.S. Treasury note was ultimately modest, ending the quarter at 2.86 percent compared to 2.74 percent at the end of March. Overall dividend yields were stable as well. As such, we had no major shifts in allocation during the quarter. Portfolios remained generally positioned with approximately 62 percent corporate bonds, 15 percent equities, 22 percent preferred securities, and one percent in cash.

¹ References to specific securities are intended to illustrate the types of securities Eagle may hold in this portfolio. They are not intended as representations of specific investment recommendations that would have been profitable to an investor. Past performance is not a guarantee of future results. Opinions and estimates offered constitute Eagle's judgment and are subject to change without notice as are statements of financial-market trends, which are based on current market conditions. Investing involves risk, including the possible loss of principal.

This information is not intended to serve as investment, tax, legal or accounting advice. It should not be considered a recommendation to engage in or refrain from taking a particular course of action and is not an endorsement, recommendation or sponsorship of any securities, services or other investment property. It has been prepared for informational purposes only and you should consult your own investment, tax, legal and/or accounting advisors before engaging in any transaction. Any discussion of tax matters contained herein is not intended or written to be used, and cannot be used, for the purpose of avoiding any penalties that may be imposed under federal tax laws. The opinions expressed are those of the author(s) and do not necessarily reflect the views of the firm, its clients or any of its or their respective affiliates. Views expressed are as of the date indicated and may change based on market and other

conditions. The accuracy of the content and its relevance to your particular circumstances is not guaranteed.

² Sources: Investor Tools Perform and Yield Book

Investing in bonds involves risks that may adversely affect the value of your investment such as inflation risk, credit risk, call risk, interest rate risk and liquidity risk, among others. The two most prominent factors are interest rate movements and the credit worthiness of the bond issuer. Investors should pay careful attention to the types of fixed income securities that comprise their portfolios and remember that, as with all investments, there is the risk of loss of capital. A Real Estate Mortgage Investment Conduit (REMIC) is a type of multiclass mortgage-related security in which interest and principal payments from mortgages are structured into separately traded securities. These classes are distinguished by their sensitivity to the prepayment risk of the underlying mortgage-related collateral. Therefore, they may be more or less sensitive to prepayment risk, bear different interest rates, and have various average lives and final maturities.

Asset-backed securities and mortgage-backed securities are created by pooling loans from a variety of sources and issuing bonds that are backed by these loans. Creditworthiness stems from the credit quality of the underlying loans, as opposed to corporate bonds in which creditworthiness is derived from the earning power of the issuing company. The primary risk of these securities is interest-rate risk. Rising interest rates might cause loan principal prepayments to slow, resulting in less available principal to invest at prevailing higher rates. Conversely, rate decreases might accelerate prepayments, leaving more dollars to invest at lower rates. Investment grade refers to fixed-income securities rated BBB or better by Standard & Poor's or Baa or better by Moody's.

Convertible securities and preferred stock combine the fixed-income characteristics of bonds with some of the potential for capital appreciation of equities and, thus, may be subject to greater risk than pure fixed-income instruments. Unlike bonds, preferred stock and some convertible securities do not have a fixed par value at maturity, and in this respect may be considered riskier than bonds. Convertible securities may include convertible bonds, convertible preferred stocks and other fixed-income instruments that have conversion features.

Investments in high-yield bonds and convertible securities are subject to the client's authorization, as set forth in the Investment Management Agreement. Such investments may be subject to greater risks than other fixed-income investments. The lower rating of high-yield bonds (less than investment grade) reflects a greater possibility that the financial condition of the issuer or adverse changes in general economic conditions may impair the ability of the issuer to pay income and principal. Periods of rising interest rates or economic downturns may cause highly leveraged issuers to experience financial stress, and thus markets for their securities may become more volatile. Moreover, to the extent that no established secondary market exists, there

may be than trading of high-yield bonds, which increases the potential for volatility.

Sovereign debt instruments are subject to the risk that a governmental entity may delay or refuse to pay interest or repay principal on its sovereign debt. A Real Estate Mortgage Investment Conduit (REMIC) is a type of multiclass mortgage-related security in which interest and principal payments from mortgages are structured into separately traded securities. These classes are distinguished by their sensitivity to the prepayment risk of the underlying mortgage-related collateral. Therefore, they may be more or less sensitive to prepayment risk, bear different interest rates, and have various average lives and final maturities.



Brian Haugen WMS, CRPS®, CEP®
Senior Vice President, Investments

Steve Cann MS, MPAS®, CFP®
Associate Vice President, Investments

July 30, 2018

Bragg:

The information below and attachments may help with your current financial review for the period ending 6/30/2018.

Mark-to-Market Account Performance (net) as of Saturday, June 30, 2018:

Total net deposits since inception = \$9,322,000

	2Q 2018 <i>(Apr 1 – Jun 30)</i>	YTD 2018 <i>(Jan 1 – Jun 30)</i>	Account Value <i>(as of Jun 30th)</i>
1. Emergency Operating Fund	0.27%	0.13%	\$1,470,507.37
2. Emergency Maintenance Fund	0.28%	0.17%	\$1,521,705.79
3. Debt Service Fund	0.20%	0.01%	\$423,857.58
4. Alternate Investment Fund	-0.07%	-1.09%	\$3,644,027.56
Aggregate Performance:	0.11%	-0.44%	\$7,060,098.3

	Total CD amount (par)	Avg yield	Total value (CDs + interest)
5. FDIC-insured CD portfolio	\$2,589,000	2.17%	\$2,605,513.69
Total Portfolio Value:			\$9,665,611.99

"Another rate increase by the U.S. Federal Reserve in June and solid economic fundamentals and inflation data led interest rates generally higher."

Eagle Asset Management
Fixed Income Quarterly Insight
Second Quarter 2018 (attached)

EMERGENCY OPERATING FUND (PAGE 1 of 2)

	CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight
DESTC1 - CITY OF DESTIN (Prices as of 06/29/2018)													
Cash													
		2.148	08/07/2023	1,477	98.320	1,470,468.13			1.234	2.572	2.164	1.346	100.00
		0.000	06/30/2018	3	100.000	2,552.21	U.S.#Aaa	U.S.	0.000	0.000	0.000	0.003	0.17
ABS													
	14041NFF3 - Capital One CC Tr 2016-4a 20220615 1.33000 a	1.330	08/15/2019	50	98.430	49,240.86	Aaa	AAA	1.090	2.759	1.351	1.128	3.35
	17305EFW0 - CCCIT 2016-A1 A1	1.750	11/19/2019	40	98.520	39,427.44	Aaa	AAA	1.350	2.843	1.776	1.391	2.68
	254663BS3 - Discover Card Exe Tr 2016-1 20210715 1.64000 a	1.640	07/15/2021	20	99.530	19,918.76	Aaa	AAA	0.520	2.523	1.648	0.540	1.35
	254663BV6 - Discover Card Exe Tr 2016-4 20220315 1.39000 a	1.390	03/15/2022	30	98.370	29,527.22	Aaa	AAA	1.180	2.776	1.413	1.210	2.01
	254663BY0 - DCENT 2017-A3 A3	2.303	10/17/2022	32	100.080	32,054.26	Aaa	AAA	0.040	2.322	2.301	1.790	2.18
	34528QEN0 - Ford Credit Flrpln Tr a 2016-1 20210215 1.76000 a-1	1.760	02/15/2021	44	99.470	43,796.92	Aaa	AAA	0.610	2.626	1.769	0.630	2.98
	43813NAD8 - Honda Auto Recv 2015-2 20210823 1.47000 a-4	1.470	08/23/2021	28	99.850	27,757.88	Aaa	AAA	0.530	1.746	1.472	0.551	1.89
	43814QAC2 - Honda Auto Recv 2016-2 20200415 1.39000 a-3	1.390	04/15/2020	8	99.470	8,455.89	Aaa	AAA	0.650	2.199	1.397	0.671	0.58
	47788NAC2 - John Deere Owner Tr 2016-B 20200615 1.25000 a-3	1.250	06/15/2020	20	99.320	19,961.95	Aaa	AAA	0.580	2.406	1.259	0.600	1.36
	58772PAD0 - MBART 2015-1 A3	1.340	12/16/2019	8	99.800	7,872.56	Aaa	AAA	0.330	1.951	1.343	0.340	0.54
	654747AC8 - Nissan Auto Recv 2017-a 20200115 Flt a-2B	2.133	01/15/2020	13	100.000	13,451.27	Aaa	AAA	0.040	2.198	2.133	0.400	0.91
	65474VAM3 - Nissan Master Owne	2.087	04/15/2021	39	100.060	39,190.67	Aaa	AAA	0.040	2.370	2.085	0.789	2.67
	65478QAE8 - Nissan Auto Lease Tr 2016-a 20211015 1.65000 a-4	1.650	10/15/2021	38	99.810	37,952.18	Aaa	AAA	0.210	2.488	1.653	0.230	2.58
	89231LAC1 - Toyota Auto Recv Own Tr 2016-D 20190515 Flt a-2B	2.203	05/15/2019	1	100.000	583.61	Aaa	AAA	0.030	2.260	2.203	0.041	0.04
	98162EAF4 - WOART 2017-A A2B	2.213	08/17/2020	20	100.010	20,282.76	Aaa	AAA	0.040	2.254	2.213	0.529	1.38
Agencies													
	3130A8DB6 - Federal Home Loan Bank 1.125% 06/21/2019	1.125	06/21/2019	80	98.790	79,052.00	Aaa	AA+	0.965	2.384	1.139	0.978	5.38
	313500R39 - Fannie Mae 1.00% 10/24/19	1.000	10/24/2019	20	98.100	19,656.11	Aaa	AA+	1.300	2.472	1.019	1.320	1.34
	313500T29 - Fannie Mae	1.500	02/28/2020	51	98.310	50,385.23	Aaa	AAA	1.631	2.543	1.526	1.667	3.43
	3137EAEK1 - Federal Home Ln Mtg Corp Fr 1.875%11/1720 Fr 1.8	1.875	11/17/2020	50	98.150	49,184.38	Aaa	AA+	2.315	2.681	1.910	2.386	3.34
	649083AA0 - New Valley Gen l 2000-1 20190315 7.29900 Cert	7.299	03/15/2019	13	102.670	13,309.55	Aaa	AA-	0.680	3.459	7.109	0.710	0.91
	880591EQ1 - Tennessee Valley Auth Bd 1.75%18 Bd 1.7	1.750	10/15/2018	20	99.890	20,049.94	Aaa	AA+	0.293	2.118	1.752	0.296	1.36
CMBS													
	94989TAW4 - Wells Fargo Coml Tr 2015-Lc22 20580917 1.63900 a-1	1.639	09/15/2058	23	98.800	22,603.11	Aaa	AAA	0.930	2.862	1.659	0.959	1.54
CMO													
	3136A0WP8 - FNMA Remic Trust 2011-76 20390425 2.50000 Pb	2.500	04/25/2039	19	98.810	18,565.80	Aaa	AA+	0.970	3.741	2.530	0.860	1.26
	3137A1N25 - FHLMC Remic Series 3706 20231015 2.00000 Cb	2.000	10/15/2023	17	98.850	17,222.79	Aaa	AA+	1.240	2.868	2.023	1.301	1.17
	3137A3AT7 - FHLMC Remic Series 3773 20201215 2.50000 Ck	2.500	12/15/2020	20	99.590	20,310.96	Aaa	AA+	0.840	2.883	2.510	0.871	1.38

EMERGENCY OPERATING FUND (PAGE 2 of 2)

	CUSIP		Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight
DESTC1 - CITY OF DESTIN (Prices as of 06/29/2018)			2.148	09/07/2023	1,477	99.320	1,470,469.13			1.234	2.572	2.164	1.346	100.00
3137ABQF8 - FHLMC Remic Series 3841 20260415 3.00000 Bd			3.000	04/15/2026	38	100.210	38,603.21	Aaa	AA+	0.710	2.564	2.994	0.740	2.63
3137AB5K3 - FHLMC Remic Series 3852 20391015 3.00000 CA			3.000	10/17/2039	8	99.980	8,098.21	Aaa	AA+	1.030	2.922	3.001	1.041	0.55
3137AFUE0 - FHLMC Remic Series 3942 20211015 2.00000 Ac			2.000	10/15/2021	27	99.050	26,297.26	Aaa	AA+	1.140	2.770	2.019	1.191	1.79
3137ANRX5 - FHLMC Remic Series 4027 20251015 2.00000 Gd			2.000	10/15/2025	64	99.160	63,631.62	Aaa	AA+	1.150	2.675	2.017	1.180	4.33
3137B96L6 - FHLMC Remic Series 4305 20380315 2.50000 Kn			2.500	03/15/2038	34	99.530	33,414.92	Aaa	AA+	1.240	2.846	2.512	1.161	2.27
31393C4C4 - FNMA Remic Trust 2003-66 20330225 3.50000 PA			3.500	02/25/2033	14	101.400	14,274.00	Aaa	AA+	0.230	-0.952	3.452	0.370	0.97
31398CUT3 - FHLMC Remic Series 3531 20390115 3.00000 Ea			3.000	01/18/2039	15	100.000	15,016.95	Aaa	AA+	1.760	2.948	3.000	1.730	1.02
31398FN98 - FNMA Remic Trust 2009-87 20370825 5.00000 Oa			5.000	08/25/2037	23	102.730	23,259.76	Aaa	AA+	1.710	3.533	4.867	2.170	1.58
31398T3R0 - FNMA Remic Trust 2010-99 20200825 2.00000 Ya			2.000	09/25/2020	2	99.560	2,244.79	Aaa	AA+	0.410	2.733	2.009	0.430	0.15
38377NM84 - GNMA Remic Trust 2010-164 20370920 4.00000 Eb			4.000	09/21/2037	11	100.640	11,512.16			0.290	2.092	3.975	0.449	0.78
38377RTG0 - GNMA Remic Trust 2010-162 20390616 3.50000 Wh			3.500	06/16/2039	23	100.380	22,896.64	Aaa	AA+	1.070	3.055	3.487	1.161	1.56
MBS														
31294KZR9 - FHLMC Pz Gold Cash 15 4.000 20190601 4.			4.000	06/17/2019	10	102.590	9,892.56	Aaa	AAA	0.360	-3.103	3.899	0.381	0.67
31418AGC7 - FNMA Pass-Thru Sht 10 Year 2.500 20240101 2.			2.500	01/25/2024	44	99.590	43,944.96	Aaa	AAA	1.900	2.641	2.510	2.000	2.99
31418ACW6 - FNMA Pass-Thru Sht 10 Year 2.500 20220201 2.			2.500	02/25/2022	24	97.920	23,764.33	Aaa	AAA	1.290	4.016	2.553	1.359	1.62
31418AGN2 - FNMA Pass-Thru Sht 10 Year 2.500 20220701 2.			2.500	07/25/2022	21	99.420	21,185.81	Aaa	AAA	1.410	2.804	2.515	1.470	1.44
31418AXP8 - FNMA Pass-Thru Sht 10 Year 2.000 20230901 2.			2.000	09/25/2023	57	97.740	56,201.74	Aaa	AAA	1.820	3.191	2.046	1.899	3.82
Treasuries														
9128283H1 - United States Treas Nts 1.75%11/30/19 1.75%1			1.750	11/30/2019	55	98.990	54,520.76	U.S.#Aaa	U.S.	1.395	2.477	1.768	1.421	3.71
9128284A2 - United States Treas Nts 2%11/30/20 2%11/3			2.000	11/30/2020	177	98.630	174,855.59	U.S.#Aaa	U.S.	2.350	2.587	2.028	2.422	11.89
912828LY4 - United States Treas Nts 3.375% 11/15/19 3.375%			3.375	11/15/2019	73	101.200	74,177.27	U.S.#Aaa	U.S.	1.347	2.482	3.335	1.380	5.04
912828NT3 - United States Treas Nts 2.625% 08/15/20 2.625%			2.625	08/15/2020	30	100.130	30,330.51	U.S.#Aaa	U.S.	2.063	2.561	2.622	2.129	2.06
912828WW6 - United States Treas Nts 1.625%07/31/19 1.625%			1.625	07/31/2019	20	99.180	19,969.77	U.S.#Aaa	U.S.	1.071	2.392	1.638	1.087	1.36

EMERGENCY MAINTENANCE FUND (PAGE 1 of 1)

DESTCT - CITY OF DESTIN (Prices as of 06/29/2018)	CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight
Cash		2.147 08/07/2022		1,527	99.413	1,521,840.64			1.187	2.546	2.161	1.291	100.00

CASHCASH6 - OPENING BALANCE

ABS

14041NFF3 - Capital One CC Tr 2016-4a 20220615 1.33000 a	54	1.330 08/15/2019	98.430	53,180.13	Aaa	AAA	1.090	2.759	1.351	1.128	3.49
14314MAC7 - Carmax Auto Owner Tr 2016-2 20210216 1.52000 a-3	38	1.520 02/16/2021	99.260	37,927.07	Aaa	AAA	0.980	2.270	1.531	1.019	2.49
17305FEW0 - CCCIT 2016-A1 A1	51	1.750 11/19/2019	98.520	50,269.99	Aaa	AAA	1.350	2.843	1.776	1.391	3.30
254683BS3 - Discover Card Exe Tr 2016-1 20210715 1.64000 a	21	1.640 07/15/2021	99.530	20,914.69	Aaa	AAA	0.520	2.523	1.648	0.540	1.37
254683BV6 - Discover Card Exe Tr 2016-4 20220315 1.39000 a	32	1.390 03/15/2022	98.370	31,495.70	Aaa	AAA	1.180	2.776	1.413	1.210	2.07
254683BY0 - DCENT 2017-A3 A3	32	2.303 10/17/2022	100.080	32,054.26	Aaa	AAA	0.040	2.322	2.301	1.790	2.11
34528QEN0 - Ford Credit Filph Tr a 2016-1 20210215 1.76000 a-1	36	1.760 02/15/2021	99.470	35,833.84	Aaa	AAA	0.610	2.626	1.769	0.630	2.35
43813NAD8 - Honda Auto Recv 2015-2 20210823 1.47000 a-4	29	1.470 08/23/2021	99.850	29,344.05	Aaa	AAA	0.530	1.746	1.472	0.551	1.93
43814QAC2 - Honda Auto Recv 2016-2 20200415 1.39000 a-3	18	1.390 04/15/2020	99.470	18,039.24	Aaa	AAA	0.650	2.199	1.397	0.671	1.19
44930UAD8 - Hyundai Auto Recv Tr 2016-a 20200915 1.56000 a-3	42	1.560 09/15/2020	99.500	41,462.39	Aaa	AAA	0.790	2.185	1.568	0.819	2.72
47788NAC2 - John Deere Owner Tr 2016-B 20200615 1.25000 a-3	19	1.250 06/15/2020	99.320	18,483.29	Aaa	AAA	0.580	2.406	1.259	0.600	1.21
58772PAD0 - MBART 2015-1 A3	7	1.340 12/16/2019	99.800	6,888.49	Aaa	AAA	0.330	1.951	1.343	0.340	0.45
654747AC8 - Nissan Auto Recv 2017-a 20200115 Flt a-2B	8	2.133 01/15/2020	100.000	7,885.23	Aaa	AAA	0.040	2.198	2.133	0.400	0.52
654747AM3 - Nissan Master Owne	38	2.087 04/15/2021	100.060	38,185.79	Aaa	AAA	0.040	2.370	2.085	0.789	2.51
65478QAE8 - Nissan Auto Lease Tr 2016-a 20211015 1.65000 a-4	21	1.650 10/15/2021	99.810	20,973.58	Aaa	AAA	0.210	2.488	1.653	0.230	1.38
89231LAC1 - Toyota Auto Recv Own Tr 2016-D 20190515 Flt a-2B	1	2.203 05/15/2019	100.000	641.97	Aaa	AAA	0.030	2.260	2.203	0.041	0.04
98162EAF4 - WOART 2017-A A2B	21	2.213 08/17/2020	100.010	21,078.16	Aaa	AAA	0.040	2.254	2.213	0.529	1.39

Agencies

3130A8DB6 - Federal Home Loan Bank 1.125% 06/21/2019	75	1.125 06/21/2019	98.790	74,111.25	Aaa	AA+	0.965	2.384	1.139	0.978	4.87
3135G0R39 - Fannie Mae 1.00% 10/24/19	21	1.000 10/24/2019	98.100	20,638.92	Aaa	AA+	1.300	2.472	1.019	1.320	1.36
3135G0T29 - Fannie Mae	43	1.500 02/28/2020	98.310	42,490.09	Aaa	AAA	1.631	2.543	1.526	1.667	2.79
3137EAEK1 - Federal Home Ln Mig Corp Fr 1.875%11/17/20 Fr 1.8	50	1.875 11/17/2020	98.150	49,184.38	Aaa	AA+	2.315	2.681	1.910	2.386	3.23
649083AA0 - New Valley Gen I 2000-1 20190315 7.29900 Cert	15	7.299 03/15/2019	102.670	15,500.76	Aaa	AA-	0.680	3.459	7.109	0.710	1.02
880591EQ1 - Tennessee Valley Auth Bd 1.75%18 Bd 1.7	22	1.750 10/15/2018	99.890	22,054.94	Aaa	AA+	0.293	2.118	1.752	0.296	1.45

CMBS

3137BNM26 - FHLMC Remic Series K-P03 20190725 1.78000 a-2	16	1.780 07/25/2019	99.170	16,124.14	Aaa	AAA	0.900	2.581	1.795	0.921	1.06
94989TAW4 - Wells Fargo Coml Tr 2015-Lc22 20580917 1.63900 a-1	17	1.639 09/15/2058	98.800	16,706.65	Aaa	AAA	0.930	2.862	1.659	0.959	1.10

CMO

EMERGENCY MAINTENANCE FUND (PAGE 2 of 2)

	CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight
DESICT - CITY OF DESTIN (Prices as of 06/29/2018)													
		2.147 06/07/2022		1,537	99.413	1,521,840.64			1.187	2.546	2.161	1.291	100.00
3136A02M8 - FNMA Remic Trust 2011-89 20390325 3.00000 Le		3.000 03/25/2039		0	99.890	103.13	Aaa	AA+	0.060	1.814	3.003	0.071	0.01
3136A0WP8 - FNMA Remic Trust 2011-76 20390425 2.50000 Pb		2.500 04/25/2039		14	98.810	14,110.00	Aaa	AA+	0.970	3.741	2.530	0.860	0.93
3137A1N25 - FHLMC Remic Series 3706 20231015 2.00000 Cb		2.000 10/15/2023		18	98.850	18,005.65	Aaa	AA+	1.240	2.868	2.023	1.301	1.18
3137A2ZM6 - FHLMC Remic Series 3763 20250515 2.50000 NE		2.500 05/15/2025		39	99.330	39,236.70	Aaa	AA+	1.670	2.848	2.517	1.779	2.58
3137A3TAT - FHLMC Remic Series 3773 20201215 2.50000 Ck		2.500 12/15/2020		21	99.590	21,181.41	Aaa	AA+	0.840	2.883	2.510	0.871	1.39
3137A6UG5 - FHLMC Remic Series 3808 20250815 3.50000 Bl		3.500 08/15/2025		8	100.120	8,463.21	Aaa	AA+	0.310	2.754	3.496	0.329	0.56
3137A8PN2 - FHLMC Remic Series K-012 20201025 3.42700 a-1		3.427 10/26/2020		21	100.520	20,777.58	Aaa	AAA	1.000	2.706	3.409	1.041	1.37
3137A8OF8 - FHLMC Remic Series 3841 20260415 3.00000 Bd		3.000 04/15/2026		39	100.210	39,416.69	Aaa	AA+	0.710	2.564	2.994	0.740	2.59
3137ABSK3 - FHLMC Remic Series 3852 20391015 3.00000 CA		3.000 10/17/2039		6	99.980	6,008.35	Aaa	AA+	1.030	2.922	3.001	1.041	0.39
3137AFUE0 - FHLMC Remic Series 3942 20211015 2.00000 Ac		2.000 10/15/2021		28	99.050	28,245.21	Aaa	AA+	1.140	2.770	2.019	1.191	1.86
3137ANRX5 - FHLMC Remic Series 4027 20251015 2.00000 Gd		2.000 10/15/2025		36	99.160	35,423.79	Aaa	AA+	1.150	2.675	2.017	1.180	2.33
3137B86L6 - FHLMC Remic Series 4305 20380315 2.50000 Kn		2.500 03/15/2038		22	99.530	21,742.58	Aaa	AA+	1.240	2.846	2.512	1.161	1.43
31393CAC4 - FNMA Remic Trust 2003-66 20330225 3.50000 PA		3.500 02/25/2033		15	101.400	15,093.65	Aaa	AA+	0.230	-0.952	3.452	0.370	0.99
31397QC22 - FNMA Remic Trust 2011-17 20210325 2.75000 Cj		2.750 03/25/2021		11	100.000	11,485.46	Aaa	AA+	0.920	2.569	2.750	0.959	0.75
31398T3R0 - FNMA Remic Trust 2010-99 20200925 2.00000 Ya		2.000 09/25/2020		3	99.560	3,311.06	Aaa	AA+	0.410	2.733	2.009	0.430	0.22
31398VUJ3 - FHLMC Remic Series 3659 20250415 4.00000 Dy		4.000 04/15/2025		34	101.740	35,064.80	Aaa	AA+	1.780	3.001	3.932	1.940	2.30
38377NM84 - GNMA Remic Trust 2010-164 20370920 4.00000 Eb		4.000 09/21/2037		12	100.640	11,850.75			0.290	2.092	3.975	0.449	0.78
MBS													
31417FOT9 - FNMA Pass-Thru Sht 10 Year 2.000 20230301 2.		2.000 03/27/2023		34	97.750	33,306.48	Aaa	AAA	1.620	3.334	2.046	1.691	2.19
31418AFV5 - FNMA Pass-Thru Sht 10 Year 2.500 20220601 2.		2.500 06/27/2022		30	99.440	29,878.13	Aaa	AAA	1.390	2.795	2.514	1.451	1.96
31418AGN2 - FNMA Pass-Thru Sht 10 Year 2.500 20220701 2.		2.500 07/25/2022		36	99.420	35,434.69	Aaa	AAA	1.410	2.804	2.515	1.470	2.33
Treasuries													
9126283H1 - United States Treas Nts 1.75%11/30/19 1.75%1		1.750 11/30/2019		57	98.990	56,503.34	U.S.#Aaa	U.S.	1.395	2.477	1.768	1.421	3.71
912628A42 - United States Treas Nts 2%11/30/20 2%11/3		2.000 11/30/2020		147	98.630	145,219.05	U.S.#Aaa	U.S.	2.350	2.587	2.028	2.422	9.54
912628LV4 - United States Treas Nts 3.375% 11/15/19 3.375%		3.375 11/15/2019		111	101.200	112,790.11	U.S.#Aaa	U.S.	1.347	2.482	3.335	1.380	7.41
912628NT3 - United States Treas Nts 2.625% 08/15/20 2.625%		2.625 08/15/2020		31	100.130	31,341.52	U.S.#Aaa	U.S.	2.063	2.561	2.622	2.129	2.06
912628WW6 - United States Treas Nts 1.625%07/31/19 1.625%		1.625 07/31/2019		21	99.180	20,988.26	U.S.#Aaa	U.S.	1.071	2.392	1.638	1.087	1.38

DEBT SERVICE FUND (PAGE 1 of 2)

	CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight
DESTCI - CITY OF DESTIN (Prices as of 06/29/2018)		2.085	11/10/2022	427	98.136	423,841.61			1.354	2.895	2.104	1.473	100.00
Cash													

- CASHCASH6 - OPENING BALANCE		0.000	06/30/2018	3	100.000	2,698.14	U.S.#Aaa	U.S.	0.000	0.000	0.000	0.003	0.64
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ABS

- 14041NFF3 - Capital One CC Tr 2016-1a 20220615 1.33000 a		1.330	08/15/2019	15	98.430	14,772.26	Aaa	AAA	1.090	2.759	1.351	1.128	3.49
14314MAC7 - Carmax Auto Owner Tr 2016-2 20210216 1.52000 a-3		1.520	02/16/2021	10	99.260	9,667.68	Aaa	AAA	0.980	2.270	1.531	1.019	2.28
17305FEW0 - CCCIT 2016-A1 A1		1.750	11/19/2019	13	98.520	12,813.92	Aaa	AAA	1.350	2.843	1.776	1.391	3.02
254683BS3 - Discover Card Exe Tr 2016-1 20210715 1.64000 a		1.640	07/15/2021	5	99.530	4,979.69	Aaa	AAA	0.520	2.523	1.648	0.540	1.17
254683BV6 - Discover Card Exe Tr 2016-4 20220315 1.39000 a		1.390	03/15/2022	5	98.370	4,921.20	Aaa	AAA	1.180	2.776	1.413	1.210	1.16
254683BY0 - DCENT 2017-A3 A3		2.303	10/17/2022	9	100.080	9,015.26	Aaa	AAA	0.040	2.322	2.301	1.790	2.13
34528OEN0 - Ford Credit Flrpin Tr a 2016-1 20210215 1.76000 a-1		1.760	02/15/2021	12	99.470	11,944.61	Aaa	AAA	0.610	2.626	1.769	0.630	2.82
43813NAD8 - Honda Auto Recv 2015-2 20210823 1.47000 a-4		1.470	08/23/2021	9	99.850	8,723.91	Aaa	AAA	0.530	1.746	1.472	0.551	2.06
43814QAC2 - Honda Auto Recv 2016-2 20200415 1.39000 a-3		1.390	04/15/2020	2	99.470	2,254.91	Aaa	AAA	0.650	2.199	1.397	0.671	0.53
47788NAC2 - John Deere Owner Tr 2016-B 20200615 1.25000 a-3		1.250	06/15/2020	6	99.320	5,914.66	Aaa	AAA	0.580	2.406	1.259	0.600	1.40
58772PAD0 - MBART 2015-1 A3		1.340	12/16/2019	2	99.800	1,968.14	Aaa	AAA	0.330	1.951	1.343	0.340	0.46
654747AC8 - Nissan Auto Recv 2017-a 20200115 Flt a-2B		2.133	01/15/2020	3	100.000	3,246.86	Aaa	AAA	0.040	2.198	2.133	0.400	0.77
65474VAM3 - Nissan Master Owne		2.087	04/15/2021	10	100.060	10,048.89	Aaa	AAA	0.040	2.370	2.085	0.789	2.37
65478QAE8 - Nissan Auto Lease Tr 2016-a 20211015 1.65000 a-4		1.650	10/15/2021	5	99.810	4,993.71	Aaa	AAA	0.210	2.488	1.653	0.230	1.18
89231LAC1 - Toyota Auto Recv Own Tr 2016-D 20190515 Flt a-2B		2.203	05/15/2019	0	100.000	175.08	Aaa	AAA	0.030	2.260	2.203	0.041	0.04
98162EAF4 - WOART 2017-A A2B		2.213	08/17/2020	6	100.010	5,567.81	Aaa	AAA	0.040	2.254	2.213	0.529	1.31

Agencies

- 3130A8DB6 - Federal Home Loan Bank 1.125% 06/21/2019		1.125	06/21/2019	20	98.790	19,763.00	Aaa	AA+	0.965	2.384	1.139	0.978	4.66
3135G0R39 - Fannie Mae 1.00% 10/24/19		1.000	10/24/2019	5	98.100	4,914.03	Aaa	AA+	1.300	2.472	1.019	1.320	1.16
3135G0T29 - Fannie Mae		1.500	02/28/2020	16	98.310	15,810.27	Aaa	AAA	1.631	2.543	1.526	1.667	3.73
3137EAEK1 - Federal Home Ln Mlg Corp Fr 1.875%11/1720 Fr 1.8		1.875	11/17/2020	14	98.150	13,771.63	Aaa	AA+	2.315	2.681	1.910	2.386	3.25
649083AA0 - New Valley Gen l 2000-1 20190315 7.29900 Cert		7.299	03/15/2019	3	102.670	3,652.00	Aaa	AA-	0.680	3.459	7.109	0.710	0.86
880591EQ1 - Tennessee Valley Auth Bd 1.75%18 Bd 1.7		1.750	10/15/2018	5	99.880	5,012.49	Aaa	AA+	0.293	2.118	1.752	0.296	1.18

CMBS

- 3137B5KM4 - FHLMC Series K-035 20230325 2.61500 a-1		2.615	03/25/2023	9	99.320	8,763.59	Aaa	AAA	2.110	2.870	2.633	2.219	2.07
94988TAW4 - Wells Fargo Coml Tr 2015-Lc22 20580917 1.63900 a-1		1.639	09/15/2058	4	98.800	3,930.98	Aaa	AAA	0.930	2.862	1.659	0.959	0.93

CMO

- 3136A0WP8 - FNMA Remic Trust 2011-76 20390425 2.50000 Pb		2.500	04/25/2039	5	98.810	5,291.25	Aaa	AA+	0.970	3.741	2.530	0.860	1.25
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DEBT SERVICE FUND (PAGE 2 of 2)

	CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight
DESTCI - CITY OF DESTIN (Prices as of 06/29/2018)		2.085	11/10/2022	427	98.136	423,841.61			1.354	2.595	2.104	1.473	100.00
3136AHAZ3 - FNMA Remic Trust 2013-127 20390525 2.500000 LA		2.500	05/25/2039	13	98.150	12,748.36	Aaa	AA+	2.700	3.117	2.547	3.019	3.01
3137A1N25 - FHLMC Remic Series 3706 20231015 2.000000 Cb		2.000	10/15/2023	5	98.850	4,697.12	Aaa	AA+	1.240	2.868	2.023	1.301	1.11
3137ASB78 - FHLMC Remic Series 3790 20370115 4.500000 Ap		4.500	01/15/2037	3	102.180	3,381.99	Aaa	AA+	0.940	2.867	4.404	1.470	0.80
3137ANRX5 - FHLMC Remic Series 4027 20251015 2.000000 Gd		2.000	10/15/2025	18	99.160	17,449.48	Aaa	AA+	1.150	2.675	2.017	1.180	4.12
3137GAA72 - FHLMC Remic Series 3726 20250415 3.000000 Kd		3.000	04/15/2025	6	100.030	6,115.71	Aaa	AA+	1.460	2.921	2.999	1.571	1.44
31383CAC4 - FNMA Remic Trust 2003-66 20330225 3.500000 PA		3.500	02/25/2033	4	101.400	3,838.39	Aaa	AA+	0.230	-0.962	3.452	0.370	0.91
31387OC22 - FNMA Remic Trust 2011-17 20210325 2.750000 Cj		2.750	03/25/2021	3	100.000	3,326.82	Aaa	AA+	0.920	2.569	2.750	0.959	0.78
31388CUT3 - FHLMC Remic Series 3531 20390115 3.000000 Ea		3.000	01/18/2039	2	100.000	2,371.10	Aaa	AA+	1.760	2.948	3.000	1.730	0.56
31388NXX7 - FNMA Remic Trust 2010-111 20201025 2.500000 DE		2.500	10/26/2020	2	99.590	2,415.38	Aaa	AA+	0.730	2.706	2.508	0.759	0.57
31388SRES - FNMA Remic Trust 2010-137 20251225 2.500000 Cj		2.500	12/26/2025	8	99.280	8,050.54	Aaa	AA+	1.920	2.803	2.518	2.019	1.90
31388T3R0 - FNMA Remic Trust 2010-98 20200925 2.000000 Ya		2.000	09/25/2020	1	99.560	925.98	Aaa	AA+	0.410	2.733	2.009	0.430	0.22
MBS													
31294KZ99 - FHLMC Pz Gold Cash 15 4.000 20190601 4.		4.000	06/17/2019	2	102.590	2,443.31	Aaa	AAA	0.360	-3.103	3.899	0.381	0.58
31417DPP2 - FNMA Pass-Thru Sht 10 Year 2.000 20221001 2.		2.000	10/25/2022	14	97.750	14,040.03	Aaa	AAA	1.500	3.440	2.046	1.560	3.31
31417FQT8 - FNMA Pass-Thru Sht 10 Year 2.000 20230301 2.		2.000	03/27/2023	9	97.750	8,463.12	Aaa	AAA	1.620	3.334	2.046	1.691	2.00
31418AGN2 - FNMA Pass-Thru Sht 10 Year 2.500 20220701 2.		2.500	07/25/2022	9	99.420	8,998.27	Aaa	AAA	1.410	2.804	2.515	1.470	2.12
31418AJN9 - FNMA Pass-Thru Sht 10 Year 2.500 20220901 2.		2.500	09/26/2022	4	99.380	4,201.99	Aaa	AAA	1.470	2.822	2.516	1.530	0.99
31418ARF7 - FNMA Pass-Thru Sht 10 Year 2.000 20230301 2.		2.000	03/27/2023	8	97.750	8,090.09	Aaa	AAA	1.650	3.305	2.046	1.721	1.91
31418AXP8 - FNMA Pass-Thru Sht 10 Year 2.000 20230901 2.		2.000	09/25/2023	15	97.740	14,896.84	Aaa	AAA	1.820	3.191	2.046	1.899	3.51
Treasuries													
9128283H1 - United States Treas Nts 1.75% 11/30/19 1.75% 1		1.750	11/30/2019	10	98.990	9,912.87	U.S.#Aaa	U.S.	1.395	2.477	1.768	1.421	2.34
912828A42 - United States Treas Nts 2% 11/30/20 2% 11/3		2.000	11/30/2020	53	98.630	52,357.89	U.S.#Aaa	U.S.	2.350	2.587	2.028	2.422	12.35
912828L Y4 - United States Treas Nts 3.375% 11/15/19 3.375%		3.375	11/15/2019	26	101.200	26,419.30	U.S.#Aaa	U.S.	1.347	2.482	3.335	1.380	6.23
912828NT3 - United States Treas Nts 2.625% 08/15/20 2.625%		2.625	08/15/2020	8	100.130	8,088.13	U.S.#Aaa	U.S.	2.063	2.561	2.622	2.129	1.91
912828WW6 - United States Treas Nts 1.625% 07/31/19 1.625%		1.625	07/31/2019	6	99.180	5,990.93	U.S.#Aaa	U.S.	1.071	2.392	1.638	1.087	1.41

ALTERNATE INVESTMENT FUND (PAGE 1 of 3)

	CUSIP	Market Price	Quantity	Coupon	Maturity	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight
DESTC2 - CITY OF DESTIN (Prices as of 06/29/2018)		98.929	3,662	2.804	08/23/2024	3,643,784.15			4.100	2.971	2.836	4.519	100.00
Cash													
-	CASHCASH6 - OPENING BALANCE	114	114	0.000	06/30/2018	113,787.89	U.S./Aaa	U.S.	0.000	0.000	0.000	0.003	3.12
ABS													
-	12636WAD8 - Cnh Equipment Tr 2017-a 20220516 2.07000 a-3	84	84	2.070	05/16/2022	83,076.42		AAA	2.040	2.657	2.095	2.129	2.28
-	34530VAE9 - Ford Credit Auto Own Tr 2015-B 20200815 1.58000 a-4	49	49	1.580	08/15/2020	48,790.01	Aaa		0.770	2.210	1.588	0.789	1.34
-	47787WAC3 - John Deere Owner Tr 2015-B 20191015 1.44000 a-3	8	8	1.440	10/15/2019	8,265.38	Aaa		0.190	2.251	1.442	0.200	0.23
Agencies													
-	3135G0R39 - Fannie Mae 1.00% 10/24/19	55	55	1.000	10/24/2019	54,054.31	Aaa	AA+	1.300	2.472	1.019	1.320	1.48
-	3137EADB2 - Federal Home Ln Mtg Corp Refmce 2.375%22 Refrnc	73	73	2.375	01/13/2022	72,843.15	Aaa	AA+	3.375	2.766	2.407	3.542	2.00
-	880591EL2 - Tennessee Valley Auth Pwr Bd 3.875%21 Pwr Bd	90	90	3.875	02/15/2021	93,982.13	Aaa	AA+	2.497	2.700	3.764	2.633	2.58
-	880591ER9 - Tennessee Valley Auth Sr NI 2.875%24 Sr NI	73	73	2.875	09/15/2024	73,109.91	Aaa	AA+	5.667	2.995	2.895	6.214	2.01
CMBS													
-	3137B1UG5 - FHLMC Remic Series K-027 20230125 2.63700 a-2	48	48	2.637	01/25/2023	47,397.65	Aaa	AAA	4.120	2.967	2.676	4.419	1.30
-	3137B7YY9 - FHLMC Series K-037 20240125 3.49000 a-2	35	35	3.490	01/25/2024	35,721.51	Aaa	AAA	4.860	3.102	3.429	5.380	0.98
-	3137BSRZ8 - FHLMC Remic Series K-J09 20220925 2.83800 a-2	71	71	2.838	09/25/2022	70,404.12	Aaa	AAA	3.810	3.085	2.868	4.079	1.93
Corporates													
Financial													
-	0258M0EG0 - American Express Credit Corpor 2.7% Bds 03/03/22 Usd2000	39	39	2.700	03/03/2022	38,415.00	A2	A-	3.476	3.390	2.766	3.677	1.05
-	05531FB88 - BB&T Corporation 2.85% Snr Mtn 26/10/2024 Usd (\$	38	38	2.850	10/26/2024	36,243.93	A2	A-	5.734	3.767	3.004	6.326	0.99
-	12572QAJ4 - Cme Group Inc Sr NI 3.75%28 Sr NI	36	36	3.750	06/15/2028	36,314.40	Aa3	AA-	8.224	3.653	3.721	9.710	1.00
-	174610AN5 - Citizens Financial Group 2.375% 07/28/2021	50	50	2.375	07/28/2021	48,843.09		BBB+	2.945	3.518	2.456	3.079	1.34
-	446150AK0 - Huntington Bancshares Inc Sr Gbl NI 2.3%22 Sr Gbl	51	51	2.300	01/14/2022	49,512.92	Baa1	BBB+	3.371	3.501	2.395	3.545	1.36
-	571748BA9 - Marsh & McLennan Cos Inc	45	45	3.300	03/14/2023	44,915.63	Baa1	A-	4.336	3.567	3.338	4.707	1.23
-	7591EPAK6 - Regions Finl Corp New Sr Gbl NI 3.2%21 Sr Gbl	35	35	3.200	02/08/2021	35,256.67	Baa2	BBB+	2.489	3.409	3.217	2.614	0.97
-	867914BK8 - Suntrust Banks Inc 2.9% 03/03/2021	15	15	2.900	03/03/2021	14,957.17	Baa1	BBB+	2.561	3.379	2.936	2.677	0.41
-	87236YAF5 - Td Ameritrade Hldg Corp Jr Gbl NI 3.3%27 Jr Gbl	49	49	3.300	04/01/2027	47,151.07	A2	A	7.523	3.923	3.458	8.756	1.29
-	91159HHL7 - US Bancorp	40	40	2.350	01/29/2021	39,623.67	A1	A+	2.489	3.129	2.396	2.586	1.09
Industrial													
-	03073EAP0 - Amerisourcebergen Corp 3.45%27 3.45%2	28	28	3.450	12/15/2027	25,833.97	Baa2	A-	7.944	4.479	3.745	9.462	0.71
-	126408HB2 - Csx Corp Sr NI 3.4%24 Sr NI	37	37	3.400	08/01/2024	36,873.37	Baa1	BBB+	5.457	3.722	3.460	6.090	1.01
-	126550CV0 - Cvs Health Corp 3.7% Snr Pfdl Nls 09/03/2023 US	37	37	3.700	03/09/2023	37,229.61	Baa1	BBB	4.281	3.819	3.719	4.693	1.02
-	171340AH5 - Church & Dwight Inc Sr NI 2.875%22 Sr NI	30	30	2.875	10/01/2022	29,532.83	Baa1	BBB+	3.978	3.450	2.941	4.258	0.81

ALTERNATE INVESTMENT FUND (PAGE 2 of 3)

CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight
DESTC2 - CITY OF DESTIN (Prices as of 06/29/2018)	2.800 08/23/2024	3.652	49	96.850	3,643,784.15	A+	A+	4.100	2.971	2.836	4.518	100.00
22160KAL9 - Costco Whsl Corp New Sr Clb Nt 24 Sr Clb	2.750 05/18/2024	49	96.850	47,609.97	A1	A+	A+	5.396	3.344	2.839	5.885	1.31
31620MAS5 - Fidelity Natl Information Svcs Sr Nt 2.25%21 Sr Nt	2.250 08/15/2021	51	96.290	49,535.03	Baa2	BBB	BBB	2.994	3.512	2.337	3.129	1.36
539830BG3 - Lockheed Martin Corp Sr Clb Nt 3.1%23 Sr Clb	3.100 01/15/2023	40	98.710	40,048.89	Baa1	BBB+	BBB+	4.211	3.409	3.141	4.548	1.10
615369AB1 - Moody's Corp Sr Nt 4.5%22 Sr Nt	4.500 09/01/2022	45	103.340	47,166.75	BBB+	BBB+	BBB+	3.598	3.580	4.355	3.923	1.29
615369AC9 - Moody's Corp Sr Nt 4.875%24 Sr Nt	4.875 02/15/2024	45	104.980	48,057.56	BBB+	BBB+	BBB+	4.748	3.841	4.644	5.380	1.32
67066GAD6 - Nvidia Corp 2.2% Bds 9/16/21	2.200 09/16/2021	48	97.110	46,914.93	A3	BBB+	BBB+	3.080	3.152	2.265	3.216	1.29
67103HAAS - O'Reilly Automotive Inc New Sr Nt 4.875%21 Sr Nt	4.875 01/14/2021	23	103.280	24,268.31	Baa1	BBB	BBB	2.167	3.377	4.720	2.293	0.67
747525AU7 - Qualcomm Incorporated	3.250 05/20/2027	48	93.050	44,833.00	A1	A	A	7.620	4.194	3.493	8.890	1.23
844741BB3 - Southwest Airs CO Nt 2.65%20 Nt 2.6	2.650 11/05/2020	47	98.650	46,552.33	A3	BBB+	BBB+	2.264	3.250	2.686	2.353	1.28
871829BA4 - Sysco Corp Sr Clb Nt 2.5%21 Sr Clb	2.500 07/15/2021	50	97.650	49,394.44	A3	BBB+	BBB+	2.910	3.318	2.560	3.044	1.36
913017CQ0 - United Technologies Corp Sr Nt 2.3%22 Sr Nt	2.300 05/04/2022	50	95.830	48,186.53	A3	A-	A-	3.577	3.466	2.400	3.847	1.32
Utilities												
03040WAC8 - American Wtr Cap Corp Sr Nt 2.95%27 Sr Nt	2.950 09/01/2027	50	94.200	47,583.47	A3	A	A	7.947	3.701	3.132	9.175	1.31
30040WAC2 - Eversource Energy Sr-K Nt 2.75%22 Sr-K	2.750 03/15/2022	35	97.510	34,406.56	Baa1	A	A	3.502	3.470	2.820	3.710	0.94
842400GL1 - Southern Calif Edison CO 1M -2018D Bd 23 1M-20	3.400 06/01/2023	28	99.640	27,985.31	Aa3	A	A	4.503	3.480	3.412	4.923	0.77
MBS												
3128MCDX0 - FHLMC Pz Gold Comb 15 4.500 20240501 4.	4.500 05/15/2024	7	103.360	7,018.49	Aaa	AAA	AAA	1.860	2.736	4.354	2.071	0.19
3128MDBR3 - FHLMC Pz Gold Comb 15 4.000 20261001 4.	4.000 10/15/2026	52	102.900	53,330.63	Aaa	AAA	AAA	2.360	2.792	3.887	2.630	1.46
3128MFL48 - FHLMC Pz Gold Comb 15 3.500 20320901 3.	3.500 09/15/2032	51	101.280	51,608.68	Aaa	AAA	AAA	3.100	3.100	3.456	3.671	1.42
3128MMJ50 - FHLMC Pz Gold Comb 15 3.000 20310301 3.	3.000 03/17/2031	50	99.340	49,853.80	Aaa	AAA	AAA	3.890	3.150	3.020	4.649	1.37
31307B2V5 - FHLMC Pz Gold 15 Yr 2.500 20280501 2.	2.500 05/15/2028	38	97.810	37,046.08	Aaa	AAA	AAA	3.260	3.166	2.556	3.521	1.02
3138AP3B2 - FNMA Pass-Thru Int 15 Year 3.500 20260601 3.	3.500 06/26/2026	47	101.260	47,460.35	Aaa	AAA	AAA	2.600	2.977	3.456	2.940	1.30
3138ELGM9 - FNMA Pass-Thru Int 15 Year 3.000 20280601 3.	3.000 06/26/2028	48	100.020	47,855.35	Aaa	AAA	AAA	2.940	2.948	2.999	3.290	1.31
3138EMN00 - FNMA Pass-Thru Int 15 Year 4.500 20270101 4.	4.500 01/25/2027	32	103.340	33,403.44	Aaa	AAA	AAA	2.320	3.073	4.355	2.671	0.92
3138EPS70 - FNMA Pass-Thru 15Yr	4.000 02/26/2029	34	102.670	34,620.65	Aaa	AAA	AAA	2.300	2.833	3.896	2.600	0.95
3138ECE81 - FNMA Pass-Thru Int 15 Year 4.000 20290501 4.	4.000 05/25/2029	50	102.690	51,993.94	Aaa	AAA	AAA	2.470	2.886	3.895	2.770	1.43
3138WVW31 - FNMA Pass-Thru Int 15 Year 3.000 20280601 3.	3.000 06/26/2028	49	99.860	48,900.43	Aaa	AAA	AAA	3.330	3.001	3.004	3.781	1.34
31410LHK1 - FNMA Pass-Thru Int 15 Year 3.000 20270701 3.	3.000 07/26/2027	31	100.020	31,029.71	Aaa	AAA	AAA	2.890	2.943	2.999	3.159	0.85
31417GNJ1 - FNMA Pass-Thru Shrt 10 Year 2.500 20230501 2.	2.500 05/25/2023	36	99.590	36,230.05	Aaa	AAA	AAA	1.610	2.666	2.510	1.680	0.99
31418BFG1 - FNMA Pass-Thru Shrt 10 Year 3.500 20240701 3.	3.500 07/25/2024	25	101.260	25,661.39	Aaa	AAA	AAA	1.960	2.775	3.456	2.101	0.70
31418BLG6 - FNMA Pass-Thru Shrt 10 Year 3.000 20250301 3.	3.000 12/26/2024	42	101.260	42,460.80	Aaa	AAA	AAA	2.130	2.836	3.456	2.301	1.17
31418BN85 - FNMA Pass-Thru Shrt 10 Year 3.000 20250301 3.	3.000 03/25/2025	62	100.400	62,270.33	Aaa	AAA	AAA	2.240	2.754	2.988	2.411	1.71
31418BNB8 - FNMA Pass-Thru Shrt 10 Year 3.000 20250201 3.	3.000 02/25/2025	34	100.410	33,806.21	Aaa	AAA	AAA	2.220	2.747	2.988	2.389	0.93
31418BPZ3 - FNMA Pass-Thru Shrt 10 Year 2.500 20250201 3.	2.500 04/25/2025	72	100.390	72,844.90	Aaa	AAA	AAA	2.260	2.763	2.988	2.441	2.00
31418BQ4 - FNMA Pass-Thru Shrt 10 Year 2.500 20250201 3.	3.000 03/25/2025	69	99.320	68,641.93	Aaa	AAA	AAA	2.330	2.734	2.517	2.471	1.88
31418CHS6 - FNMA Pass-Thru Shrt 10 Year 3.500 20270301 3.	3.500 03/25/2027	78	101.350	79,726.43	Aaa	AAA	AAA	2.760	2.978	3.453	3.140	2.19
31418CTH7 - FNMA Pass-Thru Shrt 10 Year 3.500 20280101 3.	3.500 01/25/2028	52	101.420	52,386.27	Aaa	AAA	AAA	3.060	3.008	3.451	3.490	1.44

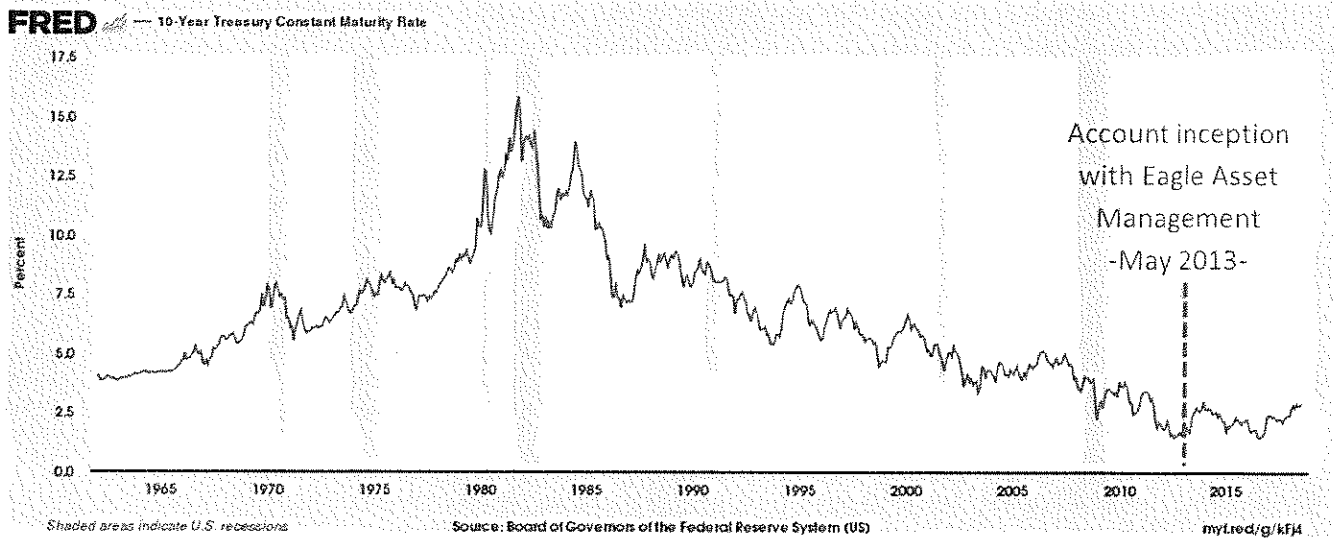
ALTERNATE INVESTMENT FUND (PAGE 3 of 3)

DESTC2 - CITY OF DESTIN (Prices as of 06/28/2018)												
Treasuries												
CUSIP	Coupon	Maturity	Quantity	Market Price	Mkt Value + Accrued	Moody Rating	S&P Rating	Duration	Yield to Worst	Current Yield	Avg Life Yrs	Weight
	2.804	08/23/2024	3,662	98.929	3,643,784.15			4.100	2.971	2.836	4.519	100.00
9128283W8 - United States Treas Nts 2.75%02/15/28 2.75%0	2.750	02/15/2028	182	99.150	182,305.67	U.S./#Aaa	U.S.	8.436	2.851	2.774	9.631	5.00
9128283Z1 - United States Treas Nts 2.75%02/28/25 2.75%0	2.750	02/28/2025	180	99.650	180,997.59	U.S./#Aaa	U.S.	6.076	2.808	2.760	6.668	4.97
912828B66 - United States Treas Nts 2.75%02/15/24 2.75%0	2.750	02/15/2024	45	99.870	45,399.58	U.S./#Aaa	U.S.	5.201	2.775	2.754	5.631	1.25
912828M56 - United States Treas Nts 2.25%11/15/25 2.25%1	2.250	11/15/2025	58	96.180	55,943.98	U.S./#Aaa	U.S.	6.761	2.827	2.339	7.381	1.54
912828PX2 - United States Treas Nts 3.625%02/15/21 3.625%	3.625	02/15/2021	26	102.550	27,011.88	U.S./#Aaa	U.S.	2.509	2.614	3.535	2.633	0.74
912828U24 - United States Treas Nts 2%11/15/26 2%11/1	2.000	11/15/2026	75	93.720	70,473.42	U.S./#Aaa	U.S.	7.655	2.848	2.134	8.381	1.93
912828W66 - United States Treas Nts 2.75%11/15/23 2.75%1	2.750	11/15/2023	50	99.960	50,148.14	U.S./#Aaa	U.S.	4.985	2.758	2.751	5.380	1.38
912828XB1 - United States Treas Nts 2.125%05/15/25 2.125%	2.125	05/15/2025	249	95.690	238,915.14	U.S./#Aaa	U.S.	6.359	2.819	2.221	6.877	6.56

FDIC Insured CD Ladder

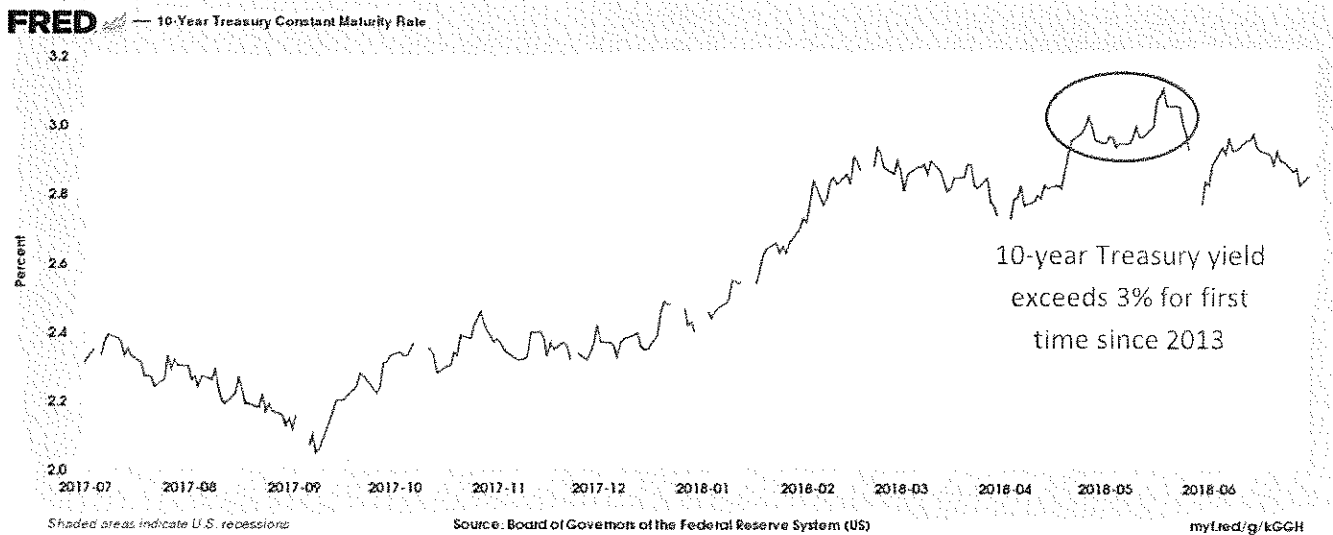
Description	Symbol/CUSIP	Maturity Date	Coupon	Quantity	Est. Annual Income
CASH				28,427.37	
COMPASS BK BIRMINGHAM, AL FDIC # 19048 CERTIFICATE OF DEPOSIT PAYS AT MATURITY 1.5000% Due 09/28/2018	20451PTB2	9/28/2018	1.500	200,000.00	\$3,000.00
BNY MELLON, NA PITTSBURGH, PA FDIC # 7946 CERTIFICATE OF DEPOSIT PAYS AT MATURITY 1.9000% Due 01/07/2019	05584CDH6	1/7/2019	1.900	200,000.00	\$3,800.00
GOLDMAN SACHS BANK USA NEW YORK, NY FDIC # 33124 CERTIFICATE OF DEPOSIT SEMI-ANNUAL 1.6000% Due 03/27/2019	38148PPY7	3/27/2019	1.600	200,000.00	\$3,200.00
TRANSPORTATION ALLIANCE BANK OGDEN, UT FDIC # 34781 CERTIFICATE OF DEPOSIT MONTHLY 2.1000% Due 07/12/2019	89388CCM8	7/12/2019	2.100	200,000.00	\$4,200.00
BARCLAYS BANK DE WILMINGTON, DE FDIC # 57203 CERTIFICATE OF DEPOSIT SEMI-ANNUAL 1.7000% Due 09/27/2019	06740KKW6	9/27/2019	1.700	200,000.00	\$3,400.00
UMPQUA BANK ROSEBURG, OR FDIC # 17266 CERTIFICATE OF DEPOSIT SEMI-ANNUAL 2.4000% Due 11/12/2019	90421MCC5	11/12/2019	2.400	89,000.00	\$2,136.00
AXIOM BANK MAITLAND, FL FDIC # 31390 CERTIFICATE OF DEPOSIT MONTHLY 2.2000% Due 12/20/2019	05464LAW1	12/20/2019	2.200	100,000.00	\$2,200.00
EAST BOSTON SAVINGS BANK BOSTON, MA FDIC # 33510 CERTIFICATE OF DEPOSIT MONTHLY 1.7500% Due 03/27/2020	27113PBY6	3/27/2020	1.750	200,000.00	\$3,500.00
TEXAS EXCH BANK SSB FDIC # 20099 CERTIFICATE OF DEPOSIT MONTHLY CALLABLE BEGINNING 08/29/18 1.8500% Due 06/29/2020 Callable 08/29/2018 @ 100.000	88241TCB4	6/29/2020	1.850	200,000.00	\$3,700.00
NORTHERN B&TC FDIC # 18266 CERTIFICATE OF DEPOSIT QTRLY CALLABLE BEGINNING 09/29/18 2.0000% Due 09/29/2020 Callable 09/29/2018 @ 100.000	66476QBZ0	9/29/2020	2.000	200,000.00	\$4,000.00
MEDALLION BANK SALT LAKE CITY, UT FDIC # 57449 CERTIFICATE OF DEPOSIT MONTHLY 2.7500% Due 11/16/2020	58404DBU4	11/16/2020	2.750	200,000.00	\$5,500.00
CITIBANK NA SIOUX FALLS, SD FDIC # 7213 CERTIFICATE OF DEPOSIT SEMI-ANNUAL 2.7500% Due 04/12/2021	17312QH93	4/12/2021	2.750	200,000.00	\$5,500.00
DISCOVER BANK GREENWOOD, DE FDIC # 5649 CERTIFICATE OF DEPOSIT SEMI-ANNUAL 3.0000% Due 07/12/2021	254673RG3	7/12/2021	3.000	200,000.00	\$6,000.00
HERITAGE BANK HOPKINSVILLE, KY FDIC # 30090 CERTIFICATE OF DEPOSIT MONTHLY 3.0000% Due 10/18/2021	42724JEH4	10/18/2021	3.000	200,000.00	\$6,000.00
				2,617,427.37	56,136.00

*Note: This report is current as of 7/30/2018.



INTEREST RATES (10-year Treasury yield)

After a 30-yr trend of generally declining interest rates, since 2012 rates have moved sideways, mostly in the range of 1.50-2.75%



INTEREST RATES (10-year Treasury yield), trailing twelve months (Jul 2017 - Jun 2018).

In mid-2018, the 10-yr Treasury rate reached 3.00% for the first time since 2013.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: City Manager Report

TO: City Council

THRU: Carisse LeJeune, City Manager

FROM: Karen Jankowski, HR Manager

DATE: July 10, 2018

SUBJECT: Library Director Confirmation

I. BACKGROUND: Twenty individuals applied for the Library Director position. From this group, seven finalists were selected with interviews conducted during May 21st – May 25 and June 11th – 15th.

II. DISCUSSION: I am recommending City Council confirm Ms. Wendy Livingston as the Library Director.

Ms. Livingston's credentials include:

- Master of Arts, Information Science and Learning Technologies, University of Missouri
- Bachelors of Science, Marketing, University of West Florida
- Sunshine State Library Leadership Institute (graduates in July 2018)
- Member of the Florida Library Association
- Member of the Molino Mid-County Historical Association

A. Link to Strategic Goals / Objectives: Financially Sound City Providing Service Value.

B. Effect on Budget (EOB): Costs associated with this position are within the current FY18 budget.

C. Level of Service (LOS): The Library staff has kept up with summer programming and high customer service standards; they should be commended for a job well done.

III. CONCLUSION: Ms. Livingston's experience, numerous achievements and honors are contained in her resume attached for your review. I am very pleased

to ask for her confirmation at the August 6th City Council meeting.

IV. RECOMMENDED MOTION: I am recommending City Council confirm Ms. Wendy Livingston as the Library Director.

Attachments:

1. W Livingston resume

Wen Livingston

Summary of Qualifications

- Six years' experience hiring, supervising, and leading library staff and volunteers
- Ten years providing educational programming and outreach for public libraries
- Experienced in creating management, statistical, and budgeting documents
- Experienced in working with management teams to develop policy and strategic plans

Education

Master of Arts, Information Science and Learning Technologies
The University of Missouri, Columbia, Missouri, 2012

Bachelor of Science, Marketing
The University of West Florida, Pensacola, Florida, 1984

Currently enrolled in the Sunshine State Library Leadership Institute, to graduate in July 2018

Experience

2013 – Present, **Senior Librarian, and Branch Manager**

West Florida Public Library, Pensacola, Florida

7 branch system that covers all of Escambia County including the City of Pensacola

Presently manager of Molino Branch; have served in various interim management positions at the Main Library

2007 – 2013 **Assistant Branch Manager**

St. Louis County Library, St. Louis, Missouri

20 branch system that covers the vast metropolitan area of St. Louis

Began working as a part-time Library Assistant and was promoted to Assistant Branch Manager

Accomplishments

Current project for Sunshine State Leadership Institute is a digitization day where patrons can bring their historical photos and documents, have them scanned, saved and shared with the local historical societies to help preserve the community's history.

Project director for Smithsonian's Museum on Main Street traveling exhibit grant. This exhibit positively impacted the small community of Molino (population of 1200) by bringing over 3000 visitors to its community center/library.

Established workflows, procedures, programming, and collection development for a new rural library branch which opened in 2013; it now circulates 2000+ items per month and draws 900+ people per month to attend programs.

Partner with local artists for monthly rotating art display to expose patrons to art when they visit the Library. To date, 60 different artists have displayed their pieces at the Molino Library.

Implemented a one-on-one computer and resume assistance program last fall to combat the digital divide that is prevalent in the community. Approximately 50 patrons have participated in this program and, 3 have found jobs.

Member of the team that transitioned the library system's 7 branches to RFID technology, self check-out stations, automated materials handling, and self-service public access computers and printing.

Improved the lobby of the headquarters location to make it multifunctional by replacing static shelving with modular and moveable shelving and display fixtures.

Professional Associations

Member of the Florida Library Association

Member of the Molino Mid-County Historical Association

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: City Manager Report

TO: City Council

THRU: Carisse LeJeune, City Manager

FROM: Karen Jankowski, HR Manager

DATE: July 31, 2018

SUBJECT: Interim City Manager Candidate List

I. BACKGROUND: Mr. "Buz" Eddy, Senior Advisor, FCCMA/ICMA, assisted the council as requested at the July 26th Council Meeting. He has brought forward a list of potential Interim City Manager candidates.

II. DISCUSSION: Interim City Manager Candidates – Attached please find a list of Interim City Manager candidates. Included is a master list with resumes. Background checks and reference checks will be completed on each candidate. Also, attached is a copy of the City Manager position description & qualifications.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB): The costs associated with the selected candidate may vary; items of interest will be salary of the Interim candidate & housing costs for out of local area candidates. Salary costs are included within current budget.

C. Level of Service (LOS): Rapid placement of a highly qualified City Manager that possesses the best probability for success in the position, is critical to the efficient continuing operations and positive forward movement of the City.

III. CONCLUSION: Locating and selecting the right City Manager is crucial to the continued successful operations and progress of the City. The individual selected must possess the necessary knowledge, skills and abilities delineated in the City Manager job description, in order to effectively bring together the talents of staff in accomplishing the desires of Council, for the benefit and well being of the community.

Based upon knowledge, skills and abilities, Mr. Buz Eddy recommends Mr. Lance Johnson as the Interim City Manager. Mr. Eddy, as a Senior Advisor will continue to offer his counseling services during Mr. Johnson's interim duties.

IV. RECOMMENDED MOTION: I move to approve Mr. Lance Johnson as the Interim City Manager effective August ____, 2018.

Also, I move to allow Human Resources and Mr. Eddy to advertise for the permanent City Manager position.

Attachments:

1. CM Job Description 2003 w 2011 update
2. Rodney Lucas resume 7 11 18
3. Forgione_Professional Resume_072018
4. LJohnson ResumeMat2018

CITY OF DESTIN POSITION DESCRIPTION

<u>POSITION:</u>	City Manager
<u>REPORTS TO:</u>	City Council (Seven Council Members and Mayor)
<u>SUPERVISES DIRECTLY:</u>	Senior Leaders

RESPONSIBILITIES:

- 1.) As chief executive officer of the city, is responsible for management of the day-to day operations of the city government.
- 2.) Attends all meetings of the City Council and executive sessions; provides administrative, technical and management advice, information, reports and staff support required by the Council; and assists the Council in developing policy as requested.
- 3.) Directly manages and supervises the administration of all departments, offices and agencies of the City government; is responsible for the effective and timely delivery of all services and programs to the citizens of Destin. Signs all contracts on behalf of the City.
- 4.) Monitors performance of all City franchisees, including water and sewer and electric utilities, and all contractors, including Okaloosa County Sheriff's Department, garbage/waste disposal and other governmental agencies that provide services to the citizens of Destin, to ensure that all obligations and commitments are fulfilled. Also ensures that all necessary City staff interfaces with franchisees and contractors are properly managed.
- 5.) Directs the City Emergency Management Program.
- 6.) Draws and signs vouchers upon the depositories, which shall be countersigned by the Mayor, Mayor Pro Tem, or other authorized City Signatory, and keeps a true accurate account of the same. Prepares and submits to the Council once each month a statement of all finances, receipts and disbursements.
- 7.) Signs all licenses issued by the City, issues receipts for moneys paid, and deposits said monies in the designated depositories on the first regular banking day after receipt.
- 8.) Keeps the Council fully advised as to the financial condition and future needs of the City, and makes recommendations to the council concerning the financial affairs of the City.
- 9.) Organizes city government functions; appoints, trains, disciplines, suspends, removes when necessary, and appropriately rewards city employees in accordance with applicable laws, ordinances, city charter and established personnel policies and procedures.
- 10.) Monitors all reports and recommendation form the various volunteer City committees and commissions and organizes responses by Cit staff or prepares recommendations to City Council, as appropriate.
- 11.) Prepare and submits to City Council annual budget and capital programs.
- 12.) Submits to the City Council and makes available to the public, a complete report on the finances and administrative activities of the City as of the end of each fiscal year.
- 13.) Resolves citizen complaints, disputes and problems of service delivery; works with local media to communicate city polices and programs; participates in appropriate local community organizations and activities; and promotes a positive image of the City government throughout the community.
- 14.) Performs such other duties as set forth in the City Charter, consistent with the City's Mission and Vision Statements, or directed by the City council.

QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

Bachelor's Degree required in Public Administration or closely related field; Master's Degree preferred. Minimum of 5 years experience as city/county manager or as deputy city/county manager or 10 years of related business/government experience at a director or higher level or an equivalent combination of related experience and Bachelor's Degree.

ABILITIES/SKILLS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements below are representative of abilities and skills required. Accommodations may be made to enable individuals with disabilities to perform the essential functions.

- **PHYSICAL:**

Must be physically able to operate a variety of essential job related machines and office equipment. Must be able to move or carry essential job related objects or materials. Must be fit enough to visit disaster sites and serve in disaster or emergency management situations.

- **DATA CONCEPTION:**

Requires the ability to compare and/or judge the readily observable functional, technical, structural, compositional or identifiable characteristics (whether similar to or divergent from obvious standards) of data, people or things.

- **INTERPERSONAL COMMUNICATION:**

Requires the ability to successfully communicate with all levels of the community and to convey or exchange professional information. Must possess appropriate image, style and body language to succeed in frequent controversial and emotional situations.

- **INTERPERSONAL TEMPERAMENT:**

Requires the ability to interact with people (i.e. staff, supervisors, general public and elected officials) beyond giving and receiving instructions to include tactfully mediating conflicts and achieving positive results. This position is multi-tasked and requires the ability to perform under maximum stress for long hours when confronted with short deadlines, heavy workloads, insufficient funding, conflicting interests and high customer demand.

- **LANGUAGE ABILITY:**

Must possess the ability to read and comprehend a variety of professional, technical and administrative documentation, directions, instructions, methods and procedures. Will be required to produce technical and non-technical reports with proper format, punctuation, spelling and grammar, using all parts of speech. Requires the ability to communicate with and before others using correct English.

- **INTELLIGENCE:**

Requires the ability to learn and understand subject matter principles and techniques; to make independent judgments in the absence of supervision within the scope of respective job duties and tasks; to acquire and be able to expound on knowledge of topics related to primary occupation.

- **NUMERICAL APTITUDE:**

Requires the ability to utilize complex mathematical formulas; add and subtract, multiply and divide totals; determine percentages, determine time and weight and interpret same as may be appropriate. These aptitudes are required at or above the graduate college level.

- **CAREER DEVELOPMENT:**

Continuing Education (seminars including state, federal and international conferences, job related coursework at post secondary institutions, continuing education credits/CEU's); training; (either as a participant or trainer); involvement in relevant professional or technical associations; serving on City and professional organizations committees; volunteering to take responsibility for special projects and cross training.

RODNEY D. LUCAS

605 Rising Sun Circle, Mascotte, Florida 34753 | (352) 449-2353 | e-mail: rodneylucas27@gmail.com

QUALIFICATIONS SUMMARY

Results-oriented and strategic leader with 13 years of executive management experience in accomplishing remarkable outcomes in city management, economic and community development. Highly skilled in planning, organizing and implementing daily city operations and economic development functions from conception to completion, including business retention, business attraction and incentive programs. Fifteen years of entrepreneurial (For-Profit) experience as business owner.

- City Budget and Audit Experience
- Contract Negotiation & Management
- Marketing/Trends/Sales Analyses
- Catastrophe and FEMA Training
- Quality & Performance Improvement
- Staff Training, Leadership & Develop.
- Cost Containment & Profit Growth
- Economic and Redevelopment
- Corporate & Government Liaison
- Risk Management
- Finance and Investment
- Public, Private, Partnership

PROFESSIONAL EXPERIENCES

CITY OF GROVELAND, FLORIDA

2014-2017

Interim City Manager, City Manager's Office (12/16 – 12/17)

Managed the day to day operations of the City with a population of 15,205 with 121 employees and operating budget of \$34 million. Served as Public Information Officer, set city priorities through City Council retreats using strategic planning and performance measurements.

Interim Director, Community Development Department (03/16 - 12/16) (formerly Assistant Director, 6/14 - 3/16) As director, oversaw Building Department, Planning and Zoning Division Economic Development, Community Redevelopment Agency (CRA), CDBG Grant, Housing Initiatives and Code Enforcement Division. Managed a staff of six and new TRAKiT software.

CRA Liaison, (6/14 – 12/17) Set monthly agenda and managed CRA budget of \$760,248 and website. Oversaw Community Redevelopment Agency (CRA) day to day operation for redevelopment, events promoting downtown and businesses located within in the CRA district.

Project Manager, (6/14 – 12/17) Managed \$650,000 Florida Department of Economic Opportunity (DEO) Small Cities Grant through the Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) program. Orchestrated City inter-local agreement with Lake County, Florida to provide Home Investment Partnership (HOME) Program to city residents.

Economic Development Manager, (6/14 - 10/16) Coordinated, directed, and implemented programs and projects that support commercial, office, and industrial development based on workforce domestic and international and small business development initiatives. Expanded 10 businesses through economic development incentives. Increased business property value by \$14,403,280 in taxable real estate tax income for the City. Established effective working relationships with public, public officials and other agencies.

ADDITIONAL GOVERNMENTAL WORK EXPERIENCES**CITY OF KANSAS CITY, MISSOURI****2011-2014*****Customer Service Specialist***, City Manager's Office 3-1-1 Action Center

Recruited by the City Manager to work in the the 311 Action Center. Field citizens inquiries and request for city services in the City's call center.

CITY OF GLADSTONE, MISSOURI**2011-2012*****Management Intern***, City Manager's Office

Recruited to fill Management Intern position. Researched high-level issues as they arose through special project assignments. Participated with the City Manager on budget, capital improvements, management team and city council meetings.

STATE OF MISSOURI, JEFFERSON CITY, MISSOURI**1995-1996*****Minority and Women-Owned Business Certification Coordinator***

Managed from inception, develop and manage a statewide minority and women-owned business enterprise certification program for 12,000 businesses state wide to receive state contracts.

CITY OF LAS VEGAS, NEVADA**1993-1995*****Neighborhood Services Coordinator***

Managed HUD Technical Assistance Grant. Established and managed \$250,000 revolving line of credit program to purchase, rehab, resale foreclosed HUD homes to establish a community self-sufficiency housing/jobs program. Recruited investors i.e. Magic Johnson, Sugar Ray Leonard and Andre Agassi to invest in the Westside of Las Vegas.

UNIFIED GOVERNMENT OF WYANDOTTE COUNTY, KANSAS**1992-1993*****Program Manager***

Managed the Community Housing Investment Partnership (C.H.I.P) program. Developed from scratch to increase home ownership throughout the City of Kansas City, Kansas. Leveraged \$1.2 million in first mortgages from private financial institutions to assist over 25 families.

CITY OF GLADSTONE, MISSOURI**1991-1992*****Intern***

Worked with Economic Development Manager and produced several research reports and completed Master Thesis on local businesses impact from rapid big business growth within the City of Gladstone.

ENTREPRENEURIAL WORK EXPERIENCES**AAA INSURANCE CLUB, MISSOURI/KANSAS OFFICES****2014-2014*****Agent/Field Underwriter/Risk Manager***, Independence, MO/Overland Park, KS

Prepared insurance quotes for auto, home, health and life policies. Solicit customers to convert to new policies. Assessed customers overall financial and insurance needs and make suggestions.

CLEAN SITE OF KANSAS CITY, MISSOURI**1996-2011*****Owner and President***

Started a consultant, construction cleaning and janitorial company from inception. Grew revenues to \$40,000 a month. Managed as many as 50 staff and an operational budget of \$500,000. Presented financial reports to outside agencies, governmental officials, and financial lenders.

EDUCATION & PROFESSIONAL CERTIFICATIONS

Florida State University, Certified Public Manager Program, 2016

University of Missouri at Kansas City (UMKC), Kansas City, Missouri

MPA - Non-Profit Management, 20 + hours towards MBA – Entrepreneurship, 2009

Park University (Formerly Park College), Parkville, Missouri

BA – Finance, 1987 and MPA – Public Management, 1992

MILITARY SERVICE

- United States Marine Corps, Reservist, Honorable Discharge (1984-1990)

PROFESSIONAL AFFILIATIONS

- Member, International City/County Management Association (ICMA)
- Member, Florida City County Management Association (FCCMA)
- Member, Florida Redevelopment Association
- Enrolled in Florida Redevelopment Association (FRA) Certification - CRA

HOBBIES AND INTERESTS

- Restore classic vehicles Collector of rare and fine items Playing racquetball and golf

VOLUNTEER AND SERVICE WORK

- Board of Director South Lake Chamber of Commerce
- Member South Lake Chamber of Commerce, Economic Development Policy Committee
- Member of the Lake County Economic Development Advisory Board

(REFERENCES FURNISHED UPON REQUEST)

JOSEPH C. FORGIONE

P.O. Box 596, Niceville, Fl. 32588 · 850.685.6084

Forgione.nwfcops@gmail.com

SUMMARY OF QUALIFICATIONS

Dynamic and distinguished leader, accomplished professional, intellectually disciplined, skillful and influential communication style, and a resilient capability to solve complex and diverse difficulties from all management levels. Experienced in a multitude of management capacities including safety, quality improvement, failure analysis, scheduling, financial, training, community relations, resource allocation, and maintenance. Profound ability to influence the success of projects, teams, goals, and resources required for continuous resolution and strategic execution of the business vision. Pivotal and intuitive leadership and management expertise.

CORE COMPETENCIES

Transformational Leadership
Effective Communication
Quality Improvement

Personnel Management
Public Relations
Process Efficiency

PROFESSIONAL EXPERIENCE

Sun-Kissed Cleaning and Maintenance – Santa Rosa Beach, FL 10/2017 – Current

Maintenance Director Responsible for managing daily maintenance operations of assigned properties and personnel.

- Determines and allocates company resources required for opportune and proficient resolution of property maintenance matters.
- Hires, trains, awards, and disciplines all maintenance employees in accordance with applicable laws and company policies.
- Coordinates and manages personnel, tasks, and inventory for the maintenance of properties and valued above \$20 million.
- Performs periodic inspections on a predefined schedule for repair needs, safety hazards, code violations, and contract violations.
- Creates and distributes periodic reports on the condition of the property to owners.
- Established a preventative maintenance policy/plan to identify and manage repair needs.
- Provides/oversees a network of licensed, bonded and fully insured contractors who have been vetted for pricing and vision.
- Monitors the performance of all company maintenance personnel and resources.

Holiday Isle Community Association – Destin, FL 06/2017 – 10/2017

Community Association Manager Administrator Responsible for administering guidance and management functions to ensure properties are maintained and operated in accordance with company objectives.

- Attended and assisted in coordination of all community-related meetings, including Board of Directors, Annual Members and Budget Meetings, for attendance at such meetings, and preparation of all related and/or required meeting notices and minutes.
- Acted as the liaison between the Association and the management company, including an open line of communication between the Property Manager and the Association's Board of Directors.
- Administered the provision of services to the community by outside vendors, including all related financial activities, such as payment of vendor invoices, budget review and management, preparation and filing of related tax returns, and preparation of periodic financial statements.

- Implemented appropriate preventive and remedial maintenance programs, including property improvement projects for proper upkeep and enhancement of all Association property.
- Prepared and provided periodic management reports to the Board of Directors, as well as appropriate materials needed by the Board members prior to Board meetings.

City of Destin – Destin, FL - 11/2012 – 06/2017

Code Enforcement Officer Responsible for performing a variety of technical duties in support of the city's ordinances, codes, and regulations.

- Patrolled, inspected, and enforced all areas of the city for violations of local and state codes.
- Responded to 2,000+ complaints to potential code violations relating to buildings, beaches, housing, zoning, animals, noise, parking, dumping, polluting, property, waste or other code related matters.
- Conducted field investigations and research of potential violations by gathering relevant evidence.
- Compared facts and findings with city code to effectively issue warnings, correction notices, notice of violations and citations.
- Coordinated efforts with the Sheriff, planning, building, city attorney, magistrate, and other staff agencies as needed.
- Reviewed and prepared 100+ cases for the special magistrate with evidence and legal research for court action related to violations of the city code.
- Resolved citizen complaints, disputes and problems while promoting a positive image of the city's values and vision.

Niceville Police Department – Niceville, FL - 11/2000 – 11/2011

Constitutional Law Enforcement Officer and Special Deputation U.S. Marshall Responsible for preserving peace, prevention and discovery of criminal acts, responding to calls for service and preparing written comprehensive reports.

- Participated and administered Emergency Response activities and investigations.
- Assigned criminal complaints, reviewed completed cases, and directed case management for quality, timeliness and completeness.
- Entered qualified wanted suspects from the Niceville Police Departments wanted persons for an adoption of the N.W.F. U.S. Marshal Task Force.
- Apprehended Violent Fugitives within the Okaloosa County and North West Florida. Collaborated with multiple agencies throughout the Task Force region.
- Directly managed and supervised the administration of special operations within assigned enforcement district.

United States Army – Fort Knox, KY - 10/1990 – 08/1998

Armored Reconnaissance Specialist Directly responsible for obtaining, distributing, and sharing vital battlefield information on the enemy, as well as safety and qualification training of personnel.

- Trained, managed, and supervised a team exceeding 35 military personnel.
- Assisted the operations officer in planning, organizing, directing, supervising, training, coordinating, and reporting activities of team.
- Directed team tactical movement, team security operations, and team route/area reconnaissance.
- Gathered information on the enemy including tracking and reporting on movement and activities.
- Assisted in the recovery, security, and preparation of United States military assets with a value exceeding \$3.5 million.

PROFESSIONAL AWARD AND COMMUNITY RELATION

- Concerns of Police Survivors (C.O.P.S) – President/Vice President - 2014 - 2018
- United States Marshall Service Certificate of Appreciation
- United States Army, Army Commendation Medal (2)
- United States Army, Army Achievement Medal (4)
- United States Army, Good Conduct Medal (2)

PROFESSIONAL DEVELOPMENT

- 2017 Community Association Manager Administrator Certificate – Sandestin, Fl
- 2013 Florida Association of Code Enforcement (FACE) Certified - Pensacola, Fl
- 2003 Advance Training Certificate in Hostage Negotiations OWCC - Niceville, Fl
- 2003 Advance Training Certificate in Stress Awareness OWCC - Niceville, Fl
- 2003 Advance Training Certificate in Case & Court Preparation OWCC - Niceville, Fl
- 1996 Graduate of Primary Leadership Development U.S. Army

LANCE A. JOHNSON, MS, CPM

624 Sea Oats Drive ■ Destin, FL 32541 ■ Telephone: (850) 685-6115

OBJECTIVE:

Using my 25 plus years of public administration and leadership experience to help a public or NFP organization achieve its Mission.

PROFESSIONAL EXPERIENCE

Director of Parks & Recreation City of Destin, Florida

**Parks & Recreation Department
2006 - Present**

Administration and maintenance of: all city parks, beach accesses, harbor boardwalk, cemeteries, landscape maintenance at all city and partner facilities and assumed oversight of contracted median/ROW maintenance throughout the city. Responsible for developing and administering the department's annual operations budget of over three-million dollars. Responsible for recruiting, training and developing 27 full-time and 14 part-time employees. Responsible for maintaining three outdoor sports facilities, 17 city parks, 12 public beach accesses and one community center. Responsible for the provision of recreational and sports programs and community special events. Research, apply and administer grants. Design and review plans related to park development and construction. Develop and revise policies and procedures for Council consideration. Provide routine updates for Council, Recreation Committee and Civic groups. Develop Request for Bids (RFB) and Request for Proposals (RFP) as required major acquisitions and services. Ten plus year member of the City's Steering Committee responsible for facilitating strategic planning and quality improvement programs. Oversight of assigned capital projects. Initiated the City's Sports Tourism initiative that now contributes over \$3,000,000 into the local economy annually. Generating annual revenues of over ½ million dollars. Administer risk management and master plans.

Adjunct Professor University of West Florida

2012-2013

Instructor for entry level recreation/leisure classes.

Recreation Assistant II City of Destin, Florida

**Parks & Recreation Department
May, 2006 - December, 2006**

Promoted to Parks & Recreation Director

Recreation Technician/Equipment Supervisor City of Destin, Florida

**Morgan Sports Center
April, 2004 - May, 2006**

Promoted to Recreation Assistant II

Recreation Assistant I City of Destin, Florida

**Morgan Sports Center
August 2003 - April 2004**

Promoted to Recreation Technician/Equipment Supervisor

**Assistant Director of Parks & Recreation
Sandwich Park District
Sandwich, Illinois**

December 2002 – August 2003

The Sandwich Park District consisted of seven public parks and facilities, encompassing 65 acres and incorporating a variety of recreational programs and services. As Assistant Director, I was directly responsible for preparation and management of the operating \$600,000 budget, presentation of monthly progress and fiscal reports to the Board of Directors; management of contractual labor agreements, and administration of grant compliance during the bidding and construction phases of park development. Further, I was charged with recruitment, training and supervision of the recreation staff, maintenance staff, and park volunteers. During my tenure with the Sandwich Park District, community satisfaction of the recreation program significantly increased, in large part, through an initiative to facilitate user input to establish agency goals and objectives.

**Superintendent of Parks
Sandwich Park District
Sandwich, Illinois**

August 2001 – December 2002

Prior to my promotion to Assistant Director (above), I served as the Superintendent of parks for the district. As such, I directly supervised the operations of the athletic fields, playgrounds, nature areas and community center as well as five employees and their training. One highlight of my time as superintendent was the application for and receipt of a \$365,000 state and federal grant to develop a thirty-acre nature park.

**Executive Director
Peacock Camp for Disabled Youth, Inc.
Lake Villa, Illinois**

January 1998 – June 2001

As administrator of the day-to-day operations of this non-profit corporation, I prepared and presented monthly activity and financial reports to the Board of Directors, development and managed an annual operating budget of \$210,000, recruited and supervised 35 permanent and seasonal program leaders, nursing and cafeteria staff members, and maintenance personnel. I also developed and implemented programming for sports, waterfront, aquatics, crafts, and special events; as well as a comprehensive risk management program. While serving in this position, our off season facility use increased by 24% and private donations increased 20% from such major contributors as M&M Mars, Dr. Scholl's, Brach, American Hospitality Corporation, the Lions Club International, Boy Scouts of America and Friends of the Handicapped.

**Owner and General Manager
Argyle Lake Landing
Colchester, Illinois**

March 1994 – December 1997

This facility consisted of a 45-slip marina, convenience store, watercraft rentals and food service/catering business leased from the Department of Natural Resources. As the general manager, I employed 14 staff members and was responsible for the business planning, marketing, purchasing, budgeting, financial reporting, and personnel administration.

Interim Executive Director**Lamoine Valley Special Recreation Association****Macomb, Illinois****January 1992 – March 1994**

The Lamoine Valley SRA provided leisure programs, services and advocacy throughout three communities to individuals with special needs. At Lamoine, I began as Program Director focusing on recreational programming for special needs adults and youth and where I created and implemented the inclusive Regional Outdoor Challenge Camp. Shortly thereafter, I was promoted to Interim Executive Director where aside from supervising the full and part time staff and volunteers, I was responsible for a community-wide public education program through a series of speaking engagements and distribution of printed material. In addition, I administered the budget, receiving grants from the Department of Transportation, Rotary and Kiwanis Clubs, Knights of Columbus and the Fellheimer Foundation.

Director of Training & Development**Stars & Stripes Video, Inc.****Decatur, Illinois****1/1988-5/1991**

Developed and implemented training and development programs for approximately 475 employees (34 retail stores.) Developed and managed department's budget. Facilitated the: management training program, employee orientation program, promotional training programs, safety program, salesmanship program and company wide semi-annual manager's conference. Recruited and developed management candidates to fill vacancies, supervised employee corrective action program, enforced company personnel policies. Worked with the four District Managers and the Director of Operations to establish/achieve company objectives.

Assistant Personnel Director**Stars & Stripes Video, Inc.****Decatur, Illinois****1/1986-1-1988**

Before receiving my promotion to Director of Training & Development (above) I served as Assistant Personnel Director for the Corporation. In this position I recruited and trained management and sales personnel. Ensured that new employees properly completed all employment forms required by the government and the company. Provided new employees with thorough company orientation. Provided assistance to corporate and store level management regarding employee development and disciplinary action. Administer employee unemployment and worker's compensation claims. Assisted in the development of the department's annual operating budget.

EDUCATION

Florida State University/Florida Center for Public Management
Certified Public Manager

Tallahassee, Florida
2018

Aurora University/George Williams College
Master of Science
Administration of Leisure Services

Aurora, Illinois

2001

Western Illinois University
Bachelor of Science (Magna Cum Laude)
Recreation, Park and Tourism Administration (major)

Macomb, Illinois
1993
Management (minor)

ACTIVITIES AND SERVICES

- Member of the Florida County/City Managers Association
- Florida Sterling Council Board of Examiners 2010, 2011, 2012
- FEMA Certifications: IS-100 and IS-700
- Certified Playground Safety Inspector (CPSI) 2008-2012
- Secretary, Panhandle Youth Football Association Board of Directors 2006-2007.
- State of Florida Limited Turf and Ornamental Pesticides license.
- Florida Ornamental and Turf Pesticides license.
- Member, Florida Recreation and Parks Association (FRPA)
- Certified First Responder with AED endorsement.
- Standards Lead Visitor (Accreditation Team), American Camping Association, 1998 – Present
- Treasurer, Moose Club #1016 Board of Directors 1992-1993.
- Board Member, Mid-West Special Recreation Association, 1995 – 1997
- Guest Speaker, Western Illinois University, Knights of Columbus, Lions Club, church groups
- Member, Phi Kappa Phi, National Honors Society.

REFERENCES

Available upon request.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: City Manager Report

TO: City Council

THRU:

FROM: Carisse LeJeune, City Manager

DATE: August 1, 2018

SUBJECT: Request for CRA Board meeting on August 20, 2018 at 5:00 p.m. to review and discuss Harbor CRA Advisory Committee recommendations for Royal Melvin Heritage Park and Clement Taylor Park

I. BACKGROUND: Request for CRA Board meeting on August 20, 2018 at 5:00 p.m. to review and discuss Harbor CRA Advisory Committee recommendations for Royal Melvin Heritage Park and Clement Taylor Park.

II. DISCUSSION:

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. 7-11-18 - HCRAAC Draft Minutes

**MINUTES
HARBOR COMMUNITY REDEVELOPMENT AGENCY
ADVISORY COMMITTEE MEETING
JULY 11, 2018 - 5:30 PM
DESTIN CITY HALL BOARDROOM**

1. CALL TO ORDER:

Chairman Buckingham called the meeting to order at 5:30 p.m. on Wednesday, July 11, 2018 in the Destin City Hall Board Room.

2. ROLL CALL:

Members Present

Mike Buckingham
James Green (in @5:35)
Jan Best
Mike Raim
Casey Jones
Sandy Trammell
Barbara Mizell

Staff Present

Deputy City Clerk Kim Montgomery
Deputy City Manager Steve Schmidt

The Chairman welcomed new member Mizell to the committee

3. APPROVAL OF MINUTES: June 13, 2018 Joint Council/Harbor CRA-AC Workshop

Motion to approve the minutes of the May 9, 2018 Joint Workshop as written was made by Committee member Trammell and seconded by Committee member Best. The motion passed with a 6-0 vote for approval. Committee member Green was not present for the vote.

The Chairman made the motion to change the order of the agenda to hear the New Business first, which is the presentation for the Clement Taylor Park redesign. Committee member Jones provided the second. A roll call vote of 6-0 was taken and the motion passed unanimously. Committee member Green was not present for the vote.

4. NEW BUSINESS:

• Clement Taylor Park Redesign

According to the Chairman, he is a Fire Commissioner with the Destin Fire Control District and the District is looking for another location for a building on the west end of town due to the amount of calls that are coming in for that area and Clement Taylor Park was a location that was brought to their attention. He explained further that it would allow for them to have another fire boat in that part of town as well. He then recognized Commissioner Wagner and the Steve Sasser, Fire Chief and asked them to provide additional information.

According to Chief Sasser, when they saw that Clement Taylor Park was due to be remodeled, they thought it was an opportunity to work with the city in a cooperative effort in hopes to house their fire fighters, a fire truck and a boat all at the same location. He explained that with the current location of the fire station, on Airport Road and their boat on the harbor; it takes a significant amount of time to get to calls that come in for the west side of town. And with that in mind, he explained that they approached City Council with their idea at their last meeting and Council instructed for the drawings that were submitted for the grant to be pulled back and brought with himself, Commissioner Buckingham and

the members of this committee to work together and then submit drawings to the City Council for their review and approval. Chairman Buckingham added, with the approval of this board. Mr. Schmidt corrected that they are making a recommendation to Council, and not an approval.

According to the Chairman, what they are looking to do is to take a portion of the front southeast corner of the park to add one fire truck and a dock on the water side. Adding that in the front portion where the bathrooms are located is where they would like to install the fire truck bay.

Committee member Raim asked what size they have in mind. According to Chief Sasser, they measured and they would need it to be two story with living quarters on the second floor so they are looking at 60-foot wide, with about 50-60 foot in depth building. He explained that it would only effect the parking in that general area and not the park itself. He rationalized that the station would be where the current restrooms are located and they would have the new restrooms built into the fire station which would free up additional park spaces and they could be better looked after during the off hours. He also pointed out that there would be a paramedic at that location to help with any events that may take place at the park. He also explained that they would add a dock on the south side of the property for them and possibly the Sheriff's Dept. He spoke of possibly relocating the beach with the wade-in area closer to the center of the park between the proposed south dock and the existing dock on the other side. Adding that this could be a benefit for another dock that could be utilized by the public with the exception of the portion that they would use for their boat.

Committee member Trammell asked how much water they would need to draw because looking at their plans, and the proposed pavilion, she feels it should be moved down as far as possible to have more open space for the park. According to Chairman Buckingham, they would have to stay off the storm water pipe that is located in that general area. Adding that they would prefer to push it further to the property line but as close to it as they safely can. According to Committee member Trammell, she doesn't have a problem with the plan as long as it's as close to the road as possible.

Chief Sasser also pointed out that when this station is built, it would have a venting system for the exhaust so that they wouldn't need to have the ramp to pull the trucks out of the bay before leaving out on a call.

Committee member Trammell suggested that they have their own dock installed on the north side to the property line as opposed to what they proposed on the south side. She also suggested that the fire station be placed on the south east corner of the property as close to the road as possible and beside the estuary

Motion by Committee member Trammell to support the location of a fire station on the south east corner of Clement Taylor Park with Committee member Green providing the second.

Committee member Green suggested to relocate the pavilion closer to the water, pull the parking lot behind the fire station, and make sure they maintain as much as parking as possible. Adding that he feels that it's imperative to have the fire station at this property as one is needed for the response time for west Destin. **Chairman Buckingham called for the vote and the motion passed with a unanimous vote of 7-0.**

Motion by Committee member Green to recommend to the CRA that the pavilion on the south side of the park and the parking lot be moved to the west to accommodate the proposed fire station. Committee member Trammell provided the second to the motion. With no discussion, Chairman Buckingham called for the vote and the motion passed with a unanimous vote of 7-0.

Committee member Best asked if they were proposing to have the bathrooms located in the fire station. According to Chairman Buckingham they would discuss that next.

Committee member Trammell inquired as to how many stalls were presently in each restroom. The Chairman provided her with the information.

Motion by Committee member Trammell that the fire station accommodate a minimum of two stalls each for the male and female restrooms. Committee member Green provided the second. With no discussion the Chairman called for the vote and the motion passed with a unanimous vote of 7-0.

Committee member Trammell stated that he last motion would be about the placement of the fire boat and the current dock as it sits. She stated that she likes the current location and would eliminate having to redo a lot of sidewalk and other stuff.

Motion by Committee member Trammell to place the fire boat to the northwest corner between the current dock and the property line. Committee member Green stated that he would second the motion for discussion.

According to Committee member Raim, the problem is that the dock is frequently used by people that fish and he is more inclined to move the dock on the south side to not interrupt the tradition of years of fishing from that dock.

Committee member Green stated that he agrees that it would hamper half the docks usability. Also, if the firemen have to leave the fire station if located on the south side they would not have to dodge any gathering of people for any types of events going on. Also, if it's on the south side it would allow to rope up an area dock to safely allow for vessels swinging in.

Chairman Buckingham stated that he supports Committee member Trammell's motion to optimize everything in one area and as a Commissioner, they are doing everything they can mentally, physically and financially to make it as fine as it can be.

According to Committee member Trammell, the reason why she suggests the opposite side is because the south side is the only side that children can be taken to wade into the shallow water and it's impossible to grab a kid from the seawall. Also. It's the only place to launch kayak and canoes. Pointing out that she doesn't think that the fire department wants small children where they are launching their fire boat.

The Chairman stated that they would have a marine engineer redesign the area and make a

larger area of the beach.

Committee member Green stated that he is still for the dock on the south side and with another dock going out 100-feet there could be stairs to get down to access the shoreline to launch a kayak or canoe.

Committee member Best wanted assurance that they would be involved in the design process. According to Chief Sasser what he understood by Council, they would be involved until it meet their approval before going on to Council.

According to Committee member Jones they have a 25-foot setback requirement on both sides of the property lines that has to be considered as well.

Committee member Raim stated for the record that he could not support the motion because of the potential interruption in the fishing at the location.

Committee member Green made the substitute motion to support the design of a dock for the Fire Department at Clement Taylor Park. Committee member Trammell provided the second and the motion passed with a unanimous vote of 7-0.

Committee member Best asked Chief Sasser if they intended to lease the property from the City. According to Chief Sasser, that question was asked of him at the last City Council meeting and they stated that they anticipated to do the same as they did when they were located on Stahlman Avenue.

Committee member Jones suggested having a ramp installed on the back side of the building just in case the exhaust system should fail. Fire Chief Sasser agreed and stated that they could have one to be able to back out if necessary.

Committee member Trammell mentioned that in all of this planning, she doesn't want to see one parking space being impacted and **motioned that the current number of parking spaces be maintained or increased for the park with this redesign. Committee member Green provided the second.** In discussion, Committee member also stated that she wants assurance that no one would have to pay to park when visiting the park. **The Chairman called for the vote and the motion passed 7-0.**

5. OLD BUSINESS:

➤ Royal Melvin Heritage Park Discussion

The Chairman asked the public if anyone wanted to speak on the subject first before they get into their discussions. With no one coming forward, Committee member Best stated that she is the one responsible for all the information that they have received prior to the meeting. She then handed out and laid out the timeline for the documents she has provided.

The Chairman asked for a 5-minute break in order to be able to read over and process the information that was just handed to them.

The Chairman reconvened the meeting. In regards to the conceptual plan that they were provided from Committee member Best's requested documents, the Chairman stated that the conceptual plan is quite a bit different than what they were seeing with buildings being up front by the highway and not by the edge and asked if it would require a Development Order to develop the property. According to Mr. Schmidt, it would and stipulated that what he is referring to is a very old conceptual plan. The Chairman asked if it was what was submitted with the Management Plan to the State originally. Pointing out that he was the first one to have to redevelop his property up front on the street and asked if the current code requires for the park building to be upfront as well.

According to Committee member Green this might be a different requirement since it is a recreational property and not a business. The Chairman asked if this is exempt from the requirement. According to Mr. Schmidt; the Code he is referring to is related to commercial buildings with parking lots and the intent is to put the parking lot behind the building rather than in front.

According to Committee member Trammell, being at the meeting, which was a CRA Board meeting; the conceptual plan was not well received. She added that the discussion was whether or not they could incorporate the building without it being by the road. And, after the charrettes demonstration with Tetra Tech the people that attended stated that they wanted to see the water and obviously having the building at the road was eliminating that view. So, this conceptual plan was scratched and a lot of things have changed through discussions at the Board meetings or Council meetings.

According to the Chairman, he was on the committee and does not remember that discussion. Committee member Trammell said those discussions were at the Board meetings not this committee's meeting.

Committee member Best asked if the FTC has seen any of the plans yet or is that the next step. According to Mr. Schmidt, the FCT has seen the 30%, the 60% and the 90% plans and he, Kathy Marler Blue, David Campbell and Tetra Tech all met in Tallahassee in an effort to try to check all the boxes in order to meet the requirements under the grant. Adding that with the exception of a couple of minor revisions, the FTC was satisfied with the 90% plan as submitted.

Committee member Raim spoke of how the whole idea behind the park was it would be a keystone to the harbor and it was never intended as a drive to park but rather a walking entrance to the harbor. Adding that yes, we want to protect everything of value on the property and the adjacent property but he does not agree with taking it back to reinvent the wheel and hopes that they can move forward and stop the nitpicking. He also reminded the members that they are an advisory to the CRA and Council and make recommendations to them.

According to Committee member Green to him, an Advisory panel is a sounding board and if you don't like something then speak up. He stated that he has a list of recommendations that he would like to present to the board after going down to the site and then reviewing the plans. He stated that he would like the bluff to stay intact by incorporating a gradual ramp down the west property line all the way down and then creating a long switchback back to the north that ends at the middle of the lower part of the park; but something that allows for the bluff to be maintained. He spoke of how if the bluff is maintained then the sidewalk would be able to be moved over, the water main could be left alone and adjusted it at the lower part of the parcel to where they don't interfere with the trees on the adjacent property owners. The bathrooms should stay down at the bottom of the room and do somethings that are not huge major changes to make something that they can all feel proud to put their name on and not the work that was done, not that the work that was done was not good to begin with but when the rubber hit the road it did something that they did not envision.

Committee member Trammell asked how many of them were involved in the Charrettes that Tetra Tech had presented. Both Committee members Best and the Chairman stated that they remember going to see them at the Community Center. The Chairman then stated that he personally remembers seeing the plans with picnic pavilion and a playground. And he personally had never seen the elevation that is being presented in the 90% plans in either the 60 or the 30% plans. And the emails that were sent to him they are in both now and he would caught that very quickly if he had seen the big valley going down because you can't have a picnic table or a playground in a valley; it's just not safe. He then asked if the original Management Plan states that they don't have to have parking, then why is there parking shown on the 60 and the 90% plans. He asked Mr. Schmidt why is there parking on the plans.

According to Mr. Schmidt, there is no parking on the park property. There was a revision to the parking on the adjoining property to the east because of the effort called, "Cost-to-Cure" where some of their parking is being taken at the bottom which renders it unusable and what the plan shows is offsite revisions to fix that problem. He explained further that it is not designed for the park use, it's designed to make the parking that is impacted on their property usable. Explaining further as an example, it's an appraisal term for what it costs to fix the problems that were created on an adjacent property in a taking circumstance. Additionally in this case, developing the park rendered some of the parking unusable and this is an effort to make them whole for those parking spaces.

According the Chairman, as a site contractor, he said that the cost of construction to build the structure at the bottom of the hill and to put in the lift station is going to be at least 5-6 times more than what we could put the bathrooms on top of the hill and go gravity and not have a lift station. He explained that his biggest concern is the lift stations failing during the festivals and when that happens the doors have to be locked. And in his professional opinion that is a mistake and his only reason because a sewage truck would not be able to get down there until the festivals are over and he is behind everything else but would prefer to see the bathrooms at the top of the hill.

Motion by Committee member Green to recommend to the CRA Board that handicap parking preferably be moved to either willing adjacent property owner or Marler Street Parking Lot, with Committee member Trammell providing the second.

Committee member Best stated that until she got all the documents from the City of Destin she requested, she really didn't understand the parking issue. She stated that in the report is say that there is to be no parking and she agrees with Committee member Green that there should be handicapped parking. With her husband being a veteran, it is needed; not on the park property but close to the water and likes the proposal. She stated what she's discovered with the parking issue is that it really doesn't have anything to do with the park at all. Adding that that at the Council meeting, Council is talking about having a recommendation that there is not going to be required parking on our city parks. And to her, that needs to be part of a recommendation if they haven't done that already. She added that she has watched all the City Council meetings and cannot find it.

According to Committee member Green, he doesn't want to have to delve into that right now, he wants to focus just on this park since the Council is already looking into that issue. Explaining further that the whole idea behind his recommendation is that they as a body discussed at length about onsite handicap parking. And to him, he doesn't think it's worth the battle, they already have a property owner that is willing to help accommodate that and possibly another one willing to, as well as the parking lot across the street. Pointing out that they have bigger fish to fry with the park then whether they would having parking on site or not. But they need to get the ball rolling.

According to Committee member Trammell it is included and what the Council is

considering is pedestrian parks, this is a pedestrian park, meaning that no one can park on it and is why they are requesting for handicap parking to be on either side.

Committee member Mizell asked for clarification to the motion and what they would be voting on. Committee member Green provided her with a brief timeline of the parking and how he feels they need to get the ball rolling on the other issues of the park. **The motion passes with a 7-0 vote.**

Motion by Committee member Green to recommend to the CRA Board that the sidewalk above bluff grade be moved to not affect any existing trees on this property or adjacent properties, with Chairman Buckingham providing the second to the motion.

According to Committee member Raim, he would like just to appease everyone concerned and suggested to use the term **absolutely minimally affect** as opposed to not affect because of the standards to not cut anything more than 6-inches around. He stated that he would rather see the wall moved.

According to Committee member Green, he would see what he means because there won't be any wall besides the bluff in his vision but did accept the amendment to his motion **from not affect to minimally affect any existing trees on the property or adjacent properties. The motion passed with a 7-0 vote.**

Motion to recommend to the CRA Board that the bluff be maintained and that a gradual ramp be constructed along the west property line all the way down to the harbor boardwalk, allowing for switchbacks running perpendicular. Chairman Buckingham provided the second to the motion.

Committee member Raim asked for more explanation. According to Committee member Green, where the driveway is now that runs along the west property line that would be removed as it goes down the grade and along the bluff, the sidewalk would come from the road and redesign it so that it wouldn't affect any of the trees. And then at the bluff, design it to taper off to the west inside and add a ramp that would gradually go down south of the west side of the property line and it could either go all the way down to the boardwalk or it could follow a little short of that if it can't make it and then come back north and if a switchback is necessary then there could be another place for a sightseeing area and end down at the lower area of the parcel.

According to the Chairman, his thoughts are that one of the members of Council had suggested that they would like to see an area where you step down in levels along with the handicap ramp. So as to not have to take the bluff out.

Committee member Best asked then where would the bathrooms and the museum be located. There was a discussion about not being able to move the bathrooms because half of the property is in the VE and AE flood zone requirements.

Committee member Raim stated that he has been the process owner since inception and although they were disappointed that some of the original concepts had to be removed for visibility, and maybe the bluff isn't quite a big as it is but this is not something that he wants to move forward and try to tell the designers what to do and thinks the concept is working.

In response to Committee member Raim, Committee member Green stated that somebody has to tell the designers something. **The Chairman called for the vote and the motion passed 6-1 with Committee member Best dissenting.**

Committee member Green made the motion to recommend that the bathrooms and the resource room stay on the lower southern part of the property and be incorporated into the bluff with Committee member Trammell providing the second to the motion.

In discussion, Committee member Green stated that this might help with the concern with the lift station for the bathrooms and explained that if they have a 15-foot sidewalk coming down above bluff grade to that point then incorporate the building into the bluff. Then they could have cleanouts and possibly get a truck in to suck out the lift station. Without having to get down to the bottom of the property.

Committee member Best stated that if this is the actual management plan that they are working from then one of the elements in their plan says that they are supposed to have a Destin Fishing Museum and Heritage Room however, called it a resource center. And the difference in the museum and a resource center is considerable. And questions if that would affect the funding.

According to Committee member Green, number seven or eight of the covenants says a maritime resource center that is open to the general public and staffed. He spoke of how he doesn't want it held to just be for the Fishing Museum, but allow it to be for anybody to utilize it.

According to Mr. Schmidt, the meeting that he attended in Tallahassee with the FTC and Kathy Marler Blue; they were in agreement with pictures on the wall, having a resource center, and having a monthly program by the fishing museum was adequate enough to meet the terms of the FTC grant.

The Chairman stated he is going to vote against it because he knows it's going to be very costly and it will be a nuisance when, not if, but when the lift station fails. He then called for the vote and **the motion passes with a 5-2 vote with Chairman Buckingham and committee member Mizell voting no.**

Motion by the Chairman to make sure when the bathrooms get turned around to fit the bluff; that the bathrooms and the bandstand be designed to face due south that there not be any shades or canopies on either right or left side. And if designed, they be placed over the bandstand only.

Committee member Jones asked if this recommended modification would affect the grant. According to Mr. Schmidt, he can't speculate but feels that with turning the building and preserving the bluff and the switchback is pretty much a total redesign and would affect the current grant. Adding that he doesn't know if the city might not be on another Restore track but he speculated that this may terminate the current Restore Act grant.

Committee member Trammell asked Mr. Tadlock if the holiday Isle people are currently ok with the noise levels; and this was originally designed has is so most of the sound amplified would be carried more towards Norriego Point and not directly to Holiday Isle. And if they are comfortable with this design.

According to Mr. Tadlock the noise is a problem and to him the saving grace is that the festivals with the city are mostly done at 10PM.

A discussion ensued regarding the amount of people that would be impacted due south of the bandstand on Holiday Isle. **After the discussion, the Chairman called for the vote and the motion**

passes 6-1 with Committee member Trammell dissenting.

Committee member Green made the motion to recommendation to the CRA Board that they incorporate more of the park elements above the bluff grade. Chairman Buckingham provided the second to the motion. Committee member Best asked what he meant because there are marine life element/observation platform that is supposed to be on the shoreline or dock that they haven't considered. According to Committee member Green, he means playground/picnic tables to utilize the space better. **The Chairman called for the vote and the motion passed 7-0.**

The Chairman suggested bringing back their discussions back to their next month's meeting prior to everything going to the CRA since they have 30-45 more days. That way if they have anything further to add after thinking it over until the next meeting; they can do so next month.

Motion Chairman Buckingham to bring back their discussions to their next month meeting prior to going to the CRA. With Committee member Best providing the second. In discussion, Committee member Green asked why, what is his rationale for waiting? According to the Chairman, he want to make sure that they all are on the same page for the playground, the grass area, the pavilion area with the picnic tables. Adding that he wants to make sure they are on the same page that that is what they are doing for this park.

According to Committee member Best, in City Council's motion; they charged them with three things by Mr. Dixon:

- Research ADA parking requirements, which they discussed
- Communicate with the Fishing Museum
- Ask Tetra Tech to come up with an estimated cost for making changes to the 60% plans

Committee member Best added that now that they have made their recommended changes, she would like to know what that cost would be before they actually send their recommendations on to Council.

Committee member Green pointed out that if you don't recommend it, then it's just sits there. Tetra Tech doesn't go by what they say, the recommendations have to go the Board and they have to give the approval to Tetra Tech for any recommended changes.

The Chairman stated that his concern is that the cost is going to come back so high that the Council is going to say, no. And if that is the case then there are plenty of local engineers in this community that could redesign this park from the beginning. All they need is the topo, the survey, the soil sample; pointing out that we can get this park completely redesigned the way we talked about it tonight for no more than \$30-\$35,000.00, complete.

According to Committee member Green, he has a friend that is a local engineer who is willing to help out. He stated that he didn't make all the recommendations let it sit for another 30-days. Move it forward and if it comes back then they can go from there. But he is not willing to vote to hold it off for another 30-days.

Committee member Best stated it's been 8+ years and some say longer, what's another 30-days?

Committee member Jones pointed out that they have sat for two hours discussing and making recommendations and now they don't want to send those forward to the CRA? And asked, "Isn't that what this is about? Because to him, that is what the votes were about."

The Chairman stated that is not it. **He then removed his motion from the table** but stated that what he is concerned about is that Tetra Tech comes back with a cost that is way off the chart and Council determines they can't spend that amount of money.

Chairman Buckingham made the motion that if the cost comes back over \$30k then they take it to a local engineer in Destin and let them redesign the entire park. Committee member Green provided the second. In discussion, Committee member Green stated that he thinks the CRA needs to decide what they feel is too much. According to the Chairman he feels that they should give them some kind of idea what is a fair number because personally, he feels they have spent four times as what we should have spent so far.

The Deputy Clerk informed the Chairman that there is a bid threshold that they need to take into consideration. Mr. Schmidt provided them the information on how bidding process works.

The Chairman then amended his motion that if it comes back over \$30k then he recommends that it gets sent back out for rebid. Committee member Green provided the second to the motion.

According to Mr. Schmidt, what they are talking about is a total redesign of the park. When they started this almost ten years ago it was about \$160k so, it will have to go out for rebid.

The Chairman stated that it's just CAD work and it's not that expensive.

Committee member Trammell stated that it's not just a drawing and they'd have to have a completely new set plans drawn to resubmit and it's a lot more than just CAD work and a lot of hours. She added that the motion is on the floor and been seconded, they can vote yes or no. And if the Board wants to take the motion or not that is theirs to decide and they need to keep that in mind. She agrees with Committee member Green to not prolong it anymore.

According to Committee member Raim, this is centered on the fact that we were talking about what we wanted to see this park to be, more than a walk through; we don't want to drive through that park or even walk to that park; we want it to be a destination. It in itself has viable benefit to what it brings. We had no greenescapes, no shade areas, other than a building, and we had no trees except for this particular parcel. Let the engineers do that work because that is what we pay them to do and we can pick and choose to accept, request, adjust or whatever.

Committee member Best stated that if that is City Council's wish then she wants to make sure that they get to see it again.

Committee member Trammell pointed out to the members that when they voted to add the park amenities to the plans, they have now made it a park not a pedestrian walk through that may change the criteria for parking and needs to be taken into consideration.

With no further discussion, the Chairman called the question and the motion passed with a 7-0 vote.

Committee member Best spoke of how her boat has been at the Melvin docks since 1995 and subsequently, they were asked to leave. In looking at all of the elements, restrictions, and covenants; she asked the Harbor Advisory Committee to look into the whole dock issue with the riparian rights and the submerged land lease. She spoke of how she was told one thing and then something else and it didn't

make any sense to her and she wants to know where her money went. And she read from a paper that the money is supposed to go into a fund that will be used on the park. But when she did the numbers, if that lease amendment was written to the City's advantage, then there would be about \$850K in the bank, if it followed the original agreement.

Committee member Best made the motion to ask the Harbor CRA Board to look into that lease agreement on the riparian rights and the submerged land lease. The Chairman seconded the motion for discussion.

Committee member Green questioned if that falls under their purview. According to Committee member Best, it all started with the observation platform and the fact that there was going to be a kayak launch. Pointing out that it's very specific in the lease agreement but it doesn't say the same thing in the restrictive covenants and in the management plan. She added that is a lot of money that could have been used for the development of the park. And although it may not be in their purview, it is a part of the park. Noting the platform, the fire boat is in one of their slips. We have transient parking and we own 68-feet of that property and that is our submerged land lease. She also said that according to the FDEP, nobody can give it away, it can be leased, but we have to apply for it ourselves and we have control of it.

The Chairman asked about an FDEP permit and if it's been applied for. According to Committee member Best, the lease is coming up for renewal on September 14th. The Chairman asked if the FDEP permit had been applied for. According to Mr. Schmidt, he was not aware of any FDEP permits currently being processed by the city.

Committee member Green asked if she was okay with this being placed on the agenda for further discussion at their next meeting. So that they can have time to read the documents she is speaking of. According to Committee member Best, she is okay with that request.

The Deputy Clerk asked Committee member Best for clarification regarding her motion and if she meant the CRA Board and not the Harbor CRA. Committee member Best amended her motion to **ask the CRA Board to look into that lease agreement on the riparian rights and the submerged land lease. The Chairman seconded the amendment and called for a motion. On a roll call vote, the motion passed 7-0.**

6. COMMITTEE MEMBER COMMENTS:

Committee member Green made the motion to recommend that the CRA Board extend the Harbor CRA boundaries to include the city owned portion of Norriego Point, with Committee member Best providing the second.

According to Committee member Raim, this has already been through this committee in the past because they wanted to be able to include the TIFF to the CRA.

According to Committee member Trammell, yes it had been considered by the Board in the past however, it wasn't included because there was no revenue stream. Plus at that time Norriego Point was half of what it is now. And also there can't be a revenue stream for a park. And they considered would the revenue generated by the CRA be completely used with the upkeep of that parcel. And at that time it would and they didn't want to use up all the generated funds for the CRA on sand. **The chairman called for vote and motion passed by a 6-1 vote with Committee member Trammell dissenting.**

Committee member Best clarified that they had requested to discuss pages 19 and 20 in the Harbor CRA Plan at their next meeting and asked that it be added to the agenda for the next meeting in August.

7. ADJOURNMENT:

Having no further business at this time, the meeting was adjourned at 8:00 PM.

Adopted and approved this _____ day of _____ 2018.

Mike Buckingham, Chairman

Kim Montgomery, Deputy City Clerk

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018**TYPE OF AGENDA ITEM:** City Manager Report

TO: City Council**THRU:****FROM:** Carisse LeJeune, City Manager**DATE:** July 27, 2018**SUBJECT:** Investigation Report regarding Councilmember Prebble Ramswell's Public Statements and Remarks towards Deputy City Manager Steven Schmidt

I. BACKGROUND:

At the City Council meeting held on the July 16, 2018, Councilmember Prebble Ramswell brought forward her concerns regarding Deputy City Manager Steven Schmidt's performance, during the section of the meeting designated for council members' individual comments. Customarily, concerns regarding employees are discussed privately between the City Manager and Councilmember, so that Councilmembers can speak freely, and to eliminate the potential risks and harm of unwarranted and unlawful disparagement or defamation or violations of other related statutory or civil rights. Since these statements were made at a public meeting, and Mr. Schmidt was on his way to Tallahassee to complete coursework for the Certified Public Manager program (and not in attendance), I feel it is reasonable to answer Councilmember Ramswell's concerns at a public meeting. I have received Mr. Schmidt's permission to publicly respond.

The first comment concerning a recommendation letter for the Destin Fishing Fleet was already pending review and research by the City Manager and Human Resources Manager before the July 16 meeting, and was in the process of final review by the City's labor attorney, and subsequent memorandum to the City Manager by the Human Resources Director. The City Manager was not able to provide an update prior to the July 16 City Council meeting.

The remaining statements and complaints by Councilmember Ramswell against the Deputy City Manager were brought to the attention of the City Manager for the first time at the July 16 public meeting and as a result an investigation was opened, with its findings and

conclusion presented in this report.

Each statement of complaint made by Councilmember Ramswell about the Deputy City Manager during the individual council member's section on July 16, 2018, is quoted below in italics from a verbatim transcription of her comments. The comments are sequentially presented, except for a couple of statements pertaining to the same subject that have been positioned to make them more coherent and more readily addressable in a cohesive manner.

II. DISCUSSION:

Comment 1: *"Council can't discuss anything outside of these meetings. So, for things like this, this is really the only opportunity. And not that I want to sit here and discuss and beat somebody down. But I think this is something that we need to be aware of and like I said for a city manager to really be aware of the concerns that I have and the potential for liability."*

Under the City Charter, the City Council is the legislative body of the City's government, and the council members accordingly are prohibited from interfering with the administration and operations under the City Manager. Councilmembers can privately make the City Manager aware of any issues or concerns, and they are reviewed, investigated, and addressed with the assistance of the Human Resources Manager. This process avoids any blindsiding in a public forum and instead allows a knowledgeable, researched, and fact-based discussion, which ensure fundamental fairness, equity, and due process protections for all parties, particularly the City's employees and officers, and alleviates the risks of unwarranted and unlawful disparagement or defamation—that is, preventing "beating someone down." This non-public process has also been the previous and preferred method that the City Manager uses to discuss employee concerns with Councilmembers.

As mentioned above, Councilmember Ramswell used the proper process when she expressed her concern to the City Manager on June, 20, 2018, about a letter of recommendation pertaining to a grant being sought by The Destin Fishing Fleet; however, before the investigation and research was completed and reported, it was brought up at the July 16, 2018 meeting without permitting the City Manager to present the report of the facts and conclusions from the investigation. None of the other matters raised by Councilmember Ramswell on July 16, 2018, were properly presented to the City Manager for a similar review, investigation, and discussion of the actual facts.

Comment 2: *"I came across a reference letter by the Deputy City Manager on October 29th, 2015. It's a letter of recommendation for the Destin Fishing Fleet and it was done on city letterhead by the Deputy City Manager. Essentially writing a recommendation for them to obtain a Fisheries Research Grant. . . . I mean we certainly don't write letters of recommendation for citizens or people to obtain grants. It was very concerning to me. And I submitted it and I didn't really get any follow up on it."*

After Councilmember Ramswell made this complaint of an alleged impropriety by an employee of the City to the City Manager in late June, 2018, the matter was referred for investigation to the City's Human Resources Department and the City's labor attorney. The investigation revealed that in 2015, the Deputy City Manager was serving in the position of the City's Development Manager. He was directed the City Manager at the time, Gregory A. Kisela, to provide a *letter of support* for a federal fisheries research grant application for red snapper fishery data collection being submitted by the Destin Fishing Fleet. This grant and the red snapper fishery data collection was aimed at providing a benefit to the City's environment and constituency, including the City's charter, recreational angler, and tourist industries.

Historical research revealed that the City has on numerous occasions provided letters of support for various grants and funding on behalf of others when it was determined to be beneficial to the City and/or its constituency, such as: grants for the Destin Area Chamber of Commerce's annual Visitor's Guide and membership directory (February 2013-2015); a request for funding from the Gulf Tourism and Seafood Promotional Fund for placement of artificial reefs (March, 2013); support for a grant for the Okaloosa County Sheriff's Office to fund additional enforcement for impaired driving during the spring break and the 100 days of summer (April, 2015); support for a Cultural, Heritage, Rural and Nature Marketing Grant for a Chamber-sponsored Bayou, Bay & Beach 5k, 10k & Half Marathon (February, 2016); and a letter inviting and supporting the location of a Dick's Sporting Goods to locate in a Destin shopping center (February, 2017). The City's labor attorney reported that letters of support were routinely made in the course of city government administration, that it was fully consistent with Mr. Schmidt's job duties and responsibilities as Economic Development Manager, and not following the direction of the City Manager could have been considered insubordination. Due to the comprehensive investigation of Councilmember Ramswell's concern by the Human Resources Manager and the labor attorney, the Human Resources Manager's workload on other pressing matters, and her recent conference outside the office, a sooner response to Councilmember Ramswell's initial concern was not possible before the July 16, 2018, meeting.

Comment 3: "I was also privy to information that the Deputy City Manager had spoken with a representative at the DEP who had asked for a city position on slips the neighbor, the BI, Inc. slips that were being applied for with a submerged land lease and he said at the time that the city is in a settlement and they don't have a position right now and he said well what if they weren't in a settlement and apparently he said that yes I think definitely we would have a problem with this So nobody should be rendering an opinion one way or the other especially on something that is in dispute and subject of litigation right now."

The investigation established that the Deputy City Manager returned a telephone call from a representative of the Florida Department of Environmental Protection (FDEP). The FDEP representative inquired about the City's position on a pending application regarding boat slips for which BI, Inc. had made an application for a submerged land lease. The Deputy City Manager responded that there was pending litigation that involved this matter and that he could not comment. The FDEP representative pressed further for a position by asking whether, in the absence of litigation, the City would have a problem with the lease. The Deputy City Manager gave a non-

committal, indefinite response and deflected the inquiry by referring the FDEP representative to the City's land use attorney to address any questions. The Deputy City Manager stated that, the City might or possibly could have a problem because the City had slips at the location, but the FDEP representative instead should call the City's land use attorney to get answers to these questions. The conversation ended with the Deputy City Manager's giving the FDEP representative the telephone number of the City's land use attorney, who later spoke with the FDEP representative. The Deputy City Manager never made the comment attributed to him by Councilmember Ramswell that "Yes, I think definitely we would have a problem with this."

Comment 4: "We've had several meetings in June having to do with the Harbor CRA and lots of discussions and their appointee is the same individual. They had asked him repeatedly for documents and to bring different things to them, they've expressed that to us. I went back and looked at the minutes, you can clearly see where that information was asked for and never received. And our staff members that are the representatives to these committees, the liaison. They are tasked with relaying information back and forth and providing whatever necessary information is requested and needed. October 11th he tells the committee that he is going to bring them the plans they've been asking before the next meeting. 11/8 still no plans and they continue to ask where they are. . . . Then we get to December and still no plans, that committee had still not received the plans and the documents they have been asking for. They started questioning why they were refusing to bring the plans and that sort of when we had the meeting here some committee members came here to our Council meetings and started expressing their frustration."

The investigation revealed that at the October, 2017 meeting of the Harbor CRA Advisory Committee, the chairman of the committee for the first time made a request to the Deputy City Manager to bring plans to the committee for review and comments.

The Advisory Committee's November, 2017 meeting had been scheduled for a lengthy presentation on Norriego Point by the FDEP project manager and project engineer, so the discussion of the park plan was to be postponed to the December 2017 meeting. Nevertheless, a question about the park was raised for discussion by a member of the committee. The Deputy City Manager commented that the park was still subject to the pending lawsuit, raising the concern of the appropriateness of discussions since the litigants of the pending lawsuit were in attendance at the committee meeting, and were contributing to the discussion. Regarding the review of the plans, the chairman of the Advisory Committee subsequently was advised that the plans, which were still in the development and design process, were being made available for reviewing at the office of the City Engineer.

At the December, 2017 Advisory Committee meeting, the chairman of the committee expressed his opposition to the park plans and his frustration at not receiving them in the meeting, despite having been directed to the office of the City Engineer earlier in the month to review them. He presented no explanation for his not reviewing the plans at the office.

Although the park plans were not fully developed and designed, the City Council subsequently voted 5-1 (Councilmembers Morgan, Destin, Marler, Ramswell and Braden voted "yes"; Councilmember Foreman voted "no"; Councilmember Dixon abstained from voting) to authorize and direct the City's staff to bring the 90% completed plans to the Harbor CRA Advisory Committee. At the January, 2018 meeting of the Harbor CRA Advisory Committee, the City Engineer made a presentation to the committee on the history of the park designs, including the 90% plan.

Comment 5: "Then along the same line and I'll stop on this, but its providing inaccurate and contradictory information and we sat in here and we heard, even the council has been subject to this. Where we've been told this date is the deadline, the absolute deadline or your gonna lose it. And then a year later we hear a different date and oh the application hasn't even been submitted. Well on 4/12/17 he told that committee that the 90% plans were presented to FCT when it was actually the 60% plans. And while that may not seem like a really big deal, it's actually turned into a really big deal because there has been lots of arguments back and forth about what percentage of the plans at and whose seen what, whose provided what approvals. And then you get to the grant, which is supposed to be shovel ready. So that's a concern. By July 12th he told them that the park was now officially funded and work would begin once it's approved by Council. So we all know that it hasn't yet been officially funded. We are still waiting on that release of funds and as we all know the grants and all that has been subject to a lot of discussion in the last few months. October 11th he says that the application had to go back to the Federal Treasury. It's still over with them and nothings been done. Well he told them a couple meetings before, it's already funded, the Council's just got to approve it.

At the meeting of the Harbor CRA Advisory Committee on April 12, 2017, the Deputy City Manager told the Advisory Committee that the City's staff and consultant were *traveling* to Tallahassee the next day to present the 90% plans to the Florida Community Trust (FCT). At this juncture, the plans were still a work and design in progress with the status of the complete plans being between the 60% and 90% completed, while the revised floor plan being shown to the FCT at this meeting were 90% completed. The purpose of this April, 2017 meeting was to secure assent from the FCT for the inclusion of the "resource center" and to address any other final changes FCT might require in order to verify compliance with the non-negotiable terms of the FCT grant prior to finalization of the 90% plan. The draft 90% plans, dated July, 2017, reflect the FCT-required additions that were raised during the April, 2017 meeting.

All CRA Advisory Committee minutes are routinely provided to City Council. The following timeline of the City Council actions and discussions, conversations before the Advisory Committee, along with a final address to the Board of County Commissioners pertaining to the federal Restore Act grant, establish the difficulties and obstacles encountered by the City during the governmental grant processes.

The county, state, and federal governmental agencies modified funding, project submittal and compliance requirements in the middle of the concurrent development and design processes, and continually created unanticipated delays beyond the control and knowledge of the city staff:

- March 16, 2015, Council meeting: “Motion by Councilmember Trammell, seconded by Councilmember Ramswell, to authorize City staff to submit applications to ORAC (Okaloosa County Restore Act Committee) by May 8th for the first cycle of funding for the following projects (included Heritage Park) passed 7-0.
- June 1, 2015, Council meeting: The City Manager announced that the preliminary ranking for the initial pot of money for the Restore funds by the consultants for the county showed Clement Taylor Park renovations ranked #7 and the Royal Melvin Heritage Park ranked #14; and that the city was scheduled to make a presentation in mid-June. He indicated the final ranking would be conducted by the ORAC Committee, and subsequently submitted to the Okaloosa Board of County Commissioners for final review and approval.
- August 12, 2015, Harbor CRA AC: The Development Manager explained the solicitation for the grant was ahead of schedule, and that the project was ranked very high on the Restore Act funding, that it appeared the project would get over \$1 million in funding and the committee should expect to see the preliminary plans for the building sometime the following winter.
- January 19, 2016, Council meeting: The City Manager noted the City had \$1,250,000 Restore Act grant funds to build the park and it was important to resolve this issue and move forward with the construction of the park.
- May 11, 2016, Harbor CRA AC: Responding to a question about the grant from committee member Green, the Development Manager noted that they hoped to have the park started after the 100 days of summer, or the City could lose the grant.
- May 16, 2016, Council meeting: Councilmember Braden inquired about the status of the Heritage Park situation. In his response, the Mayor added that even if they get an agreement (in mediation) they cannot start physical construction until they receive the grant money, which should happen in the September/October time frame. However, they would be able to continue finalizing the engineering drawings and be shovel-ready in anticipation of the grant money.
- July 18, 2016, Council meeting: Grant Manager Lindsey Chabot announced that on July 28th, 2016, the Restore Act consultant would meet to outline the implementation schedule of projects. She gave a comprehensive presentation on the background and current status of the project and grant, including the fact that there is only this one pot of money for individual counties, and \$1.25 million of it was allocated for this project. She reiterated the prospect of losing the grant if they do not proceed with the park plan and raised the possible risk of having to repay the FCT grant money of nearly \$2.5 million dollars and of the potential damage to the city’s reputation with the state. At that meeting, Councilmember Foreman also emphasized they are facing the deadline and would lose the money if there was no action soon.
- February 8, 2017, Harbor CRA AC meeting: The Development Manager voluntarily updated the committee, stating that the city is still waiting for the Restore Act funds for the Royal Melvin Park and improvements to the Clement Taylor Park.
- March 8, 2017, Harbor CRA AC meeting: The Development Manager voluntarily updated the committee on the park project, noting that, due to revised FEMA Flood Elevation requirements, watertight doors had to be added for the Resource Center and restrooms, since the building couldn’t be moved north due to the location of a heritage oak tree. Responding to a question on timeframes, he responded that the funds application was still in Washington with the Federal Treasury review and work couldn’t be done until the city received funding.
- July 12, 2017, Harbor CRA AC meeting: Based on information provided by the Grant Manager, the Development Manager informed the committee that the state had started to release funds for Restore Act funding and that both the Royal Melvin Heritage Park and

Clement Taylor Park projects were fully funded. Shortly thereafter, the county informed the Grant Manager that applications would need to be resubmitted through the county to the Federal Treasury.

- September 18, 2017, Council meeting: Councilmember Braden questioned the status of grants, asserting that council was advised a year before that funding was available to begin construction. The City Manager reiterated that funds for construction were dependent upon the Restore grant, and informed the council that staff had submitted, *for the third time*, a grant application to the county, that the Board of County Commissioners would still need to vote on all submitted grant applications before final approval could be granted.
- October 2, 2017, Council meeting: Councilmember Braden once again requested an update on the grant funding for Royal Melvin Heritage Park. The City Manager replied it is still in process, that the county had not yet uploaded the grants to the Treasury Department and had not provided a timeline for completion.
- October 11, 2017, Harbor CRA AC meeting: The Deputy City Manager, during discussion of the strategic goals and work plans for the committee, explained that the measurable outcomes for the construction and funding sources are being delayed due to having to go before the Federal Government to reassert the grant funding for the construction through the County and they were still in that process.
- November 8, 2017, Harbor CRA AC meeting: The Deputy City Manager reiterated that the grant was at the Federal Treasury level for final funding approval.
- June 18, 2018, Council meeting: Councilmember Braden proposes a motion that City Attorney Burns draft a letter for FCT and County regarding status of park and potential for changes that might be affected by approval of the grant. City Manager notes that she can draft the letter. City Attorney Burns suggests she craft the letter, and he'll review it. Councilmember Ramswell requested clarification on whether the item required a motion. It was noted that Councilmember Braden proposed a motion; the subsequent motion passed unanimously.
- June 19, 2018, Board of County Commission meeting: Kyle Bowman appeared before the County Commission stating he represented the City of Destin and City Attorney Jeff Burns, that the City Council had not approved the park plans, and that the Council wished to abate the grant.

The investigation and review of these records and other records generated by the City, City Advisory Boards and City Council show that the Deputy City Manager had been providing accurate and truthful information and briefings that showed the ever-changing obstacles encountered by him and the City's administrative staff. The frequent modifications to county, state, and federal government processes and requirements, together with the additional layers of bureaucracy, multiple submittals and reviews by multiple agencies, continued to delay the award of grant. Those events, which were beyond the control of the City's staff, but were addressed and resolved by them, were communicated to the Mayor, the City Council, and the Advisory Committee by many different members of staff, on multiple occasions.

A. Link to Strategic Goals / Objectives: N/A

B. Effect on Budget (EOB): N/A

C. Level of Service (LOS): N/A

III. CONCLUSION: After a thorough investigation of the concerns and allegations made at the July 16, 2018, City Council meeting against the Deputy City Manager, it has been determined that they are without merit and unwarranted. The actions taken by the Deputy City Manager were

properly performed as he was directed, were consistent with his job responsibilities and authority, and done in the best interests of the City. Furthermore, I recommend that members of the City Council follow customary procedures and not voice concerns about administrative staff in public meetings. Private conversations with the City Manager and subsequent investigation by Human Resources, allow a knowledgeable, researched, and fact-based discussion, to ensure fundamental fairness, equity, and due process protections for all parties, particularly the City's employees and officers. This process eliminates the potential risks and harm of unwarranted and unlawful disparagement or defamation or violations of other related statutory or civil rights.

IV. RECOMMENDED MOTION: None

Attachments:

1. Letters of Support CC080618
2. TetraTech Email re FCT Mtg
CC080618



Office of the City Manager

4200 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-837-4242 | Fax: 850-650-9250 | www.cityofdestin.com

February 12, 2014

Visit Florida,

On behalf of the City of Destin, I would like to express the city's support of the **Destin Area Chamber of Commerce's annual Visitor's Guide and Membership Directory**. It is our understanding that your organization provides grants for projects like this, and we ask for your consideration.

The chamber is a vital part of our community, and this guide plays a large role in the chamber's ability to serve Destin and promote our wonderful businesses and attractions to visitors. The guide also provides essential information for those looking to relocate their business and/or home, adding to the business development and economic development of Destin.

It is important to the City of Destin that the Destin Area Chamber of Commerce's annual Visitor's Guide and Membership Directory be published and distributed throughout our community, and a grant from Visit Florida will go a long way in making this happen.

Thank you,

Maryann Ustick
City Manager





Office of the City Manager

4200 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-837-4242 | Fax: 850-650-9250 | www.cityofdestin.com

February 14, 2013

Visit Florida,

On behalf of the City of Destin, I would like to express the city's support of the **Destin Area Chamber of Commerce's annual Visitor's Guide and Membership Directory**. It is our understanding that your organization provides grants for projects like this, and we ask for your consideration.

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Thank you,

Maryann Ustick
City Manager





Office of the City Manager

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March 22, 2013

F.E.I.D. # 59-2480854007

Promotional Fund
DHECC Claims Administrator
P.O. Box 50939
New Orleans, LA 70150-0939

SUBJECT: GULF TOURISM AND SEAFOOD PROMOTIONAL FUND REQUEST

Dear Claims Administrator:

The City of Destin, Florida, is known as "the world's luckiest fishing village," and a lot of its economic success depends on a productive artificial reef program. Artificial reefs are essential to the local charter boat fleet and the local private boat fishing fleet. Estimates of economic impact range over 100 million dollars annually. With only one or two public reef sites built per year, and with the length of time involved in the reef site becoming prolific, the need for continued public reef building on a large scale is absolutely essential. The City of Destin has traditionally designated funding in its annual budget for artificial reef building, but a downturn in revenues has halted our progress.

Thanks to Florida's Fish and Wildlife Conservation Commission and a strong partnership with Okaloosa County and neighboring towns, the City of Destin has, over the last decade, constructed several small reefs, using the latest environmentally safe materials and configurations. Post-monitoring of the deployment sites shows flourishing fish habitats that include snapper, grouper, and amberjack.

More than ever we need to build on those successes, and a wonderful opportunity has been presented to us. Eglin Air Force Base, the Mid Bay Bridge Authority, and the City of Fort Walton Beach, all in Okaloosa County, have tons of aggregate material to dispose of and would like to donate it for artificial reefs. The only cost Okaloosa County and the City would incur is that of deployment and on-going monitoring. Our two entities could deploy hundreds of tons of premium reef material each in our two larger area sites. Obtaining funding from the Gulf Tourism and Seafood Promotional Fund for our deployment costs would make it possible to truly enhance our coastal community's commercial and recreational seafood habitat.

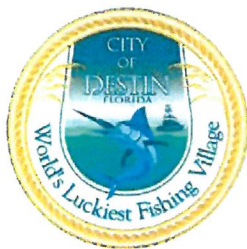
Thank you for this opportunity and your consideration of our proposal.

My best regards,

Maryann Ustick

City Manager





Office of the City Manager

4200 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-837-4242 | Fax: 850-650-9250 | www.cityofdestin.com

January 28, 2015

Visit Florida,

On behalf of the City of Destin, I would like to express the city's support of the **Destin Area Chamber of Commerce's annual Visitor's Guide and Membership Directory**. It is our understanding that your organization provides grants for projects like this, and we ask for your consideration.

The chamber is a vital part of our community, and this guide plays a large role in the chamber's ability to serve Destin and promote our wonderful businesses and attractions to visitors. The guide also provides essential information for those looking to relocate their business and/or home, adding to the business development and economic development of Destin.

It is important to the City of Destin that the Destin Area Chamber of Commerce's annual Visitor's Guide and Membership Directory be published and distributed throughout our community, and a grant from Visit Florida will go a long way in making this happen.

Thank you,

Greg Kisela
City Manager





Office of the Mayor

4200 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-837-4242 | Fax: 850-650-9250 | www.cityofdestin.com

April 28, 2015

Kenneth L. Ellis
Traffic Safety Administrator
Florida Department of Transportation
Safety Office – Grant Section
605 Suwannee St., MS 53
Tallahassee, FL 32399

Dear Mr. Ellis:

The City of Destin contracts annually with the Okaloosa County Sheriff's Office to provide its police services. The attached Highway Safety Concept Paper requesting \$75,000 for DUI Enforcement is for the addition of that policing capability solely within the City limits of Destin. The funding is being pursued by the Okaloosa County Sheriff's Office under its contract with the City of Destin.

The City of Destin ranks #3 in alcohol-related crashes and fatalities in its population group within the State of Florida. Because of our high tourist and local visitor population, our basic police services for our citizens are insufficient. Receipt of the additional funding will add nearly 1,800 hours of additional enforcement targeted directly at impaired driving within the city limits of Destin. These additional hours are particularly critical during Spring Break and the 100 Days of Summer.

Destin wholeheartedly supports this grant and sincerely appreciates the Okaloosa County Sheriff's Office initiative to assist the City in decreasing its number of DUI incidents and making our roadways safer.

Sincerely,

Mel Ponder
Mayor





Office of the City Manager

4200 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-837-4242 | Fax: 850-650-9250 | www.cityofdestin.com

February 8, 2016

Visit Florida,

On behalf of the City of Destin, I would like to express the city's support of Destin's 7th Bayou, Bay & Beach 5K Run/Walk, 10K & Half Marathon. We request your consideration of a Cultural, Heritage, Rural and Nature Marketing Grant for this program.

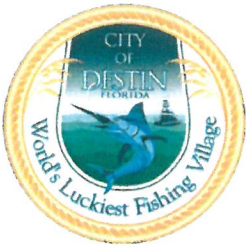
The Chamber is a vital part of our community and works to bring attention to the resources our area offers its visitors. It also holds events, such as this one, that showcase the natural beauty of the area, while bringing visitors to patronize our local accommodations, restaurants, retail businesses, and more, during the slower months of the year. The Choctawhatchee Basin Alliance of Northwest Florida State College, the organization that monitors and protects the health of the Choctawhatchee watershed, receives a portion of race proceeds.

A grant from VISIT FLORIDA will help the Destin Chamber to continue to grow this event, while marketing it to a wider audience of runners and their families who might discover Destin and its beautiful amenities for the first time.

We appreciate your consideration.

Greg Kisela
City Manager





Office of the Mayor

4200 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-837-4242 | Fax: 850-837-3267 | www.cityofdestin.com

February 28, 2017

Mr. Dan Chadwick
Director of Real Estate
Dick's Sporting Goods, Inc.
345 Court Street
Coraopolis, PA 15108

Dear Mr. Chadwick,

On behalf of the Destin City Council and the citizens of Destin, Florida, I would like to invite Dick's Sporting Goods, Inc., to become a member of our growing business community. Our vision is to be a world-class beach, fishing and family-friendly resort destination. Providing quality development and revitalization is a strategic focus for the City of Destin, adopted and embraced by both the city council and staff. We are committed to ensure a bright economic future and quality of life for our citizens by creating enhanced employment opportunities and expanding our local tax base through the recruitment of quality businesses such as Dick's Sporting Goods, Inc.

Our city council understands the importance of a diversified economy, and we know that your business would be embraced and patronized by both local and regional customers, including the significant number of tourists that visit our city throughout the year. For example, last June and July our Morgan Sports Center hosted six weeks of regional baseball and softball tournaments totaling 445 teams. This multi-use sports complex is located less than half a mile from the proposed site of your new store.

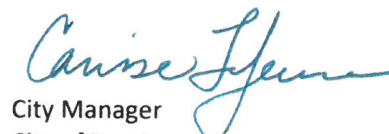
Our Parks and Recreation Department is rapidly growing our sports tourism as we look for and create additional opportunities to offer regional league competitions at the Morgan Sports Center and other facilities throughout the city. We recognize there are no major sporting goods retailers of your caliber in the Destin area, and we view your investment in our city as an asset to our economic growth.

Because of transitional changes within our Planning Division in 2016, we were not able to offer expedited review and permitting services. However, we have recently recruited a new community development director and have made several staffing and organizational changes. Our goal is to provide continuous, high-quality customer service.

Our sincere hope is that Dick's Sporting Goods, Inc., will consider becoming part of Team Destin as one of our most valued retail partners. I invite you to visit our beautiful resort community to meet with me and our city manager to discuss what we can do to assist you.

Thank you,


Mayor
City of Destin


City Manager
City of Destin



Cc:
Destin City Council
City of Destin Development Manager
City of Destin Community Development Director
Park Grimmer, Emerald Coast Centre

Steven Schmidt

From: Vanderwalker, Timothy <Timothy.Vanderwalker@tetrattech.com>
Sent: Thursday, July 26, 2018 7:30 AM
To: David Campbell
Cc: Steven Schmidt; Bomar, Michael
Subject: RE: Heritage Park

David,

Thank you for the email. I will do my best to describe things from our April 2017 meeting. At the time of the meeting, the 60% Design had been submitted 2.5-3 years earlier to the City and we had reviewed and discussed it on various occasions with City staff. Following this submittal, the following items occurred prior to the preparation of our 90% Design Submittal.

- 60% Design Review with City staff
- Input from the City's Grant Coordinator regarding grant conditions, specifically the floor plan of the building
- Input from the City's Community Development Department concerning the revised Flood Plain impact analysis
- Removal of splash pad elements in the Site Plan
- Design alternatives related to the adjacent property's owner's lawsuit against the City
- Revised Floor Plan to address grant condition comments

The drawings discussed at the referenced FCT meeting were our working drawings comprised of sheets of varying completeness. Some of the sheets were unchanged from the 60% while other sheets were in the process of being revised based on the preceding items above. The floor plan discussed was a working drawing with concept changes to the 60% for discussion with the City and FCT. The intent of this working drawing was to be a work in progress to address and satisfy FCT's comments and grant conditions in our future 90% set of plans. Since we do not change drawing title blocks until a complete formal submission, the title block on sheets discussed would have reflected the most recent formal submittal prior to our FCT meeting, 60%, even as working drawings or edited 60% plans.

Hopefully this helps explain how there could be the impression that 60% or revised 60% or Draft 90% sets of plans were in hand, but the 90% complete plans were not complete until July 6, 2017.

Thank you,
Tim

Timothy A. Vanderwalker, PE, CDT | Project Manager
Direct: 407.480.3948

From: David Campbell <dcampbell@cityofdestin.com>
Sent: Wednesday, July 25, 2018 3:48 PM
To: Vanderwalker, Timothy <Timothy.Vanderwalker@tetrattech.com>; Steven Schmidt <sschmidt@cityofdestin.com>
Subject: Heritage Park

Tim,

There has been some confusion as to which plans were presented to the FCT when you met City Staff there on April 13, 2017. My records show that prior to the meeting we sent 60% plans to them via email as well as the proposed 90% floor plans. I remember you brought plans with you as well. Can you tell me what your records show?

Thanks,

David O. Campbell, PE
Public Services Director/City Engineer
City of Destin

4200 Indian Bayou Trail
Destin, Florida 32541
Phone: 850-837-4242
Mobile: 850-685-3603
Fax: 850-837-3267
E-mail: dcampbell@cityofdestin.com
Website: www.cityofdestin.com

Would you like to complete the on-line survey? www.cityofdestin.com/cssurvey

"Please Note: Florida has a very broad public records law. Most written communications to or from the City of Destin officials are public records available to the public and media upon request. Your e-mail address and communications may therefore be subject to public disclosure."

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Ordinance

TO: City Council

THRU: Jennifer Bryla, Community Development Director
Kimberly Kopp, Land Use Attorney
Carisse LeJeune, City Manager

FROM: Stuart Campbell, Planning Manager

DATE: July 25, 2018

SUBJECT: First reading of Ordinance 18-15-LC Wheeled Vehicle on the Beach

I. BACKGROUND:

1. Consistent with the Comprehensive Plan 2020 Goals, Objectives and Policies, it is a strategic objective of the City Council to periodically amend the Land Development Code to strengthen and improve regulatory efficiency.

This ordinance is related to the use of wheeled vehicles on public and private areas of the City's Beaches. Recently, the City of Destin has seen an increase in the amount of wheeled vehicles driving on privately owned beach property. Driving on the beach is not only aesthetically displeasing, it is also dangerous for beachgoers. Additionally, driving wheeled vehicles on the beach can be damaging to the ecosystem, including the beach fauna and flora. It is widely recognized that beach driving can cause serious ecological impacts by potentially destroying nesting areas for sea turtles and birds. Pristine beaches, clear of vehicle tracks, allow the recovery of all coastal organisms that benefit from the lack of disturbance and compacting of the substrate by the heavy vehicles.

The City's Land Development Code Section 11.08.02 bans the use of wheeled vehicles on the beach but is not clear as to whether driving vehicles on private beaches is prohibited. Therefore, the purpose of this ordinance is to amend the Land Development Code to clearly and unequivocally prohibit the use of all wheeled vehicles on all beaches in the Destin City limits, regardless of property ownership status.

On July 19, 2018, the Local Planning Agency found Ordinance No. 18-15-LC consistent with Comprehensive Plan: 2020, and recommended the adoption of said Ordinance by City Council by a vote of 5-0. (Motion- Shelton, 2nd - McDowell).

II. DISCUSSION:

1. The purpose of this ordinance is to balance the comfort and convenience of tourists and local beach-goers with the need to protect the health, safety and welfare of those on the beach, as well as, prevent negative environmental impacts stemming from the use of wheeled vehicles on the beach. The City's intent is to not interfere with the enjoyment and comfort of beach goers and this Ordinance will not prohibit or hinder the level of beach access currently enjoyed by both locals and tourists.

Section 11.08.02. Regulation of the use and conduct on the beach.

Section 11.08.02(C) of the Land Development Code is amended to include the following underlined language:

C. Wheeled vehicles. The use of wheeled vehicles, other than emergency and or public safety vehicles, turtle nest monitoring, baby strollers, or equipment for mobility-impaired persons, or other similar non-motorized vehicles, is prohibited except by special permit issued by the City Manager, or her designee. It shall be unlawful for any person to drive, or cause to be driven, an unpermitted wheeled vehicle on any beach within the Destin City Limits. This clause is applicable regardless of whether the beach is privately owned or open to the public. Violations of this clause shall subject the violator to code enforcement proceedings, criminal prosecution, or both. Anyone in violation of this clause shall be guilty of a second degree misdemeanor and, upon conviction thereof, shall be fined or imprisoned, or both, as provided by law, and in addition shall pay all costs and expenses incurred in the prosecution of such violation.

Public Safety Vehicles. The use of law enforcement, fire, or ambulance vehicles that are parked, or driven, in furtherance of their public service responsibilities, are not prohibited on any beaches within the Destin City Limits.

A. Link to Strategic Goals / Objectives:

1. Goal 4 High quality of life and safety for families.

B. Comprehensive Plan Consistency;

Proposed Ordinance No. 18-15-LC is consistent with:

- Policy 1-1.1: Urban Design Standards and Design Criteria.
- Policy 7-1.1.4 Maintain Existing Recreation Land and Facilities

B. Effect on Budget (EOB): There is not any anticipated effect on the budget.

C. Level of Service (LOS):

Enhancement of the City's recreational Level of Service standards anticipated.

III. CONCLUSION: The amended language of the Land Development Code clearly and unequivocally prohibit the use of all wheeled vehicles on all beaches in the Destin City limits, regardless of property ownership status.

IV. RECOMMENDED MOTION: I move that the City Council approve Ordinance 18-15-LC on 1st Reading and direct staff to schedule a 2nd Reading for final adoption.

Attachments:

1. 8.06.18 Ord. 18-15-LC - Beach Driving Ordinance - Exhibit A

ORDINANCE NO. 18-15-LC

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA RELATING TO THE USE OF WHEELED VEHICLES ON PUBLIC AND PRIVATE AREAS OF THE BEACH; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR AN AMENDMENT TO LAND DEVELOPMENT CODE SECTION 11.08.02.; PROVIDING FOR INCORPORATION INTO THE LAND DEVELOPMENT CODE; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 1. AUTHORITY.

The authority for enactment of this Ordinance is Article 1, Section 1.01 (b) of the City Charter, Section 166.021, Florida Statutes and Chapter 163, Part II, Florida Statutes.

SECTION 2. FINDINGS OF FACT.

WHEREAS, the City of Destin has seen an increase in the amount of vehicles driving on privately owned beach property; and

WHEREAS, Driving on beach is aesthetically displeasing and dangerous for beach strollers as well as damaging to the ecosystem and large-scale prohibition of driving may bring back the beach fauna and flora; and

WHEREAS, Land Development Code Section 11.08.02 bans the use of wheeled vehicles on the beach but is not clear as to whether driving vehicles on private beaches is prohibited; and

WHEREAS, the City Council has deemed it necessary to amend the existing Land Development Code to clearly and unequivocally prohibit the use of all wheeled vehicles on all beaches regardless of who owns the beach; and

WHEREAS, the City Council desires to balance the comfort and convenience of tourists and local beach-goers with the need to protect the health, safety and welfare of those on the beach as well as prevent negative environmental impacts stemming from the use of wheeled vehicles on the beach; and

WHEREAS, the City of Destin promotes tourism, including appreciation and enjoyment of the City's abundant preserved natural areas, pristine beaches, and walking and bicycling paths that make the City of Destin unique among Florida's coastal municipalities; and

WHEREAS, many coastal jurisdictions in the State of Florida, and across the nation, have standards in place to minimize the negative impacts caused by vehicular activity on both public and private beaches; and

WHEREAS, pristine beaches, clear of vehicle tracks, allow the recovery of all coastal organisms that benefit from the lack of disturbance and compacting of the substrate by the heavy vehicles; and

WHEREAS, it is widely recognized that beach driving can cause serious ecological impacts by potentially destroying nesting areas for sea turtles and birds; and

WHEREAS, in *Proposed Rule - Endangered and Threatened Wildlife and Plants; Designation of Critical Habitat for the Northwest Atlantic Ocean Distinct Population Segment of the Loggerhead Sea Turtle* (Federal Register, March 25, 2013) it is stated that, "Beach driving has been found to reduce the quality of loggerhead nesting habitat in several ways. In the southeastern United States, vehicle ruts on the beach have been found to prevent or impede hatchlings from reaching the ocean following emergence from the nest (Hosier et al. 1981, p. 160; Cox et al. 1994, p. 27; Hughes and Caine 1994, p. 237). Sand compaction by vehicles has been found to hinder nest construction and hatchling emergence from nests (Mann 1977, p. 96). Vehicle lights and vehicle movement on the beach after dark results in reduced habitat suitability, which can deter females from nesting and disorient hatchlings. If driving occurs at night, sea turtles could be run over and injured. Additionally, vehicle traffic on nesting beaches contributes to erosion, especially during high tides or on narrow beaches where driving is concentrated on the high beach and foredune."'; and

WHEREAS, shore erosion can be caused by careless beach driving; and

WHEREAS, beach driving can pose a serious safety hazard to beach goers and there have been injuries and deaths to beach goers caused by vehicles in coastal areas where beach driving is allowed; and

WHEREAS, the City Council does not wish to interfere with the enjoyment and comfort of beach goers and this Ordinance will not prohibit or hinder the level of beach access currently enjoyed by both locals and tourists; and

WHEREAS, the City Council has determined that this ordinance is consistent with the adopted comprehensive plan and is in the best interests of the City and its citizens; and

WHEREAS, a public hearing has been conducted after due public notice by the Local Planning Agency and its recommendations reported to the City Council; and

WHEREAS, a public hearing has been conducted by the City Council after due public notice.

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

NOTE: Language in all sections of this ordinance that is ~~strike-thru~~ is language

proposed to be deleted, underline language is language to be added, language that is not in strike-thru or underlined is not to be changed. The symbol *** represents sections of the Land Development Code that have been skipped and remain unchanged.

SECTION 3. AMENDMENT OF LAND DEVELOPMENT CODE SECTION 11.08.02.

Section 11.08.02 of the Land Development Code is hereby amended as follows:

- C. Wheeled vehicles. The use of wheeled vehicles, other than emergency ~~and~~ or public safety vehicles, turtle nest monitoring, baby strollers, or equipment for mobility-impaired persons, is prohibited except by special permit issued by the City Manager, or her designee. It shall be unlawful for any person to drive, or cause to be driven, an unpermitted wheeled vehicle on any beach within the Destin City Limits. This clause is applicable regardless of whether the beach is privately owned or open to the public. Violations of this clause shall subject the violator to code enforcement proceedings, criminal prosecution, or both. Anyone in violation of this clause shall be guilty of a second degree misdemeanor and, upon conviction thereof, shall be fined or imprisoned, or both, as provided by law, and in addition shall pay all costs and expenses incurred in the prosecution of such violation.

Public Safety Vehicles. The use of law enforcement, fire, or ambulance vehicles that are parked, or driven, in furtherance of their public service responsibilities, are not prohibited on any beaches within the Destin City Limits.

SECTION 4. INCORPORATION INTO LAND DEVELOPMENT CODE. This ordinance shall be incorporated into the City of Destin's Land Development Code and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

SECTION 5. CONFLICTING PROVISIONS. Special Acts of the Florida Legislature applicable to the incorporated area of the City of Destin, City Ordinances and City Resolutions, or parts, thereof, in conflict with the provisions of this ordinance are hereby superseded by this ordinance to the extent of such conflict.

SECTION 6. 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.

SECTION 7. EFFECTIVE DATE. This ordinance shall become effective upon its adoption by the City Council and signature by the Mayor.

ADOPTED this ____ day of _____, 2018.

Gary Jarvis, Mayor

ATTEST:

Rey Bailey, City Clerk

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, Land Use Attorney

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Ordinance

TO: City Council

THRU: Carisse LeJeune, City Manager
Kimberly Kopp, Land Use Attorney

FROM: Jennifer Bryla, Community Development Director

DATE: July 25, 2018

SUBJECT: First reading of Ordinance No. 18-16-LC, Vested Rights Process

I. BACKGROUND:

The Future Land Use Element of the current Comprehensive Plan for the City of Destin, Policy 1-2.1-5: Grandfather Clause, states that "Existing land uses that were lawfully conforming uses prior to the effective date of the Comprehensive Plan shall continue as lawful uses and shall be regulated through administrative remedies for vested rights issues that shall be included in the LDC." Currently there are no existing administrative processes for determining vested rights written in the LDC. Previously, vesting appears to have been at the discretion of the City Manager.

The City Land Use Attorney previously presented the City Council with a proposed process for vested rights determinations, and the City Council subsequently directed the City Land Use Attorney and City Attorney to work together to simplify the proposed process. Both the City Land Use Attorney and the City Attorney have reviewed the proposed Ordinance and have considered comments by Community Development Staff.

On July 19, 2018, the Local Planning Agency found Ordinance No. 18-16-LC consistent with Comprehensive Plan: 2020, and recommended the adoption of said Ordinance by City Council by a vote of 5-0 (Motion - Shelton, 2nd McDowell).

II. DISCUSSION:

The intent of the attached proposed regulations is to establish a procedure for vested rights determinations under Policy 1-2.1.5, in order to provide for an

equitable process for the determination of whether a property owner has vested rights. As currently proposed, a property owner could apply to the City Council for a vested rights determination by demonstrating that they fall into one of three clearly outlined categories, as detailed in the Ordinance. Also, the Ordinance specifically prohibits any change to add a new land use, or to change the vested mix of land uses that alters the basic character of the vested development, or any change in access to the project that would increase the project's transportation impacts.

A. Link to Strategic Goals / Objectives: 5B Enhance opportunities for economic growth and diversity within the City.

B. Effect on Budget (EOB): There is not any anticipated effect on the budget at this time.

C. Level of Service (LOS): There is not anticipated effect on the City's Level of Service at this time.

III. CONCLUSION:

The proposed regulations establish a clear process for the City to follow when a request for a vested rights determination is received, and puts the ultimate decision-making into the hands of the City Council. The process provides that applications would be submitted to the City Manager, who would consult with the city attorneys and city staff in reviewing a vested rights determination application to determine sufficiency of the application. The application would then be scheduled for a public hearing before the City Council, who would make a final determination as to whether a vested rights determination is granted. Any appeal of the City Council's decision would be by writ of certiorari in the circuit court.

IV. RECOMMENDED MOTION: I move that the City Council approve Ordinance 18-16-LC on 1st Reading and direct staff to schedule a 2nd Reading for final adoption

Attachments:

1. 8.06.18 Ord. 18-16-LC - Vested Rights Determination - Exhibit A

ORDINANCE NO. 18-16-LC

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA AMENDING ARTICLE 2 OF THE LAND DEVELOPMENT CODE TO ESTABLISH A PROCESS FOR VESTED RIGHTS DETERMINATIONS; PROVIDING FOR INTENT; PROVIDING FOR ELIGIBILITY TO APPLY FOR A VESTED RIGHTS DETERMINATION; PROVIDING FOR APPLICATION REQUIREMENTS, APPLICATION CATEGORIES, AND APPLICATION PROCEDURES; PROVIDING FOR APPEALS; PROVIDING FOR ULTRA VIRES PROTECTIONS; PROVIDING FOR NOTICES TO THE STATE; PROVIDING FOR AUTHORITY; PROVIDING FOR INCORPORATION INTO THE LAND DEVELOPMENT CODE; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Article VIII, Section 2 of the Florida Constitution, and Chapter 166, Florida Statutes, provide municipalities the authority to exercise any power for municipal purposes, except where prohibited by law, and to adopt ordinances in furtherance of such authority; and

WHEREAS, pursuant to the requirements of section 163.3164, et seq., Florida Statutes, the Community Planning Act, (hereinafter “Community Planning Act”) the City of Destin has adopted and has in effect a Comprehensive Plan; and

WHEREAS, the City Council and the City’s Local Planning Agency have previously undertaken the necessary studies and have adopted a Comprehensive Plan to guide and control growth in the city; and

WHEREAS, Policy 1-2.1.5 of the City’s adopted Comprehensive Plan provides that existing land uses that were lawfully conforming uses prior to the effective date of the Comprehensive Plan continue as lawful uses; and

WHEREAS, Policy 1-2.1.5 of the City’s adopted Comprehensive Plan requires that implementing regulations and administrative remedies be set forth in the City’s Land Development Code for vested rights issues;

WHEREAS, the City Council desires to adopted implementing land development regulations consistent with the adopted Comprehensive Plan in accordance with the Community Planning Act; and

WHEREAS, the City Council of the City of Destin recognizes that there is insufficient parking in the City to serve additional development within the City limits, and as such, new development and redevelopment must provide sufficient parking for the development being proposed; and

WHEREAS, the City Council desires to balance the welfare and quality of life of its citizens and tourist population, and of all the public, with the rights of private property owners; and

WHEREAS, the City Council of the City of Destin, Florida hereby finds this Ordinance to be in the best interests of the public health, safety, and welfare of the citizens of the City of Destin, Florida; and

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

Section 1. Recitals. The foregoing recitals are hereby incorporated herein by this reference.

Section 2. Creation of Section 2.26.00, of Article 2 of the Land Development Code.

The City of Destin Land Development Code, Article 2, Section 2.26.00 is hereby created as follows: Underlined language is language proposed to be added and * * * represents sections of the Land Development Code that have been skipped and remain unchanged.

Article . 2 Administration.

* * *

Section 2.26.00 Vested Rights Determinations.

For purposes of this entire Chapter on Vested Rights Determinations, the term “and” is conjunctive, and the term “or” is disjunctive.

Section 2.26.01. Intent.

This chapter is intended to provide implementing land development regulations consistent with Policy 1-2.1.5 of the City’s adopted Comprehensive Plan.

A. The intent of the procedure for Vested Rights Determinations is to provide for a fair and equitable process for the determination of whether a property owner has vested rights as of April 2, 2018.

B. The purchase of property in reliance on then existing zoning, without more, shall not vest the purchaser's right to develop in accordance with said zoning.

C. The City does not deem there are any applicants eligible for Vested Rights within the City, wherein the claimed Vested Right would allow a property owner to not provide parking onsite of the proposed development, for one hundred percent of the maximum allowed occupancy, whether commercial or residential, of the proposed project.

D. The City deems that no Applicants shall receive recognition of a Vested Right that impermissibly obligates the City to provide its credit for the benefit of the Applicant.

Section 2.26.02. Eligibility to Apply for a Vested Rights Determination

A. This process is only available to property owners who personally, or through their predecessors in title, can provide written proof that prior to April 2, 2018, they applied to the City of Destin to build something on the property that was never built on a specific parcel of property, and that they are able to meet one of the three categories of applications set forth below in section 2.26.03.

B. The scope of any such request for a Vested Right shall be limited to what was applied for in the original application filed with the City prior to April 2, 2018, and shall be further limited to any written input or opinions provided by staff at the time of the denial or approval. Any application relied upon by the Applicant, along with any input or opinions from staff, must be attached to any Application

submitted under this Chapter.

C. One may not apply if they are seeking a determination as to anything that was subject to an unexpired development order, which was pending as of April 2, 2018, and any building heights, density, and or intensity requirements in the unexpired development order shall continue to be legal after the date of the adoption of the Comprehensive Plan, and shall expire on the expiration date contained within the development order.

D. An Applicant may only submit one application for a Vested Rights Determination per parcel, which will require the Applicant to indicate which category the Applicant is applying under. The Categories are mutually exclusive, and Applicants shall only select one category for their application. If an Applicant selects more than one category, then the Application shall be summarily denied if not corrected within three (3) months of the effective date of this Chapter.

Section 2.26.03. Application Categories.

A property owner may make application to the City Council for a Vested Rights Determination if they fall within one of the three categories listed below.

A. Category One

i. The Applicant received a Development Order, which expired sometime in the five (5) calendar years prior to April 2, 2018, and prior to expiration of the Development Order, the Applicant conveyed and constructed a tangible public benefit, for the citizens of Destin, and said public benefit was completely conveyed and constructed prior to the expiration of the Development Order, with the Applicant incurring ascertainable monetary costs at the time of conveyance or construction.

ii. Any such written agreement evincing the Development Order must be attached to the application, and failure to do so will result in a summary denial of the application.

iii. This category of Applicant shall be eligible for a one (1) year revival of the expired Development Order subject to modifications of the design of the project within the Development Order, consistent with this section of the code.

iv. The project shall be modified to require all parking for the development be contained onsite, without any increase in the height, square footage, or footprint of the project.

v. Any order approving of an application from this section, may result in a reduced number of units for the development, and a potential redesign to include an onsite parking garage.

vi. An Order granting or denying an application under this section shall be filed in the public records of Okaloosa County.

B. Category Two

i. The Applicant is party to, or is the assignee of a party named to a fully performed written annexation agreement, and is/was promised certain development rights within the annexation agreement, said development rights not having a defined expiration/termination date within the annexation agreement.

ii. Any Applicant in this category shall be eligible to apply for an amendment to the

Annexation Agreement that will provide a vesting recognition of the development rights within the annexation agreement, with a maximum five (5) year expiration/termination of the development rights conferred within the annexation agreement.

iii. If the Annexation Agreement contains express and identifiable parking specifications that contradict Section I.C., above, then the contents of the Annexation Agreement shall control.

iv. Any such written agreement must be attached to the application, and failure to do so will result in a summary denial of the application.

v. An Order granting or denying an application under this section shall be filed in the public records of Okaloosa County.

C. Category Three

i. The Applicant previously applied for a Development Order, which was denied.

ii. Despite the denial, the Applicant can produce an express written agreement that expressly sets forth, on the face of the document itself, an identifiable vested development right benefitting the Applicant.

iii. Any such written agreement must be attached to the application, and failure to do so will result in a summary denial of the application.

iv. The Applicant shall be required to prove the following:

a. The applicant, prior to April 2, 2018, made a substantial change in position or has incurred extensive obligations or expenses.

b. The following are not considered development expenditures or obligations:

1. Expenditures for legal and other professional services that are not related to the design or construction of improvements;

2. Any form of Taxes paid, or incurred;

3. Expenditures for acquisition of the land, including purchase price and all closing costs.

4. Obligations to any third parties, including but not limited to investors or creditors of the Applicant.

v. This category of Applicant shall be eligible for a one (1) year revival of the expired Development Order subject to modifications of the design of the project within the Development Order.

vi. The project shall be modified to require all parking for the development be contained onsite, without any increase in the height, footprint, or square footage of the project.

vii. Any order approving of an application from this section, may result in a reduced

number of units for the development, and a potential redesign to include an onsite parking garage.

viii. An Order granting or denying an application under this section shall be filed in the public records of Okaloosa County.

Section 2.26.04. Procedure for Applying and Determining Vested Rights.

A. Applications for a vested rights determination shall be submitted to the city manager on a form to be provided by the city.

B. Such application must be filed within six (6) months after the Council passes this ordinance on second reading.

C. Failure to file an application within the required period will constitute an abandonment of any claim to vested rights.

D. The owner of the subject property must either sign the application or give written authorization

E. Judicial relief will not be available unless administrative remedies set forth in this article are exhausted.

F. The city manager, in consultation with the city land use attorney, and city attorney, and city staff, shall review a vested rights determination application for sufficiency, shall forward the request to the city council once it is deemed the Application includes all required information.

G. The city manager shall schedule a public hearing before the city council, which hearing shall be held not later than forty-five (45) days after receipt of an application, said hearing may be continued once, at the discretion of the City Council, upon request of the applicant to the City Council or for good cause.

H. Written notice of the date, time, place and purpose of the hearing shall be mailed by the city clerk to all owners of property located within one hundred fifty (150) feet of the boundaries of the property for which vested rights are sought, according to the latest certified tax roll. (For purposes of this article, such an owner is deemed a "party of record"). Said notice shall be mailed not later than fifteen (15) days prior to the date of the scheduled hearing. Additionally, notice will be published in a local newspaper of general circulation at least ten (10) days prior to the public hearing.

I. The Applicant shall provide a proposed Order to the City Council a minimum of ten (10) days prior to the hearing on the Application.

J. The city council shall render an order to either issue or deny a vested rights determination on the application.

K. The order shall be mailed to the applicant and shall include findings of fact and conclusions of law, and shall state specifically (i) what rights, if any, are vested; (ii) what laws or regulations those rights are vested against; and (iii) what limitations or requirements apply for the applicant to preserve those vested rights.

Section 2.26.05. Appeals.

A. Any appeal of a city council decision on a vested rights determination shall be by petition for certiorari review to the circuit court of Okaloosa County, Florida, based solely on the record of the hearing before the city council. The application forms shall contain a venue selection provision requiring venue to be in Okaloosa County.

B. The applicant is responsible for providing a verbatim transcript of the record of that hearing.

C. Such an appeal must be filed within thirty (30) days after the date the city renders its order.

Section 2.26.06. Prohibited clauses within Proposed Order.

Any proposed Order provided to the City Council shall not include:

A. Any change to add a new land use or to change the vested mix of land uses that alters the basic character of the vested development; or

B. Any change in access to the project that would increase the development's transportation impacts.

Section 2.26.07. Ultra Vires Revocation.

A vested rights determination shall be revoked by operation of law if the Applicant, the Applicant's predecessor in interest, the Applicant's principals or officers, or the Applicant's predecessor in interest's principals or officers, are found to have engaged in criminal or fraudulent activities during the negotiation, execution, or performance of any agreements related to either the application submitted under this Chapter, or within the actions that led to the formation of the proposed project as originally presented to the City prior to April 2, 2018.

Section 2.26.08. Notice of this Ordinance.

Any individual or entity who has applied to the City of Destin for any Development Order within the last five years, whom (1) owns waterfront property within the SHMU, CMU, or NHMU, (2) owns any undeveloped property along Highway 98, or (3) owns any undeveloped property south of Highway 98, shall be provided a copy of this ordinance mailed by certified mail return receipt requested.

Section 3. Incorporation into the Land Development Code.

This ordinance shall be incorporated into the Land Development Code, and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

Section 4. Conflicting Provisions.

All prior inconsistent ordinances and resolutions adopted by the City Council, or parts of prior inconsistent ordinances and resolutions in conflict herewith, are hereby repealed to the extent of the conflict.

Section 5. Severability.

If any section, subsection, sentence, clause, phrase, word or provision of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 6. Effective Date.

This ordinance shall become effective adoption by the City Council and signature by the Mayor.

ADOPTED THIS ____ DAY OF _____, 2018.

By: _____
Gary Jarvis, Mayor

ATTEST:

Rey Bailey, City Clerk

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, Esq.

First Reading: _____

Second Reading: _____

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Ordinance

TO:

THRU: Kimberly Kopp, Land Use Attorney
Carisse LeJeune, City Manager

FROM: Jennifer Bryla, Community Development Director

DATE: 7/25/18

SUBJECT: First Reading - Ordinance No. 18-17-LC Safety Zone Regulation

I. BACKGROUND:

1. The City of Destin is one of the most popular beach destinations for vacationers during the summer months. With the influx of visitors, the City Council has a desire to balance the expectations of the visitors to the City with the Council's acute awareness of safety concerns that may result from increased volumes of visitors on our beaches. This concern has been discussed with the Sheriff's office as well as the City's beach vendor business owners. The Community Development Department held a round table discussion with our beach vendor partners, the fire department, Sheriff Office and City code enforcement office. At that time, a safety corridor concept was introduced and was received with appreciation. The safety corridor will allow emergency personal a clear path to a victim in distress, in addition to providing beach vendors another tool to manage the crowds at the shoreline.

On July 19, 2018, the Local Planning Agency found Ordinance No. 18-17-LC consistent with Comprehensive Plan: 2020, and recommended the adoption of said Ordinance by City Council by a vote of 5-0 (Motion - McDowell, 2nd - Shelton).

II. DISCUSSION:

It is in the best interest of the citizens and visitors of the City of Destin to establish a 20' safety zone from the area of wet sand landward. This safety zone would provide a clear path for emergency personal and a clear site line for lifeguards to the water. This 20' safety zone would prohibit the placement of beach equipment or beach goers. This safety zone could be used for transgressing the beach and would not prohibit visitors from using this

space. It would just prohibit the placement of equipment.

A. Link to Strategic Goals / Objectives:

1. 4B. Improve public use and safety of city parks, waterways, and harbor.

B. Effect on Budget (EOB): There is no anticipated effect on the budget.

C. Level of Service (LOS): Enhancement of our beach/shoreline space is anticipated.

III. CONCLUSION:

Staff has worked diligently with vendors and emergency personal to develop a solution to the concerns voiced by each partner. Ordinance 18-17-LC balances the safety concerns of the City's partners with the expectations of our visitors. Staff recommends approval of the proposed Ordinance No. 18-17-LC, Safety Corridor Regulation and asks for approval by City Council.

IV. RECOMMENDED MOTION: I move that the City Council approve Ordinance 18-17-LC on 1st Reading and direct staff to schedule a 2nd Reading for final adoption.

Attachments:

1. 8.06.18 Ord. 18-17-LC - Beach Shore Safety Zone Ordinance - Exhibit A
2. 8.06.18 Ord. 18-17-LC - Beach Shore Safety Zone Ordinance - Exhibit B

Exhibit A

ORDINANCE 18-17-LC

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA CREATING A SAFETY ZONE FREE FROM EQUIPMENT ON THE BEACH SHORE; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR AN AMENDMENT TO LAND DEVELOPMENT CODE; CREATING DEFINITIONS; PROVIDING FOR INCORPORATION INTO THE LAND DEVELOPMENT CODE; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 1. AUTHORITY.

Section 163.3202, Florida Statutes, provides that the City of Destin shall adopt and enforce land development regulations for the purpose of implementing its comprehensive plan and protecting the public health, safety, and general welfare.

SECTION 2. FINDINGS OF FACT.

WHEREAS, the City Council has deemed it necessary to amend the existing Land Development Code to regulate the placement of beach equipment in a designated area on the beach shore in order to create a safety zone; and

WHEREAS, the City Council desires to balance the comfort and convenience of tourists and local beach-goers with the need to protect the health, safety and welfare of those on the beach and in the water; and

WHEREAS, beach-goers often place beach equipment including chairs, tents, umbrellas and related items in the wet area of the sand and 20 feet landward; and

WHEREAS, the placement of beach equipment in the wet area of the sand and 20 feet landward can obstruct the view of lifeguards and other safety personnel and can impede their vehicles/equipment when emergency circumstances dictate that public safety personnel quickly reach swimmers in distress and/or beach-goers experiencing an emergency medical crisis; and

WHEREAS, the City Council has determined that the area seaward of a line 20 feet above the mean high water line on beaches located within the City should be deemed a safety zone and the placement of beach equipment in that area should be prohibited; and

WHEREAS, the City Council does not wish to interfere with the enjoyment and comfort of beach goers and this Ordinance will not prohibit individuals from entering the safety zone; and

Exhibit A

WHEREAS, the City Council has determined that this ordinance is consistent with the adopted comprehensive plan and is in the best interests of the City and its citizens; and

WHEREAS, a public hearing has been conducted after due public notice by the Local Planning Agency and its recommendations reported to the City Council; and

WHEREAS, a public hearing has been conducted by the City Council after due public notice.

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

NOTE: Language in all sections of this ordinance that is ~~strike-thru~~ is language proposed to be deleted, underline language is language to be added, language that is not in strike-thru or underlined is not to be changed. The symbol *** represents sections of the Land Development Code that have been skipped and remain unchanged.

SECTION 3. AMENDMENT OF LAND DEVELOPMENT CODE SECTION 3.00.01 – DEFINITIONS. Section 3.00.01 – Definitions of the Land Development Code is hereby amended as follows:

3.00.01. Definitions. For the purpose of this Code, the following terms, phrases, words and their derivations shall have the meaning contained herein, except where the context clearly requires otherwise.

Beach Equipment: means an individual piece or group of equipment, furniture, tools or similar types of items that are customarily used for recreation on a beach. Beach equipment shall be limited to the following type of equipment: chairs, umbrellas, tents, tarps, pavilions, cabanas, canopies, sun-shelters, ice chests, vendor carts, non-motorized vehicles, bicycles, and any other ancillary equipment associated with those specific types of equipment.

Safety Zone: The area seaward of a line 20 feet landward of the mean high water line on all beaches located within the City.

11.08.03 B. Prohibition of the Placement of Beach Equipment in the Safety Zone.

It shall be unlawful for any person or entity to place or allow the placement of Beach Equipment or other similar personal articles within the Safety Zone on the beach in such a manner that they interfere with beach maintenance, nesting turtles, or emergency vehicles.

The following recreational activities are permitted for members of the public within the Safety

Exhibit A

Zone at the beach: walking; jogging; sitting on the sand, or on a beach towel or blanket; sunbathing; shell collecting; fishing; throwing a recreational object; building sand castles; and similar traditional recreational activities.

SECTION 4. INCORPORATION INTO LAND DEVELOPMENT CODE. This ordinance shall be incorporated into the City of Destin's Land Development Code and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

SECTION 5. CONFLICTING PROVISIONS. Special Acts of the Florida Legislature applicable to the incorporated area of the City of Destin, City Ordinances and City Resolutions, or parts, thereof, in conflict with the provisions of this ordinance are hereby superseded by this ordinance to the extent of such conflict.

SECTION 6. 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.

SECTION 7. EFFECTIVE DATE. This ordinance shall become effective upon its adoption by the City Council and signature by the Mayor.

ADOPTED _____

Gary Jarvis, Mayor

ATTEST:

The form and legal sufficiency of the foregoing has been reviewed and approved by the City Land Use Attorney:

Kimberly Romano Kopp, Land Use Attorney

Policy 7-1.1.1: Review Recreation Needs Annually. The City shall review recreation space and facility needs on at least an annual basis for compliance with the City's levels of service standards.

Policy 7-1.5.9: Review Plans and Policies. Review and amend as necessary existing plans and policies based on continuing analysis of problems and issues related to parks, recreation and open space. These analytical efforts shall include evaluation of major shifts in the indicators of supply and demand and shall be reviewed on a continuing basis. Identified future land and capital improvements shall be scheduled and programmed in the capital improvement program and budget.

TABLE 9-2
RECREATION SPACE LEVEL OF SERVICE STANDARDS

Beach/Shoreline Access	One (1) access point per one-half mile (i.e., 2,640 linear feet) of shoreline	N/A	Gulf Beach - designated dune crossover pedestrian pathway and bicycle parking facilities; showers, automobile parking, and picnic areas are desirable if land area can accommodate such facilities and public use warrants.
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CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Consent Agenda

TO: City Council

THRU: Carisse LeJeune, City Manager
David Campbell, Public Services Director
Lance Johnson, Recreation Manager
Bragg Farmer, Finance Director

FROM: Tim Pietenpol, Deputy Public Services Directory

DATE: July 16, 2018

SUBJECT: Request for Council Approval to Purchase FY 18 Budgeted Equipment

I. BACKGROUND: The Parks & Recreation staff requested \$29,400 for the purchase of 3 gators in the FY 18 budget. Council approved the initial request during the budget process.

II. DISCUSSION: Staff is requesting Council approve the purchase of the three gators utilizing the 2017/2018 Florida State Contract pricing.

A. Link to Strategic Goals / Objectives: Enhanced Quality of Life, I.C.2., I.C.3, I.C.4, I.C.5 and III. Organizational Excellence, III.A.1

B. Effect on Budget (EOB): This item is in the FY18 Budget.

C. Level of Service (LOS): The new equipment allows for continued servicing of City parks and facilities.

III. CONCLUSION: The gators allow for the maintenance of parks and facilities.

IV. RECOMMENDED MOTION: I move that \$29,298.55 be approved for the purchase of 3 gators and authorize the City Manager to purchase the items under the Florida State Purchasing Contract in an amount not to exceed \$29,299.

Attachments:

1. Quote



JOHN DEERE



Selling Equipment

Quote Id: 17670420

Customer Name: CITY OF DESTIN PUBLIC WORKS

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Beard Equipment Company
3195 W Nine Mile Road
Pensacola, FL 325349444
850-476-0277
JohnDeereEmails@beardequipment.com

JOHN DEERE HPX615E (MY18)

Contract: FL Ag & Lawn Equip 21100000-15-1 (PG F2 CG 22)

Suggested List *

\$ 13,579.08

Price Effective Date: April 20, 2015

Selling Price *

\$ 11,949.59

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
57G0M	HPX615E (MY18)	1	\$ 10,299.00	12.00	\$ 1,235.88	\$ 9,063.12	\$ 9,063.12
Standard Options - Per Unit							
001A	US/Canada	1	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
0505	Build To Order	1	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
1011	High-Performance All-Purpose (HPAP) Tires	1	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
2006	Bench Seat Yellow	1	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
3006	Deluxe Cargo Box with Polyurea Liner, Brake, Tail Lights and Light Protector	1	\$ 516.00	12.00	\$ 61.92	\$ 454.08	\$ 454.08
3100	Cargo Box Power Lift	1	\$ 849.00	12.00	\$ 101.88	\$ 747.12	\$ 747.12
4000	OPS with Nets	1	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
4030	Black Poly Roof	1	\$ 446.00	12.00	\$ 53.52	\$ 392.48	\$ 392.48
4201	Front Brush Guard	1	\$ 245.00	12.00	\$ 29.40	\$ 215.60	\$ 215.60
Standard Options Total			\$ 2,056.00		\$ 246.72	\$ 1,809.28	\$ 1,809.28
Dealer Attachments/Non-Contract/Open Market							
BM22980	Front Hood Rack	1	\$ 260.01	12.00	\$ 31.20	\$ 228.81	\$ 228.81
BM25548	Deluxe Signal Light Kit	1	\$ 267.50	12.00	\$ 32.10	\$ 235.40	\$ 235.40
BM25922	OPS Abrasion Resistant Full Windshield	1	\$ 556.40	12.00	\$ 66.77	\$ 489.63	\$ 489.63
BM26183	Turn Signal Light Harness Kit	1	\$ 140.17	12.00	\$ 16.82	\$ 123.35	\$ 123.35
Dealer Attachments Total			\$ 1,224.08		\$ 146.89	\$ 1,077.19	\$ 1,077.19
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Suggested Price							\$ 11,949.59
Total Selling Price			\$ 13,579.08		\$ 1,629.49	\$ 11,949.59	\$ 11,949.59



Selling Equipment

Quote Id: 17670420 Customer Name: CITY OF DESTIN PUBLIC WORKS

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Beard Equipment Company
3195 W Nine Mile Road
Pensacola, FL 325349444
850-476-0277
JohnDeereEmails@beardequipment.com

JOHN DEERE TX (Model Year 18)

Contract: FL Ag & Lawn Equip 21100000-15-1 (PG F2 CG 22)

Price Effective Date: April 20, 2015

Suggested List *

\$ 9,947.36

Selling Price *

\$ 9,799.96

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
571CM	TX (Model Year 18)	2	\$ 8,359.00	12.00	\$ 1,003.08	\$ 7,355.92	\$ 14,711.84
Standard Options - Per Unit							
001A	US/Canada	2	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
0501	PR - Base	2	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
1016	AT (All Terrain) Tires	2	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
2017	Adjustable Seat	2	\$ 90.00	12.00	\$ 10.80	\$ 79.20	\$ 158.40
3004	Deluxe Cargo Box with Reflectors and Spray-On Liner	2	\$ 270.00	12.00	\$ 32.40	\$ 237.60	\$ 475.20
3100	Less Power Lift	2	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
4099	Less Front Protection Package	2	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
4199	Less Rear Protection Package	2	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 360.00		\$ 43.20	\$ 316.80	\$ 633.60
Dealer Attachments/Non-Contract/Open Market							
PM05201	51mm (2-in.) hitch ball for ball-type hitch. Order ball mount separately.	2	\$ 0.00	12.00	\$ 0.00	\$ 0.00	\$ 0.00
BM23734	Cargo Box Power Lift	2	\$ 821.76	12.00	\$ 98.61	\$ 723.15	\$ 1,446.30
BUC10173	Deluxe Light Kit	2	\$ 406.60	12.00	\$ 48.79	\$ 357.81	\$ 715.62
Dealer Attachments Total			\$ 1,228.36		\$ 147.40	\$ 1,080.96	\$ 2,161.92
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Suggested Price						\$ 17,507.36	
Total Selling Price			\$ 9,947.36		\$ 1,193.68	\$ 8,753.68	\$ 17,507.36



JOHN DEERE



Selling Equipment

Quote Id: 17670420

Customer Name: CITY OF DESTIN PUBLIC WORKS

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

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2000 John Deere Run
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**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Beard Equipment Company
3195 W Nine Mile Road
Pensacola, FL 325349444
850-476-0277
JohnDeereEmails@beardequipment.com



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Beard Equipment Company
3195 W Nine Mile Road
Pensacola, FL 325349444
850-476-0277
JohnDeereEmails@beardequipment.com

Quote Summary**Prepared For:**

City Of Destin Public Works
4200 Indian Bayou Trl
Destin, FL 32541
Business: 850-837-6869

Delivering Dealer:

Beard Equipment Company
Nick Smith
3195 W Nine Mile Road
Pensacola, FL 325349444
Phone: 850-476-0277
nsmith@beardequipment.com

Quote ID: 17670420
Created On: 21 June 2018
Last Modified On: 21 June 2018
Expiration Date: 21 July 2018

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE TX (Model Year 18)	\$ 9,947.36	\$ 9,799.96 X	2 =	\$ 19,599.92
Contract: FL Ag & Lawn Equip 21100000-15-1 (PG F2 CG 22)				
Price Effective Date: April 20, 2015				
JOHN DEERE HPX615E (MY18)	\$ 13,579.08	\$ 11,949.59 X	1 =	\$ 11,949.59
Contract: FL Ag & Lawn Equip 21100000-15-1 (PG F2 CG 22)				
Price Effective Date: April 20, 2015				
Equipment Total				\$ 31,549.51

Quote Summary

Equipment Total	\$ 31,549.51
Trade In	
SubTotal	\$ 31,549.51
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 31,549.51
Balance Due	\$ 31,549.51

Salesperson : X _____**Accepted By : X** _____

Confidential

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Consent Agenda

TO: City Council

THRU: Carisse LeJeune, City Manager
Bragg Farmer, Finance Director

FROM: David Campbell, Public Services Director

DATE: July 27, 2018

SUBJECT: 18-04-PS, National Fish and Wildlife Foundation, Calhoun Avenue Drainage – Change Order #3

I. BACKGROUND: On April 27, 2015, The Gulf Environmental Benefit Fund, administered by the National Fish and Wildlife Foundation (NFWF) announced \$4.5 million in funding for the Florida Gulf Environmental Benefit Fund Restoration Strategy.

The City of Destin was awarded a \$3,593,600 grant with a \$50,000.00 match for restoration and conservation projects that represent important efforts to protect and enhance natural and living resources of our area. One of these projects consists of stormwater improvements to Calhoun Avenue between Forest Street and Clement Taylor Park. The improvements provide for the installation of stormwater exfiltration piping under a new sidewalk along the east side of the right-of-way.

II. DISCUSSION: Existing sidewalks in five (5) driveway areas were planned to be replaced, however, it was discovered that the slope of the driveways would not allow the new sidewalks to be ADA compliant. The proposed change order Item #1 is for the removal and replacement of 3 existing asphalt driveways, the removal and replacement of two existing concrete driveways, and the removal and replacement of additional sidewalk along Forest Street. The proposed change order Item #2 is for the replacement of an existing manhole lid with a slotted manhole lid and to regrade the area. The reason for this is that staff noted minor flooding in this area during a rain event and wanted to correct the problem. The proposed change order Item #3 is for weather days and utility conflicts.

H&T Contractors provided a quote for the work in the amount of \$ 21,252.75. NFWF approved the quote and will pay for the repairs from the stormwater grant,

see Attachment A.

A. **Link to Strategic Goals / Objectives:** 2.B. Implement a stormwater management plan that maintains water quality in support of our fishing and tourism industries.

B. **Effect on Budget (EOB):** No effect on the City's budget.

C. **Level of Service (LOS):** The level of service for the City's stormwater and environmental components shall be greatly enhanced upon completion of the project.

III. **CONCLUSION:** NFWF has agreed to fund the project change order and has approved H&T Contractors, LLC to complete the work.

IV. **RECOMMENDED MOTION:** I move that the City Council authorize the City Manager to execute the H&T Contractors Change Order # 3 for the Calhoun Avenue Drainage Improvements project in the amount of \$21,252.75.

Attachments:

1. NFWF Approval CO 3 Calhoun Drainage
2. CO 3 Calhoun Drainage

Joe Bodi

From: Lorraine Berish
Sent: Tuesday, July 10, 2018 11:03 AM
To: Joe Bodi; Nancy Perea; David Campbell; Steven Bahena
Subject: FW: City of Destin, Task 12, Calhoun - CO 3

From: Amanda Green [mailto:Amanda.Green@NFWF.ORG]
Sent: Tuesday, July 10, 2018 11:00 AM
To: Lorraine Berish <lberish@cityofdestin.com>
Subject: RE: City of Destin, Task 12, Calhoun - CO 3

Hi Lorraine,

Thanks for the quick response. The Change Order #3 looks fine on NFWF's end so please feel free to execute at your convenience.

We need to formally extend the project end date so I've opened an amendment request task in Easygrants. Please login, and complete the amendment request at your earliest convenience. NFWF thinks it would be best to set the new end date as 12/31/18 in case any other delays pop up. The project can always close early if project work wraps up in August/September.

Let me know if you have any questions about submitting the amendment in Easygrants.

Thanks!
Amanda

From: Lorraine Berish [mailto:lberish@cityofdestin.com]
Sent: Tuesday, July 10, 2018 10:45 AM
To: Amanda Green <Amanda.Green@NFWF.ORG>
Subject: RE: City of Destin, Task 12, Calhoun - CO 3

Amanda,

There have been many delays due to weather and utility conflicts, we anticipate that August 31 it will be finished, but to be safe I would like to say Sept 30.

From: Amanda Green [mailto:Amanda.Green@NFWF.ORG]
Sent: Tuesday, July 10, 2018 9:28 AM
To: Lorraine Berish <lberish@cityofdestin.com>
Subject: RE: City of Destin, Task 12, Calhoun - CO 3

Hi Lorraine,

Thanks for sending. The increase of 45 days will bring the new end date of this contract to when?

Amanda

From: Lorraine Berish [<mailto:lberish@cityofdestin.com>]
Sent: Thursday, July 05, 2018 9:36 AM
To: Amanda Green <Amanda.Green@NFWF.ORG>
Subject: City of Destin, Task 12, Calhoun - CO 3

Good Morning Amanda,

We are requesting NFWF approval for Change Order #3 for Task 12, Calhoun.

Item #1 – Removal and Replacement of five additional driveways – Addition of \$17,499.95

Item #2 – Addition of manhole inlet top, swale and sod - Addition of \$3,537.80

Item #3 – Changes – Increase of 45 days

Full detail is in the attached changed order.

We will also be submitting a formal extension request in the upcoming days. Please let me know if you have any questions or need additional information.

Thank you,
Lorraine

LORRAINE BERISH

Senior Administrative Professional

CITY OF DESTIN | *Office of the City Manager*

4200 Indian Bayou Trail

Destin, Florida 32541

Main: 850-837-4242

Fax: 850-650-9250



CONNECT with us



WWW.CITYOFDESTIN.COM

From: Rouchaleau, Alex [<mailto:arouchaleau@Dewberry.com>]
Sent: Monday, July 2, 2018 3:34 PM
To: Lorraine Berish <lberish@cityofdestin.com>
Subject: FW: Calhoun - CO 3

Here is the proposed CO#3

Alex Rouchaleau, P.E.
www.dewberry.com

From: Rouchaleau, Alex

Sent: Monday, July 2, 2018 10:38 AM

To: 'Joe Bodi' <jbodi@cityofdestin.com>; 'Steven Bahena' <sbahena@cityofdestin.com>; 'Keenan Parker' <keenan@h-tcontractors.com>

Subject: Calhoun - CO 3

Attached is the proposed change order #3

Alex Rouchaleau, P.E.
Project Manager
Dewberry
877 County Road 393 North
Santa Rosa Beach, FL 32459
Office: 850-571-1255
Cell: 352-328-5347
www.dewberry.com

Visit Dewberry's website at www.dewberry.com

If you've received this email even though it's intended for someone else, then please delete the email, don't share its contents with others, and don't read its attachments. Thank you.

"Please Note: Florida has a very broad public records law. Most written communications to or from the City of Destin officials are public records available to the public and media upon request. Your e-mail address and communications may therefore be subject to public disclosure."

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CHANGE ORDER FORM
SECTION 00843

Project: **City of Destin, Florida**

RFB NO. 18-04-PS, NATIONAL FISH AND WILDLIFE FOUNDATION, CALHOUN AVENUE DRAINAGE IMPROVEMENTS

CHANGE ORDER NO. 3

DATE OF ISSUANCE: 7/2/2018

CONTRACTOR: H&T

EFFECTIVE DATE: 7/2/2018

ENGINEER: Dewberry

OWNER'S CONTRACT NO.: 18-04-PS

The following changes are hereby made to the Contract Documents:

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price	Original Contract Times
	Substantial Completion: <u>April 21st, 2018</u>
	Ready for final payment: <u>May 1st, 2018</u>
<u>\$206,308.25</u>	days or dates
Net change from previous Change Order No.1 & 2	Net change from previous Change Orders Nos. 1-3
<u>\$8,774.09</u>	<u>45</u>
	days
Contract Price prior to this Change Order	Contract Times prior to this Change Order
	Substantial Completion: <u>June 5th, 2018</u>
	Ready for final payment: <u>June 15th, 2018</u>
<u>\$215,082.34</u>	days or dates
Net (Increase) of this Change Order No.3	Net Increase (decrease) of this Change Order
<u>\$ 21,252.75</u>	<u>90</u>
	days
Contract Price with all approved Change Orders	Contract Times with all approved Change Orders
	Substantial Completion: <u>September 3rd, 2018</u>
	Ready for final payment: <u>September 13th, 2018</u>
<u>\$236,335.09</u>	days or dates

CHANGES ORDERED:

- I. GENERAL - This change order is necessary to cover changes in the work to be performed under this Contract. The General Conditions, Supplementary Conditions, Specifications and all parts of the Project Manual listed in Article 1, Definitions, of the General Conditions apply to and govern all work under this change order.

Change Order No. 3

- II. REQUIRED CHANGES: See the descriptions below.

- III. JUSTIFICATION:

Item #1 – Removal and Replacement of five additional driveways – Addition of \$17,499.95

The proposed change order item will be for the removal and replacement of 3 existing asphalt driveways, the removal and replacement of one existing concrete driveway and the installation of one new concrete driveway, and the removal and replacement of additional sidewalk along Forest St. Existing sidewalks in these driveway areas were impacted and planned to be replaced however due to the existing grades the driveways must be replaced as well to allow additional grading so the proposed sidewalk landings can be ADA compliant. Quantities include one hundred and forty four (144) linear feet of saw cutting asphalt driveways and road (\$4.00 / LF for a total of \$576.00), one hundred eighty three (183) square yards of removal of asphalt and concrete driveways (\$12.00 / SY for a total of \$2,196.00), one hundred thirty (130) linear feet of thermoplastic crosswalk striping (\$13.90 / LF for a total of \$1,807.00), one hundred fifty three (153) square yards of concrete driveway (\$68.15 / sy for a total of \$10,426.95), and sixty three (63) square yards of concrete sidewalk (\$43.00 / SY for total of \$2,709.00).

Item #2 – Addition of manhole inlet top, swale and sod - Addition of \$3,537.80

The proposed change order item will be for the installation of a slotted manhole cover sod at the drainage structure to the north-east of Forest St. on Calhoun Ave. and a roadside swale and sod along Calhoun Ave. to direct stormwater to the inlet. This existing drainage manhole ties into the newly constructed stormwater system on Calhoun Ave and would pick up and provide treatment for additional roadway runoff prior to discharging into the Choctawhatchee Bay. Quantities include fifteen (15) linear feet of ribbon curb (\$16.00 / LF for a total cost of \$240.00), lowering the existing manhole grade by removal of existing rim, cover, and riser and installation of a 24-inch slotted cover (\$1,400.00 lump sum), grading of roadside swale along Calhoun Ave. (\$1,500.00 lump sum), installation of sod for proposed swale (\$5.85 / SY for a total cost of \$397.80).

Item #3 – Changes – Increase of 90 days

The proposed change order item will be for the increase of the Contract duration by 90 days due to 14 days for rain / weather delays, 21 days for additional time to complete the required changes, 30 days for delays caused by utility coordination and relocation, and 25 days for NFWF and City Council review and approval.

IV. PAYMENT: Payment is outlined in the contract.

V. APPROVAL AND CHANGE AUTHORIZATION: The Finance OI requires City Council approval for Change Orders exceeding \$15,000.00

Acknowledgments:

The aforementioned change, and work affected thereby, is subject to all provisions of the original contract not specifically changed by this Change Order; and,

It is expressly understood and agreed that the approval of the Change Order shall have no effect on the original contract other than matters expressly provided herein.

Change Order Request by: City of Destin

RECOMMENDED BY:

ACCEPTED BY:

Dewberry
(Engineer)

H&T
(Contractor)

By: [Signature] 7/20/18
(Authorized Signature) (Date)

[Signature] 7/20/18
(Authorized Signature) (Date)

Project Manager.
(Title)

Managing member
(Title)

APPROVED BY:

City of Destin
(Owner)

By: _____
(Authorized Signature) (Date)

END OF SECTION

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Consent Agenda

TO: City Council

THRU: Carisse LeJeune, City Manager

FROM: Jennifer Bryla, Community Development Director

DATE: July 27, 2018

SUBJECT: Application to install a new boat lift and pilings in an existing slip at 320 Harbor Boulevard (Slip 19)

I. BACKGROUND: Contractor Chuck LoBello submitted an application to install a new boat lift and pilings in an existing slip.

II. DISCUSSION:

A. Link to Strategic Goals / Objectives:

1. Enhance Quality of Life
2. Improve Public Use of Beach, Waterways and Harbor
3. Enhance and Preserve Heritage and Environment

B. Effect on Budget (EOB): There is no staff requirement for this project.

C. Level of Service (LOS): The City of Destin shall not incur any expense or revenue as a result of this project.

III. CONCLUSION: The application has been reviewed and approved by the Florida Department of Environmental Protection (FDEP), City staff, and the City of Destin Harbor and Waterways Board. City staff reviewed the application and determined that the plans comply with City Codes and regulations. At the July 23, 2018, Destin Harbor and Waterways Board meeting, the Board unanimously recommended the City Council approve the application.

IV. RECOMMENDED MOTION: Move to approve the application to install a new boat lift and pilings in an existing slip at 320 Harbor Boulevard (Slip 19).

Attachments:

1. Harbour Blvd 320 Slip 19 HB APP
07092018

2. JULY Harbor Board Official
Notification 07102018



City of Destin

Community Development Department

Planning & Zoning Division

City of Destin Annex

4100 Indian Bayou Trail

Destin, Florida 32541

Phone (850) 837-4242 • Fax (850) 460-2171

planning@cityofdestin.com

APPLICATION for HARBOR BOARD

Harbor Board meets the 4th Monday, all applications must be submitted at least 2 weeks prior.

Description of work: Install (4) pilings and boatlift in existing slip #19

1. APPLICANT INFORMATION:

Name: David Riemann

Mailing Address: 10745 Plantation Ln, Gulfport Ms 39503

Phone: 228 323 7560

Fax: _____

Email: _____

2. PROPERTY TO BE REVIEWED:

Street Address: 320 Harbor Blvd Slip #19

Parcel ID #: 00-2S-22-2198-000B-5020

3. FEE: \$40.00 Residential
 \$80.00 Commercial

Cash, Check, MasterCard or Visa

Marine Applications, Fees & Letters per FY2017 Schedule of Fees,
adopted 02/21/17, effective 02/22/17.

Must be paid when submitting application.

4. ADDITIONAL DOCUMENTATION REQUIRED:

- Complete detailed drawings and site plan.
- Adjacent property owner mailing information.

State and Federal permits required prior to submission for Harbor Board approval.

APPLICANT'S SIGNATURE: _____

Charles

DATE: _____

7/5/18

DAVID RIEMANN
320 HARBOR BLVD. B502
DESTIN, FL 32541

EXISTING DOCK

SHORE
←

DOCK BOX

RECEIVED
JUN 25 2018
Building Division

13'

PROPOSED

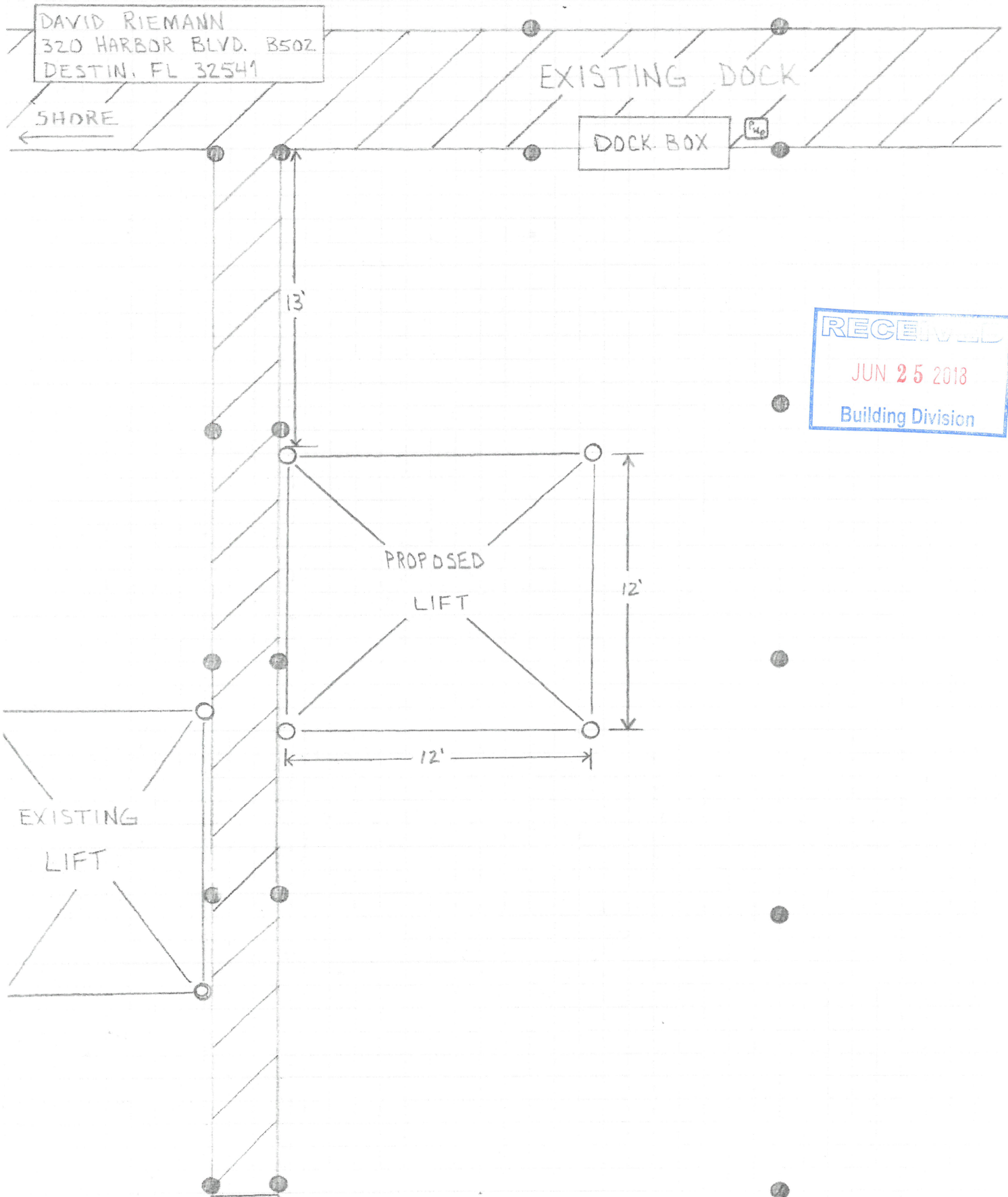
LIFT

12'

12'

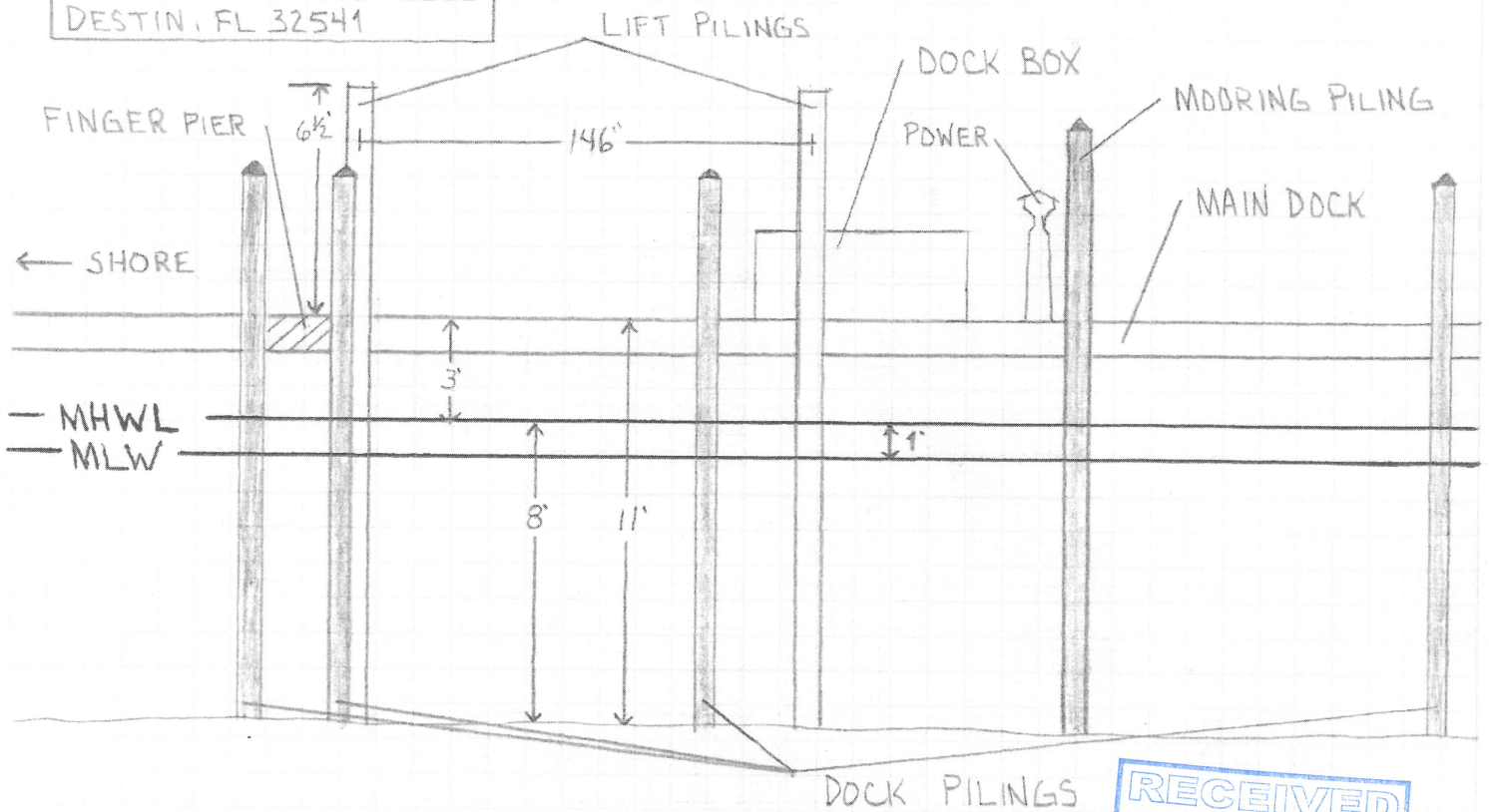
EXISTING

LIFT

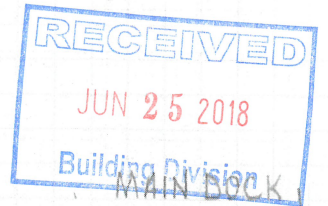
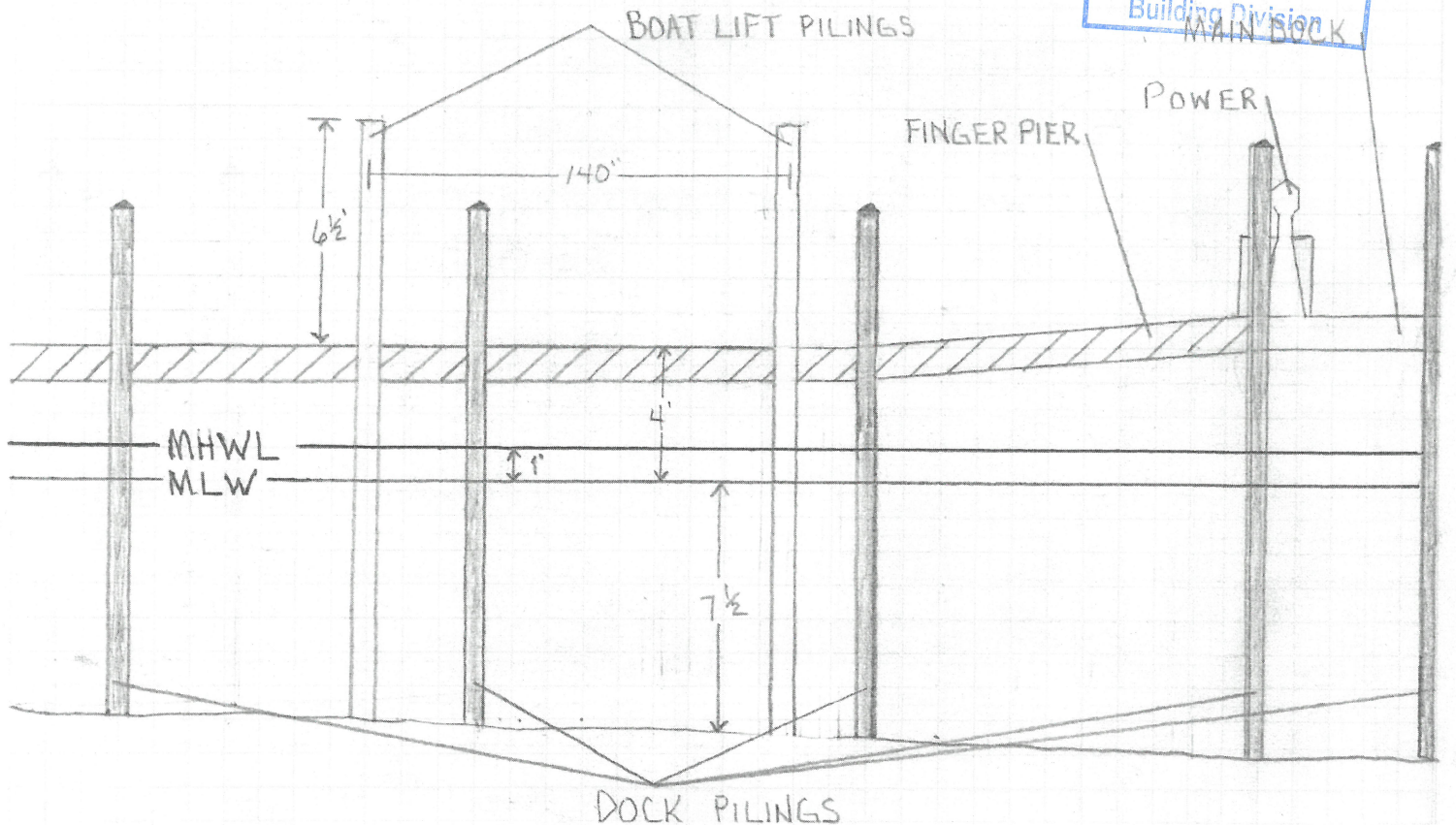


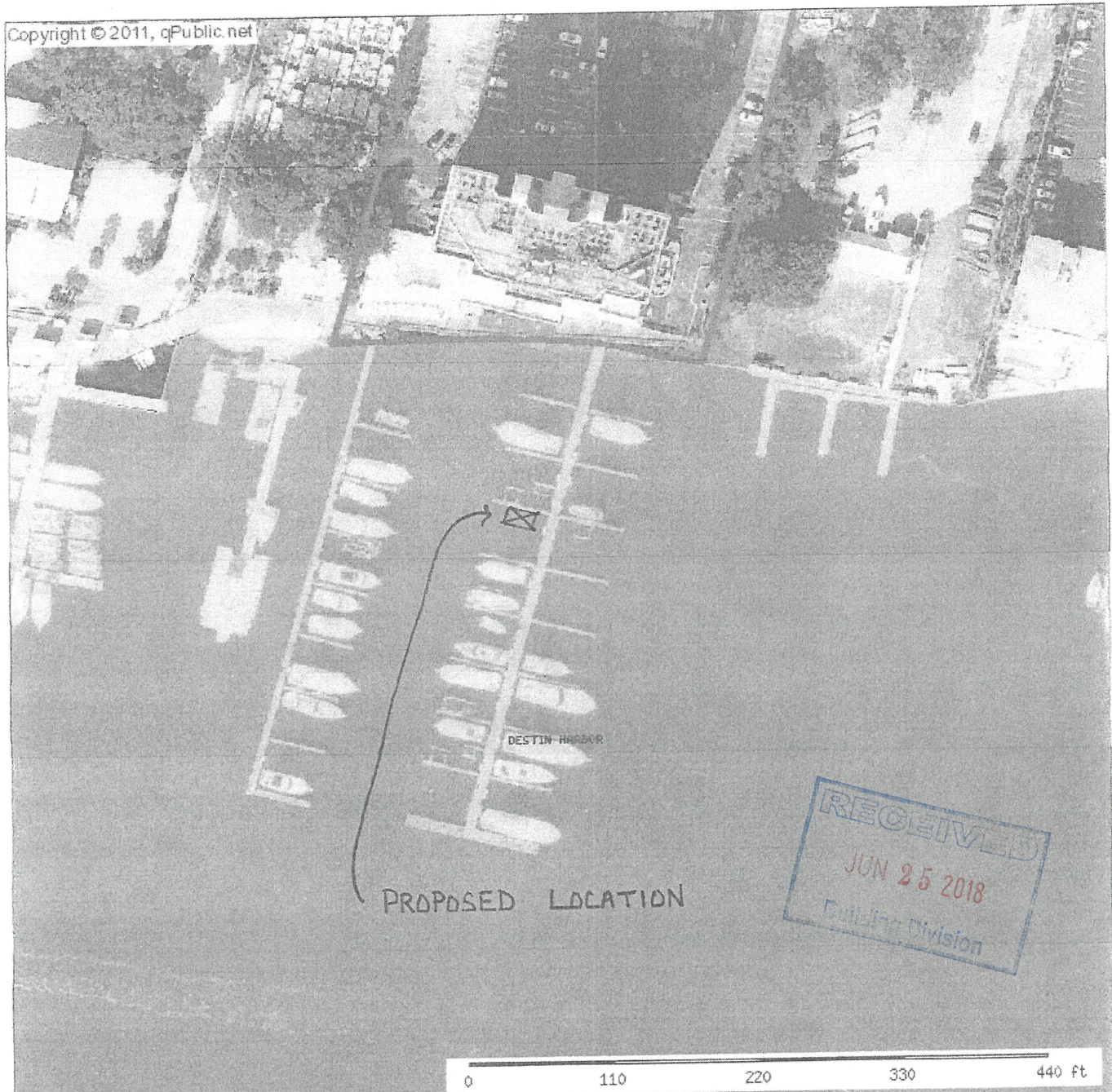
DAVID RIEMANN
320 HARBOR BLVD B502
DESTIN, FL 32541

CROSS SECTION VIEW



PROFILE VIEW

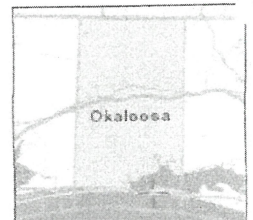




Okaloosa County Appraiser

Parcel: 00-2S-22-2198-000B-5020 Acres: 0

Name:	RIEMANN DAVID F & DIANE G	Land Value:	
Site:	320 HARBOR BLVD B502 DESTIN	Building Value:	
Sale:		Misc Value:	
	9113 KILN DELISLE RD	Just Value:	
	PASS CHRISTIAN, MS 395719232	Assessed Value	
Mail:		Exempt Value	
		Taxable Value	



Okaloosa County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll.
Date printed: 05/07/18 : 11:34:39



Florida Department of Environmental Protection

Northwest District Office
160 W. Government Street, Suite 308
Pensacola, Florida 32502-5740

Rick Scott
Governor

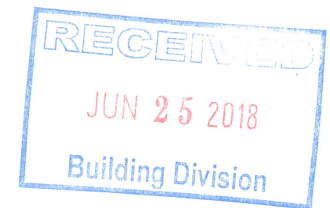
Carlos Lopez-Cantera
Lt. Governor

Noah Valenstein
Secretary

June 18, 2018

Dustin Yacht Club Marina
David Riemann
320 Harbor Blvd
Destin, Florida 32541
driemann@riemannfamily.com

File No.: 0336875-002-EE-46, Okaloosa County



Dear Mr. Riemann:

On June 1, 2018, we received your request for verification of exemption to perform the following activities:

To construct four piling and a boat lift in an existing slip within Destin Harbor, Class III Florida Waters, Prohibited Shellfish Harvesting Area. The project is located at 320 Harbor Blvd, Parcel No. 00-2S-22-2198-000C-7030, in Destin, Florida 32541, Section 25, Township 2 South, Range 23 West in 46 County; 30°23'29.9457" North Latitude, 86°30'10.8801" West Longitude.

Your request has been reviewed to determine whether it qualifies for (1) regulatory exemption, (2) proprietary authorization (related to state-owned submerged lands), and (3) federal approval that may be necessary for work in wetlands or waters of the United States.

Your project qualifies for all three. However, this letter does not relieve you from the responsibility of obtaining other federal, state, or local authorizations that may be required for the activity.

If you change the project from what you submitted, the authorization(s) granted may no longer be valid at the time of commencement of the project. Please contact us prior to beginning your project if you wish to make any changes.

If you have any questions regarding this matter, please contact Una Johnson at the letterhead address, at (850)595-0585, or at Martha.U.Johnson@dep.state.fl.us.

1. Regulatory Review – Verified

Based on the information submitted, the Department has verified that the activity as proposed is exempt, under Rule 62-330.051(5)(b), Florida Administrative Code (F.A.C.) from the need to obtain a regulatory permit under Part IV of Chapter 373 of the Florida Statutes.

This exemption verification is based on the information you provided the Department and the statutes and rules in effect when the information was submitted. This verification may not be valid if site conditions materially change, the project design is modified, or the statutes or rules governing the exempt activity are amended. In the event you need to re-verify the exempt status for the activity, a new request and verification fee will be required. Any substantial modifications to the project design should be submitted to the Department for review, as changes may result in a permit being required.

2. Proprietary Review – Granted

The Department acts as staff to the Board of Trustees of the Internal Improvement Trust Fund (Board of Trustees) and issues certain authorizations for the use of sovereign submerged lands. The Department has the authority to review activities on sovereign submerged lands under Chapters 253 and 258, F.S. and Chapters 18-20 and 18-21, F.A.C.

The activity appears to be located on sovereign submerged lands owned by the Board of Trustees. The activity is not exempt from the need to obtain the applicable proprietary authorization. As staff to the Board of Trustees, the Department has reviewed the activity described above, and has determined that the activity qualifies for an automatic consent by rule under Rule 18-21.005(1)(b), F.A.C. and Section 253.77, F.S. to construct and use the activity on the specified sovereign submerged lands, as long as the work performed is located within the boundaries as described herein and is consistent with the terms and conditions herein. No further application is required for this consent by rule.

Special Consent Conditions for Sovereign Submerged Lands Authorization

1. The applicant agrees to indemnify, defend and hold harmless the Board of Trustees and the State of Florida from all claims, actions, lawsuits and demands in any form arising out of the authorization to use sovereignty submerged lands or the applicant's use and construction of structures on sovereignty submerged lands. This duty to indemnify and hold harmless will include any and all liabilities that are associated with the structure or activity including special assessments or taxes that are now or in the future assessed against the structure or activity during the period of the authorization.

2. Failure by the Board of Trustees to enforce any violation of a provision of the authorization or waiver by the Board of Trustees of any provision of the authorization will not invalidate the provision not enforced or waived, nor will the failure to enforce or a waiver prevent the Board of

Destin Yacht Club Owners Association, Inc
320 Highway 98 East
Destin, FL 32541

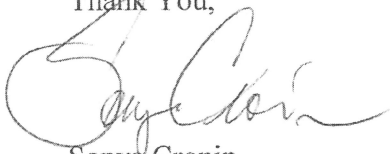
May 14, 2018

Breeze Boat Lifts
630 Lovejoy Rd.
Fort Walton Beach, FL 32548

To Whom It May Concern:

This letter is to inform you that I give permission to install a boat lift for David Riemann in Slip #19 at Destin Yacht Club as requested. Please contact me directly at (850) 654-1084 for any questions.

Thank You,

A handwritten signature in black ink, appearing to read "Sonya Cronin", written over the printed name.

Sonya Cronin
Manager
Destin Yacht Club Owners Association

Delete this section prior to printing

Please scan or fax the completed letter to Breeze Boat Lifts. Address any questions or concerns to the office number.

Office: (850) 244-4567
Fax: (850) 244-1213

DAVID RIEMANN
320 HARBOR BLVD. B502
DESTIN, FL 32541

EXISTING DOCK

SHORE
←

DOCK BOX

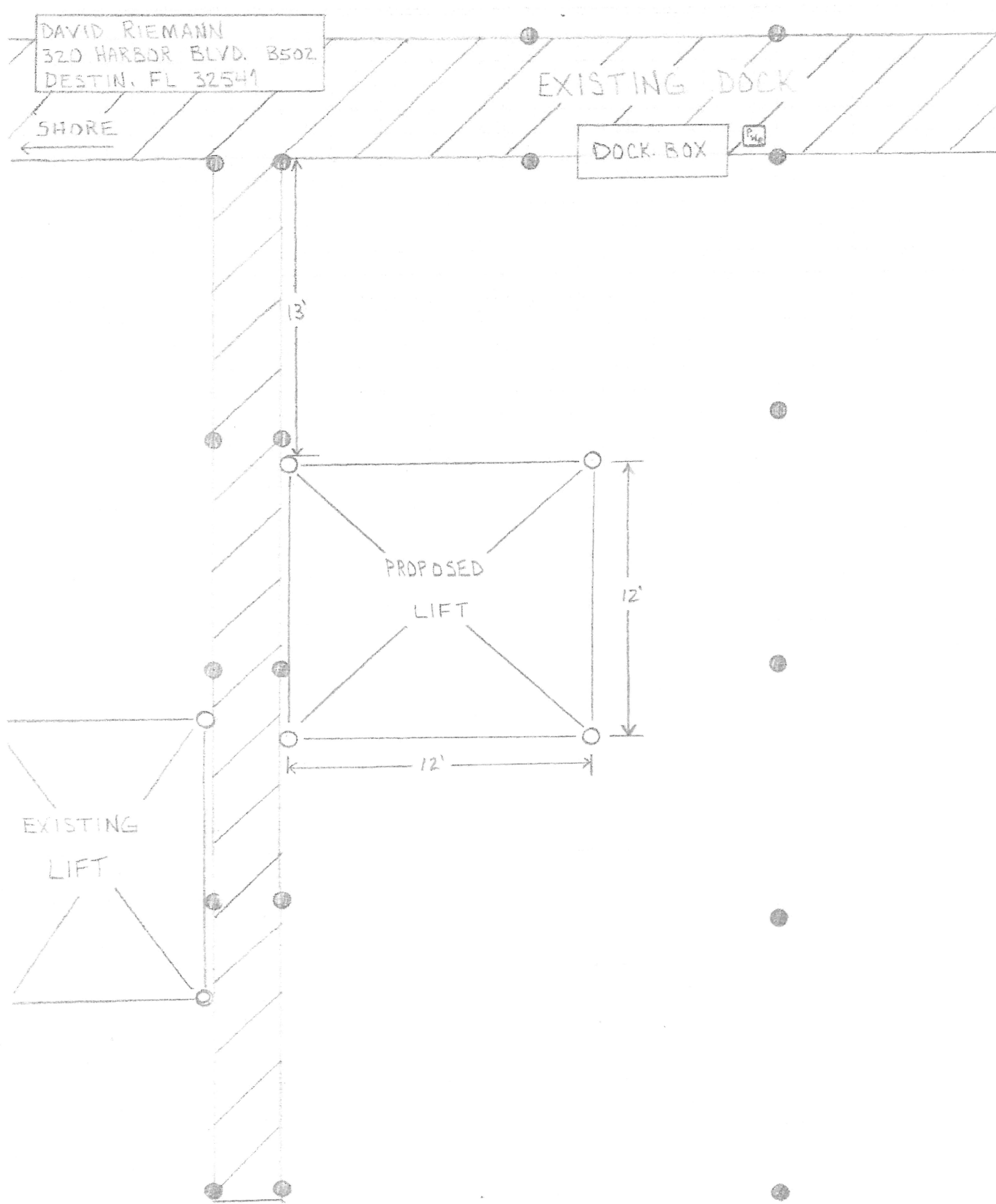
13'

PROPOSED
LIFT

12'

12'

EXISTING
LIFT





**Community Development Department
Planning Division
4200 Indian Bayou Trail
Destin, FL 32541
(850) 837-4242
dmcDonald@cityofdestin.com**

OFFICIAL NOTIFICATION

Date:	July 27, 2018
Proposed Marine Construction:	Installation of New Boat Lifts and Pilings in Existing Slips (4), Chuck LoBello, Authorized Agent • 320 Harbor Boulevard, Slip #19; David Riemann, Property Owner • 420 Oak Harbour Lane, #201; Harrell Simpson, Property Owner • 620 Gulf Shore Drive; Paul Pankey, Property Owner • 654 Harbor Boulevard, Slip #4; Beth O'Keefe, Property Owner

The applications submitted requesting approval of marine construction located at the above addresses will be reviewed by the City of Destin's Harbor and Waterways Board on July 23, 2018 at 5:00 p.m., at the City of Destin, City Hall, located at 4200 Indian Bayou Trail, Destin, Florida.

The purpose of this hearing is to discuss the approval of the proposed marine construction referenced above. It is requested that you and/or a representative be present during this hearing to answer any questions that may be asked.

If you should have any questions, please feel free to contact the office at (850) 837-4242.

Sincerely,

Dawn McDonald
Planner

Enclosure: Drawings of proposed marine construction

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Consent Agenda

TO: City Council

THRU: Carisse LeJeune, City Manager

FROM: Jennifer Bryla, Community Development Director

DATE: July 27, 2018

SUBJECT: Application to install a new boat lift and pilings at 420 Oak Harbour Lane, Unit 201 (Slip 11)

I. BACKGROUND: Contractor Chuck LoBello submitted an application to install a new boat lift and pilings in an existing slip.

II. DISCUSSION:

A. Link to Strategic Goals / Objectives:

1. Enhance Quality of Life
2. Improve Public Use of Beach, Waterways and Harbor
3. Enhance and Preserve Heritage and Environment

B. Effect on Budget (EOB): There is no staff requirement for this project.

C. Level of Service (LOS): The City of Destin shall not incur any expense or revenue as a result of this project.

III. CONCLUSION: The application has been reviewed and approved by the U.S. Army Corps of Engineers, City staff, and the City of Destin Harbor and Waterways Board. City staff reviewed the application and determined that the plans comply with City Codes and regulations. At the July 23, 2018, Destin Harbor and Waterways Board meeting, the Board unanimously recommended the City Council approve the application.

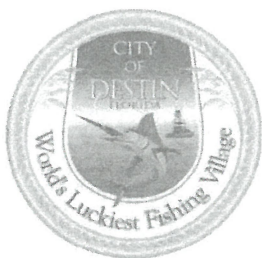
IV. RECOMMENDED MOTION: Move to approve the application to install a new boat lift and pilings in an existing slip at 420 Oak Harbour Lane, Unit 201 (Slip 11).

Attachments:

1. Oak Harbour Lane 420 Unit 201 HB APP 07092018
2. JULY Harbor Board Official

ITEM # 2018-491

Notification 07102018



City of Destin

Community Development Department

Planning & Zoning Division

City of Destin Annex

4100 Indian Bayou Trail

Destin, Florida 32541

Phone (850) 837-4242 • Fax (850) 460-2171

planning@cityofdestin.com

APPLICATION for HARBOR BOARD

Harbor Board meets the 4th Monday, all applications must be submitted at least 2 weeks prior.

Description of work: Install boatlift on new pilings in existing slip

1. APPLICANT INFORMATION:

Name: Harrell Simpson

Mailing Address: 420 Oak Harbour Ln # 201 Destin, FL 32541

Phone: 865 250 7876

Fax: _____

Email: _____

2. PROPERTY TO BE REVIEWED:

Street Address: Same as above

Parcel ID #: 00-2S-22-176B-0000-2010

3. FEE: \$40.00 Residential
\$80.00 Commercial

Cash, Check, MasterCard or Visa

Marine Applications, Fees & Letters per FY2017 Schedule of Fees,
adopted 02/21/17, effective 02/22/17.

Must be paid when submitting application.

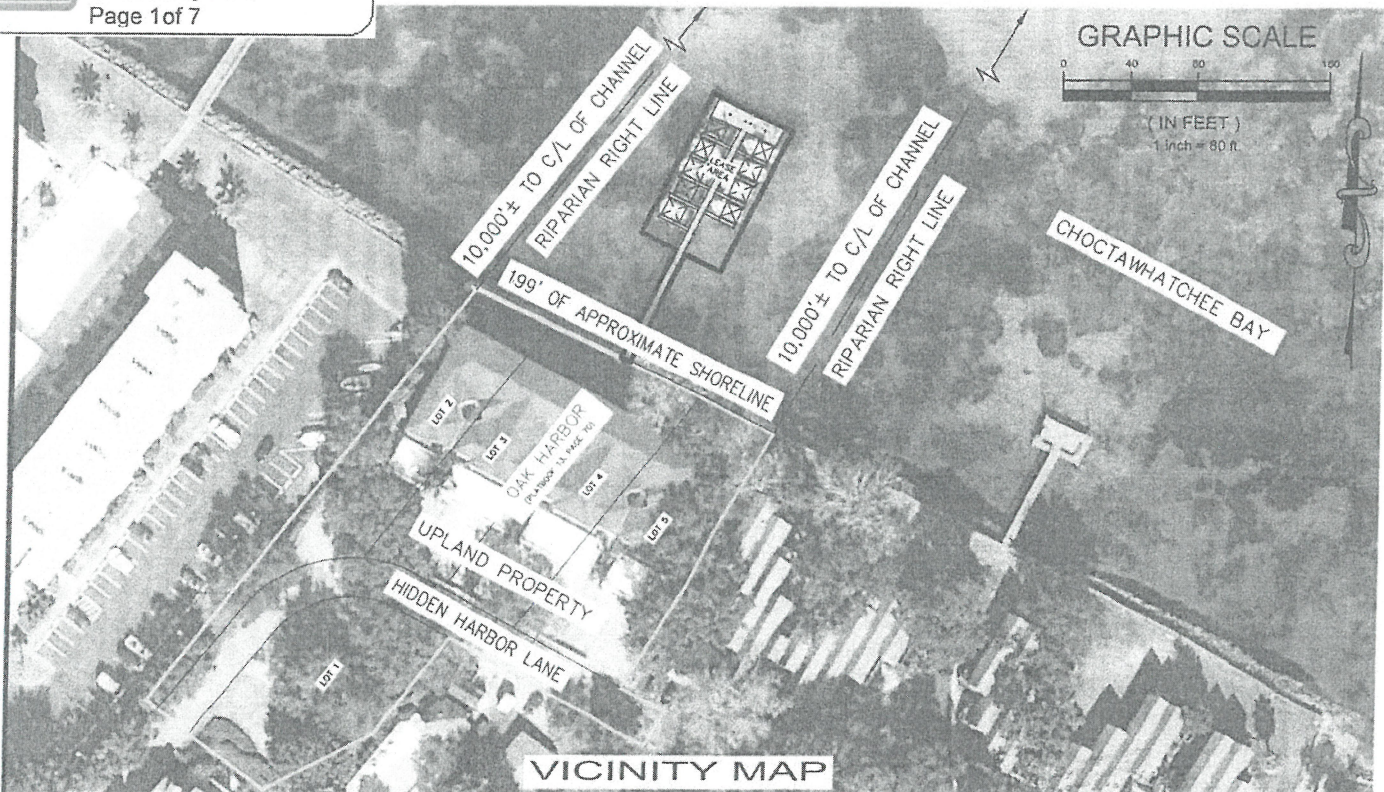
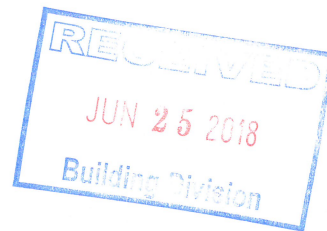
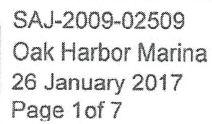
4. ADDITIONAL DOCUMENTATION REQUIRED:

- a. Complete detailed drawings and site plan.
- b. Adjacent property owner mailing information.

State and Federal permits required prior to submission for Harbor Board approval.

APPLICANT'S SIGNATURE: _____

DATE: 7/5/18



SHEET 1 OF 7

 **FLORIDA**

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SANTA ROSA BEACH, FLORIDA 32459
PH: (850) 267-0473 FAX: (850) 267-0979

Emerald Coast Associates Inc.

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Since 1979

A PARCEL OF LAND LOCATED IN
UNSECTIONALIZED TOWNSHIP 2 SOUTH,
RANGE 22 WEST, OKALOOSA COUNTY,
FLORIDA

PROJECT: 03-296

ORDER: 16-0474

DWG. DATE: 6-15-16

FIELD BOOK(S):

FIELD DATE: 5-24-16

2088, PAGE 66 (BG)
ADDITIONAL HANDWRITTEN NOTES

FILE: 03-296544-E.dwg

DEAN A.F. BURGIS

FLORIDA REGISTERED ENGINEER NO.: 50705

SCALE: 1" = 80'

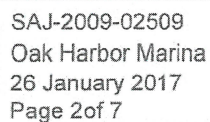
DRAWN BY: JAG

REQUESTED BY: GENE PEREIRA

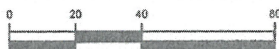
COMPANY: OAK HARBOR OWNERS ASSOCIATION

LOCATION

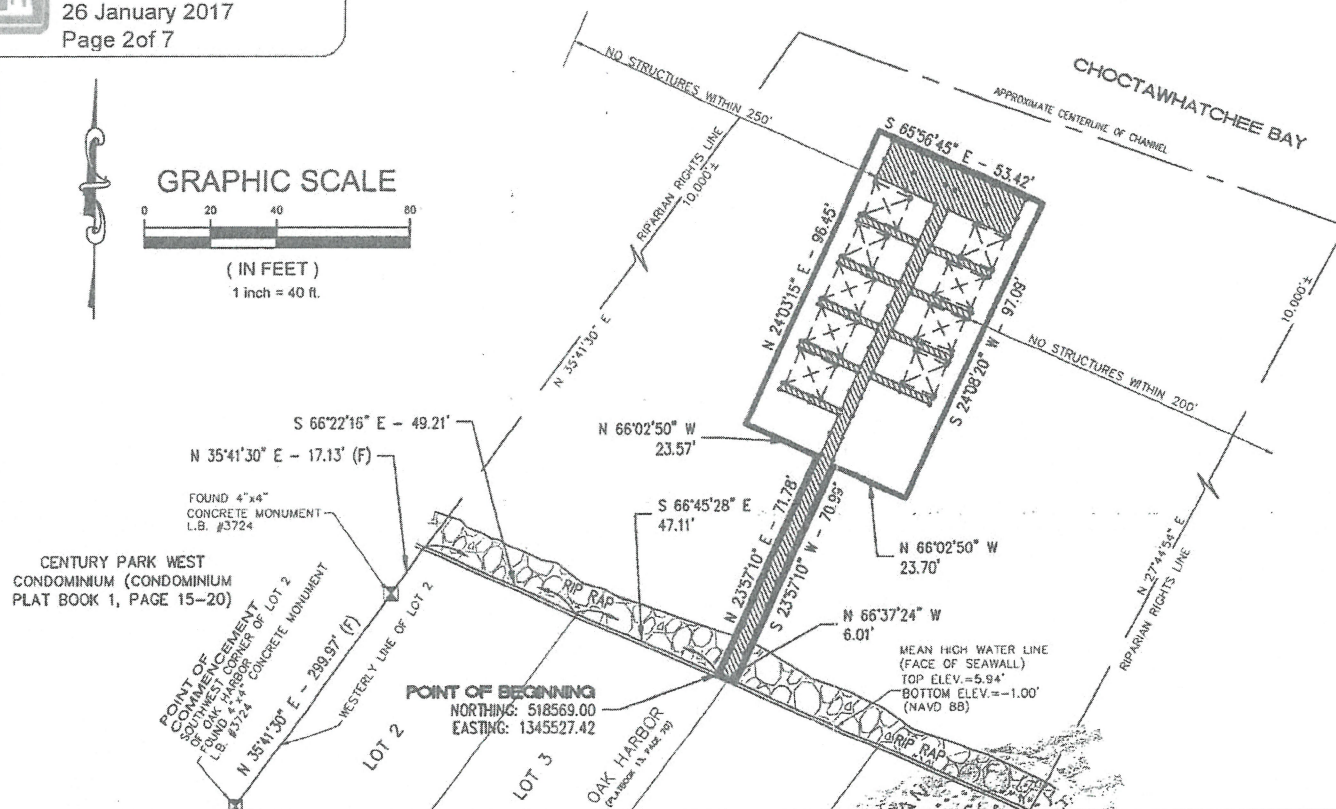
03-296SLL



GRAPHIC SCALE



(IN FEET)
1 inch = 40 ft.



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RANGE 22 WEST, OKALOOSA COUNTY,
FLORIDA

PROJECT: 03-296

ORDER: 16-0474

DWG. DATE: 6-15-16

FIELD BOOK(S):

FIELD DATE: 5-24-16

2088, PAGE 66 (BG)

FILE: 03-296544-E.dwg

ADDITIONAL HANDWRITTEN NOTES

SCALE: 1" = 40'

DRAWN BY: JAG

REQUESTED BY: GENE PEREIRA

COMPANY: OAK HARBOR OWNERS ASSOCIATION

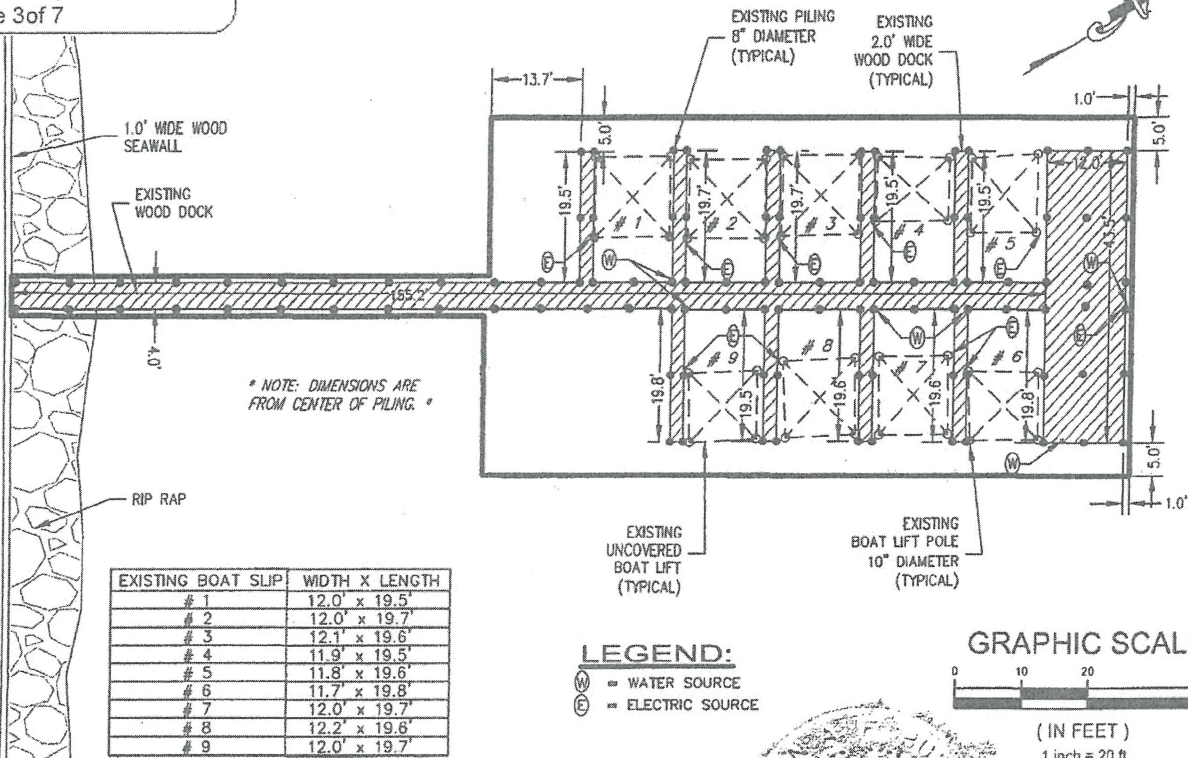
SHEET 2 OF 7
D-23-16

DEAN A.F. BURGIS FLORIDA REGISTERED ENGINEER NO.: 50705

OVERALL EXISTING CONDITIONS

03-296SLL

Building Division



EXISTING BOAT SLIP	WIDTH X LENGTH
# 1	12.0' x 19.5'
# 2	12.0' x 19.7'
# 3	12.1' x 19.6'
# 4	11.9' x 19.5'
# 5	11.8' x 19.6'
# 6	11.7' x 19.8'
# 7	12.0' x 19.7'
# 8	12.2' x 19.6'
# 9	12.0' x 19.7'

LEGEND:
 (W) = WATER SOURCE
 (E) = ELECTRIC SOURCE

GRAPHIC SCALE

(IN FEET)
1 inch = 20 ft.

SHEET 3 OF 7



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A PARCEL OF LAND LOCATED IN
UNSECTIONALIZED TOWNSHIP 2 SOUTH,
RANGE 22 WEST, OKALOOSA COUNTY,
FLORIDA

PROJECT: 03-296

ORDER: 16-0474

OWG. DATE: 6-15-16

FIELD BOOK(S):

FIELD DATE: 5-24-16

2088, PAGE 68 (BG)

FILE: 03-296SU-E.dwg

ADDITIONAL HANDWRITTEN NOTES

SCALE: 1" = 20'

DRAWN BY: JAG

REQUESTED BY: GENE PEREIRA

COMPANY: OAK HARBOR OWNERS ASSOCIATION

DEAN A.F. BURGIS - FLORIDA REGISTERED ENGINEER NO. 50705

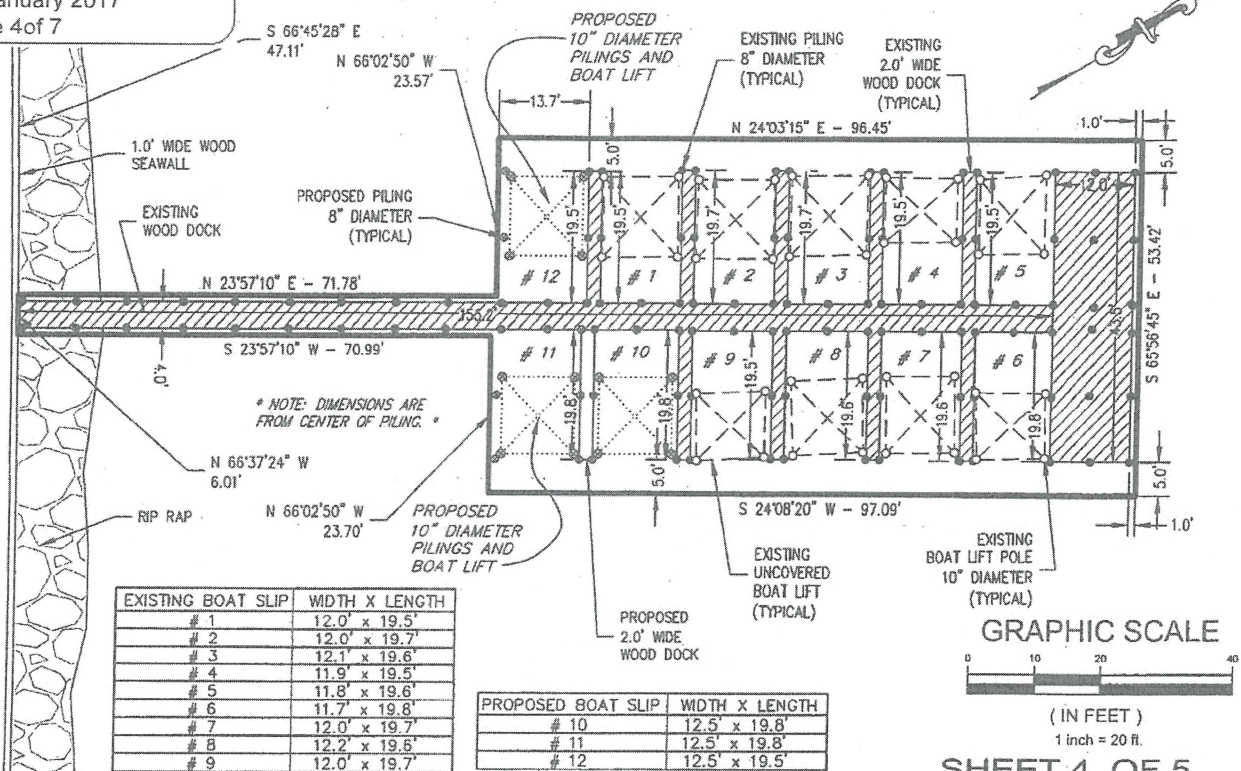
DETAIL EXISTING CONDITIONS

03-296SL

RECEIVED
JUN 25 2013
Building Division

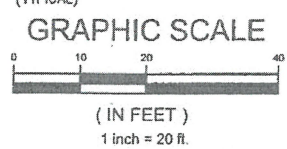
SAJ-2009-02509
Oak Harbor Marina
26 January 2017
Page 4 of 7

IFIC PURPOSE SURVEY



EXISTING BOAT SLIP	WIDTH X LENGTH
# 1	12.0' x 19.5'
# 2	12.0' x 19.7'
# 3	12.1' x 19.6'
# 4	11.9' x 19.5'
# 5	11.8' x 19.6'
# 6	11.7' x 19.8'
# 7	12.0' x 19.7'
# 8	12.2' x 19.6'
# 9	12.0' x 19.7'

PROPOSED BOAT SLIP	WIDTH X LENGTH
# 10	12.5' x 19.8'
# 11	12.5' x 19.8'
# 12	12.5' x 19.5'



SHEET 4 OF 5

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A PARCEL OF LAND LOCATED IN
UNSECTIONALIZED TOWNSHIP 2 SOUTH,
RANGE 22 WEST, OKALOOSA COUNTY,
FLORIDA

PROJECT: 03-296 ORDER: 16-0474
DWG. DATE: 6-15-16 FIELD BOOK(S):
FIELD DATE: 5-24-16 2086, PAGE 66 (BG)
FILE: 03-296SL.dwg ADDITIONAL HANDWRITTEN NOTES

SEE SHEET 1 OF 5 FOR CERTIFICATION;
SHEET 2 FOR NOTES, LEGEND, AND
DESCRIPTION;
SHEETS 3 THROUGH 5 FOR DETAILS.

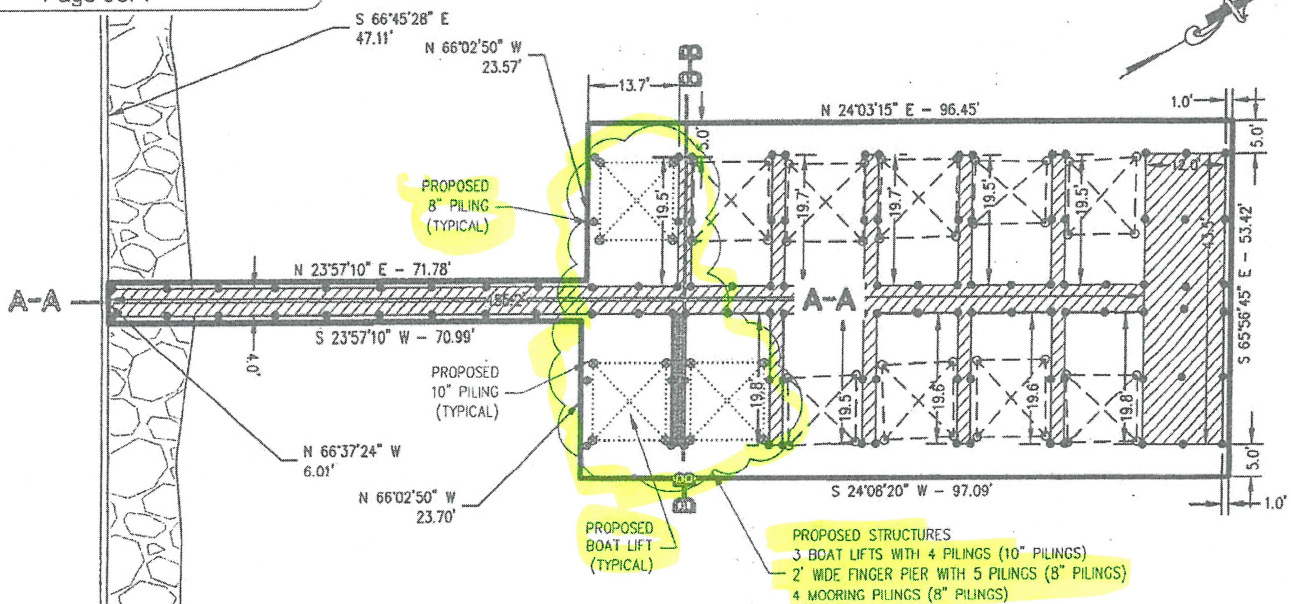
SCALE: 1" = 20' DRAWN BY: JAG
REQUESTED BY: GENE PEREIRA
COMPANY: OAK HARBOR OWNERS ASSOCIATION

EMERALD COAST ASSOCIATES, INC., L.B. #3724

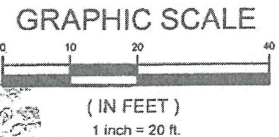
03-296SL

RECEIVED
JUN 25 2018
Building Division

SAJ-2009-02509
Oak Harbor Marina
26 January 2017
Page 5 of 7



PROPOSED BOAT SLIP	WIDTH X LENGTH
# 10	12.5' x 19.8'
# 11	12.5' x 19.8'
# 12	12.5' x 19.5'



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A PARCEL OF LAND LOCATED IN
UNSECTIONALIZED TOWNSHIP 2 SOUTH,
RANGE 22 WEST, OKALOOSA COUNTY,
FLORIDA

PROJECT: 03-296 ORDER: 16-0474
DWG. DATE: 6-15-16 FIELD BOOK(S):
FIELD DATE: 5-24-16 2008, PAGE 66 (BG)
FILE: 03-296SLL-E.dwg ADDITIONAL HANDWRITTEN NOTES

DEAN A.F. BURGIS
FLORIDA REGISTERED ENGINEER NO. 50705
SHEET 4 OF 7
6-23-16

SCALE: 1" = 20'
DRAWN BY: JAG
REQUESTED BY: GENE PEREIRA
COMPANY: OAK HARBOR OWNERS ASSOCIATION

PROPOSED CONDITIONS 03-296SLL

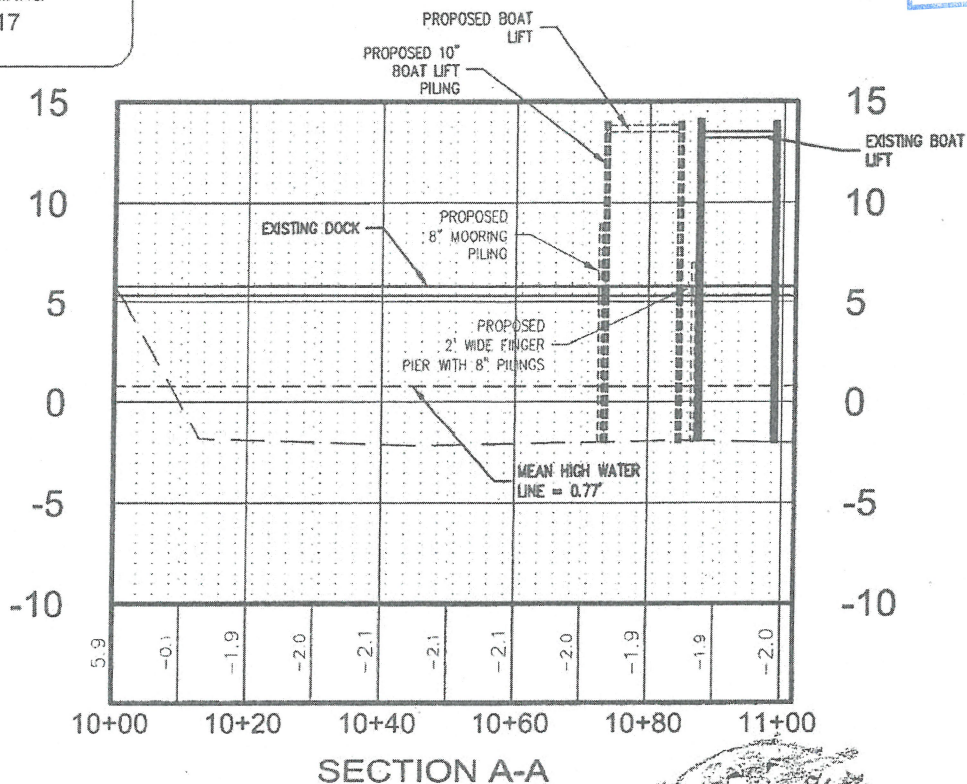
RECEIVED

JUN 25 2018

Building Division



SAJ-2009-02509
Oak Harbor Marina
26 January 2017
Page 6 of 7



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SANTA ROSA BEACH, FLORIDA 32459
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A PARCEL OF LAND LOCATED IN
UNSECTIONALIZED TOWNSHIP 2 SOUTH,
RANGE 22 WEST, OKALOOSA COUNTY,
FLORIDA

PROJECT: 03-296

ORDER: 16-0474

DWG. DATE: 6-15-16

FIELD BOOK(S):

FIELD DATE: 5-24-16

2088, PAGE 68 (BC)

FILE: 03-296SLI-E.dwg

ADDITIONAL HANDWRITTEN NOTES

DEAN A.F. BURGIS

FLORIDA REGISTERED ENGINEER-NO. 50705

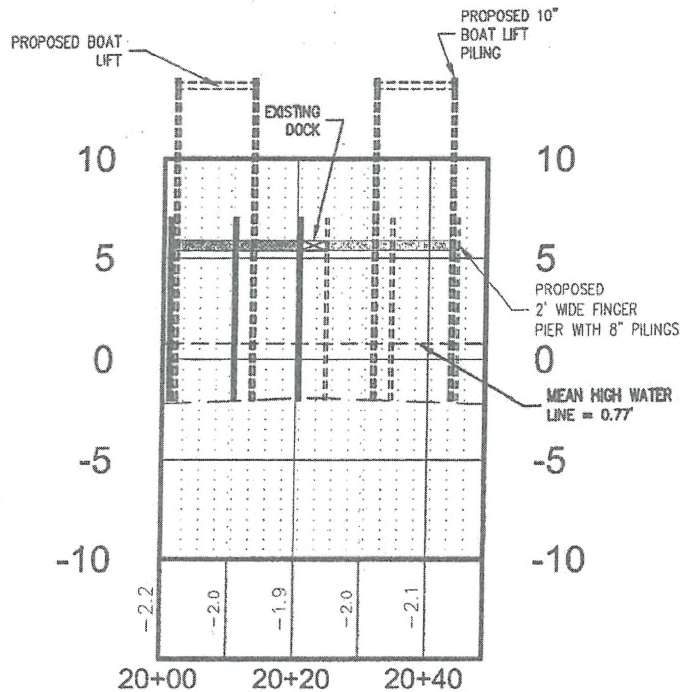
SHEET 6 OF 7

CROSS SECTIONS

03-296SLI

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Building Division

SAJ-2009-02509
Oak Harbor Marina
26 January 2017
Page 7 of 7



SECTION B-B

SHEET 7 OF 7

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Since 1979

A PARCEL OF LAND LOCATED IN
UNSECTIONALIZED TOWNSHIP 2 SOUTH,
RANGE 22 WEST, OKALOOSA COUNTY,
FLORIDA

PROJECT: 03-296 ORDER: 16-0474
DWG. DATE: 6-15-16 FIELD BOOK(S):
2088, PAGE 66 (6C)
FIELD DATE: 5-24-16 ADDITIONAL HANDWRITTEN NOTES
FILE: 03-296SL-Edwg

DEAN A.F. BURGIS, FLORIDA REGISTERED ENGINEER NO. 50705
16-0474-6-23-16

SCALE: 1"=50'
DRAWN BY: JAG
REQUESTED BY: GENE PEREIRA
COMPANY: OAK HARBOR OWNERS ASSOCIATION

CROSS SECTIONS

03-296SL



1. **Reporting Address:** The Permittee shall submit all reports, notifications, documentation and correspondence required by the general and special conditions of this permit. For standard mail: U.S. Army Corps of Engineers, Enforcement Section, 41 N Jefferson Street, Suite 301, Pensacola, Florida 32502. For electronic mail CESAJ-ComplyDocs@usace.army.mil (not to exceed 10 MB). The Permittee shall reference this permit number, SAJ-2009-02509 (LP-MDZ), on all submittals.
2. **Commencement Notification:** Within 10 days from the date of initiating the work authorized by this permit/Within 10 days from the date of initiating the work authorized by this permit for each phase of the authorized project, the Permittee shall provide a written notification of the date of commencement of authorized work to the Corps.

3. Self-Certification: Within 60 days of completion of the work authorized by this permit, the Permittee shall complete the attached "Self-Certification Statement of Compliance" form and submit it to the Corps. In the event that the completed work deviates in any manner from the authorized work, the Permittee shall describe the deviations between the work authorized by this permit and the work as constructed on the "Self-Certification Statement of Compliance" form. The description of any deviations on the "Self-Certification Statement of Compliance" form does not constitute approval of any deviations by the Corps.
4. Turbidity Barriers: Prior to the initiation of any of the work authorized by this permit, the Permittee shall install floating turbidity barriers with weighted skirts around all work areas that are in, or adjacent to, surface waters. The turbidity barriers shall remain in place and be maintained until the authorized work has been completed and all suspended and erodible materials have been stabilized. Turbidity barriers shall be removed upon stabilization of the work area.
5. Assurance of Navigation and Maintenance: The Permittee understands and agrees that, if future operations by the United States require the removal, relocation, or other alteration, of the structures or work herein authorized, or if in the opinion of the Secretary of the Army or his authorized representative, said structure or work shall cause unreasonable obstruction to the free navigation of the navigable waters, the Permittee will be required, upon due notice from the Corps, to remove, relocate, or alter the structural work or obstructions caused thereby, without expense to the United States. No claim shall be made against the United States on account of any such removal or alteration.
6. Manatee Conditions: The Permittee agrees to abide by conditions a, b, d, and e of the standard construction conditions designed to protect the endangered West Indian manatee (Conditions c and f have been omitted as they are not currently applicable within the geographic location of the proposed project):
 - a. All personnel associated with the project shall be instructed about the presence of manatees and manatee speed zones, and the need to avoid collisions with and injury to manatees. The Permittee shall advise all construction personnel that there are civil and criminal penalties for harming, harassing, or killing manatees which are protected under the Marine Mammal Protection Act, the Endangered Species Act, and the Florida Manatee Sanctuary Act.
 - b. All vessels associated with the construction project shall operate at "Idle Speed/No Wake" at all times while in the immediate area and while in water where the draft of the vessel provides less than a four-foot clearance from the bottom. All vessels will follow routes of deep water whenever possible.
 - c. OMITTED
 - d. All on-site project personnel are responsible for observing water-related activities for the presence of manatee(s). All in-water operations, including vessels, must



**Community Development Department
Planning Division
4200 Indian Bayou Trail
Destin, FL 32541
(850) 837-4242
dmcDonald@cityofdestin.com**

OFFICIAL NOTIFICATION

Date:	July 27, 2018
Proposed Marine Construction:	Installation of New Boat Lifts and Pilings in Existing Slips (4), Chuck LoBello, Authorized Agent • 320 Harbor Boulevard, Slip #19; David Riemann, Property Owner • 420 Oak Harbour Lane, #201; Harrell Simpson, Property Owner • 620 Gulf Shore Drive; Paul Pankey, Property Owner • 654 Harbor Boulevard, Slip #4; Beth O'Keefe, Property Owner

The applications submitted requesting approval of marine construction located at the above addresses will be reviewed by the City of Destin's Harbor and Waterways Board on July 23, 2018 at 5:00 p.m., at the City of Destin, City Hall, located at 4200 Indian Bayou Trail, Destin, Florida.

The purpose of this hearing is to discuss the approval of the proposed marine construction referenced above. It is requested that you and/or a representative be present during this hearing to answer any questions that may be asked.

If you should have any questions, please feel free to contact the office at (850) 837-4242.

Sincerely,

Dawn McDonald
Planner

Enclosure: Drawings of proposed marine construction

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Consent Agenda

TO: City Council

THRU: Carisse LeJeune, City Manager

FROM: Jennifer Bryla, Community Development Director

DATE: July 27, 2018

SUBJECT: Application to install a new boat lift and pilings in an existing slip at 620 Gulf Shore Drive

I. BACKGROUND: Contractor Chuck LoBello submitted an application to install a new boat lift and pilings in an existing slip.

II. DISCUSSION:

A. Link to Strategic Goals / Objectives:

1. Enhance Quality of Life
2. Improve Public Use of Beach, Waterways and Harbor
3. Enhance and Preserve Heritage and Environment

B. Effect on Budget (EOB): There is no staff requirement for this project.

C. Level of Service (LOS): The City of Destin shall not incur any expense or revenue as a result of this project.

III. CONCLUSION: The application has been reviewed and approved by the Florida Department of Environmental Protection (FDEP), City staff, and the City of Destin Harbor and Waterways Board. City staff reviewed the application and determined that the plans comply with City Codes and regulations. At the July 23, 2018, Destin Harbor and Waterways Board meeting, the Board unanimously recommended the City Council approve the application.

IV. RECOMMENDED MOTION: Move to approve the application to install a new boat lift and pilings in an existing slip at 620 Gulf Shore Drive.

Attachments:

1. Gulf Shore Drive 620 HB APP
07092018
2. JULY Harbor Board Official

ITEM # 2018-492

Notification 07102018



City of Destin
Community Development Department
Planning & Zoning Division
City of Destin Annex
4100 Indian Bayou Trail
Destin, Florida 32541
Phone (850) 837-4242 • Fax (850) 460-2171
planning@cityofdestin.com

APPLICATION for HARBOR BOARD

Harbor Board meets the 4th Monday, all applications must be submitted at least 2 weeks prior.

Description of work: Install boatlift on new pilings next to dock on canal. No pilings will be away from dock.

1. APPLICANT INFORMATION:

Name: Paul Pankey
Mailing Address: 605 Gulf Shore Dr, Destin, FL 32541
Phone: 205 919 0000 Fax: _____
Email: _____

2. PROPERTY TO BE REVIEWED:

Street Address: 620 Gulf Shore Dr
Parcel ID #: 00-2S-24-2186-000E-0150

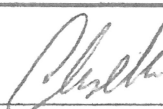
- 3. FEE:** **\$40.00 Residential** **Cash, Check, MasterCard or Visa**
 \$80.00 Commercial Marine Applications, Fees & Letters per FY2017 Schedule of Fees,
 adopted 02/21/17, effective 02/22/17.

Must be paid when submitting application.

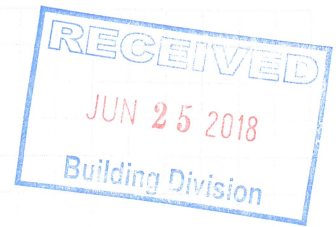
4. ADDITIONAL DOCUMENTATION REQUIRED:

- a. Complete detailed drawings and site plan.
- b. Adjacent property owner mailing information.

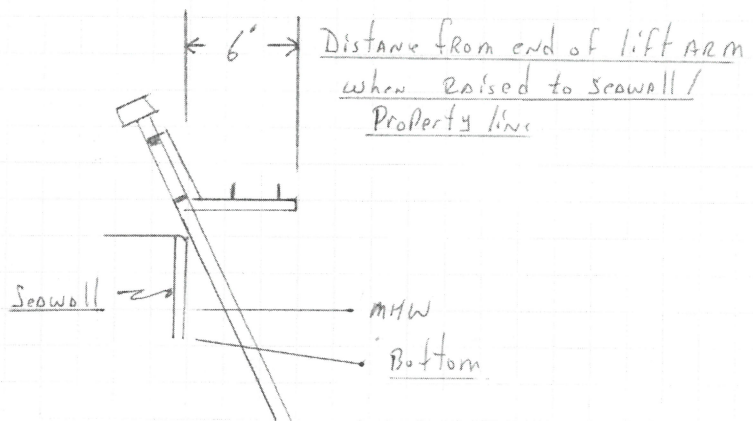
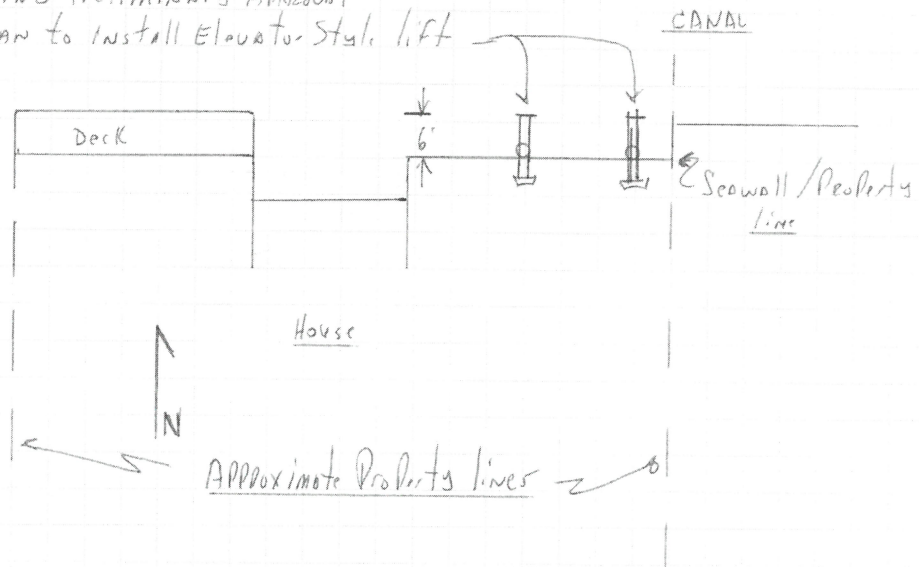
State and Federal permits required prior to submission for Harbor Board approval.

APPLICANT'S SIGNATURE:  DATE: 7/5/18

Drawing for:
Paul Pankey
605 Gulf Shore Dr

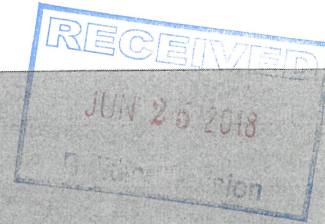


Requesting Preliminary Approval
on Plan to install Elevator-Style lift



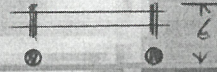
Paul Pankey 605 Gulf Shore Dr

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DESTIN HARBOR

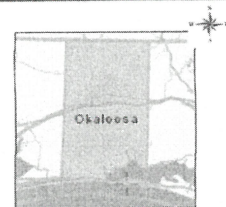
Proposed
Boat Lift



Okaloosa County Appraiser

Parcel: 00-2S-24-2186-000E-0150 Acres: 0

Name:	C E SHARP	Land Value:	471,393
Site:	605 GULF SHORE DR DESTIN	Building Value:	160,900
Sale:	\$100 on 1996-01 Reason=V Qual=U	Misc Value:	5,808
Mail:	P O BOX 43219 BIRMINGHAM, AL 35243	Just Value:	638,101
		Assessed Value:	509,088
		Exempt Value:	0
		Taxable Value:	509,088



Okaloosa County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll.

Date printed: 05/09/18 : 12:15:03



Florida Department of Environmental Protection

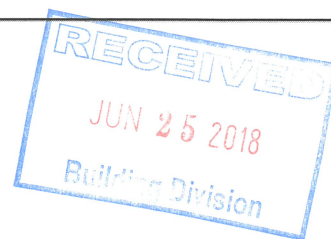
Bob Martinez Center
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

Rick Scott
Governor

Carlos Lopez-Cantera
Lt. Governor

Noah Valenstein
Secretary

TERMS AND CONDITIONS



Self Certification File No.: **0365543001EE**

Construction Conditions:

Private residential single family docks are subject to the following criteria in accordance with Section 403.813(1)(b), F.S.

The dock to be constructed:

1. Has 1,000 square feet or less over water surface (includes adjacent wetlands) in accordance with Chapter 62-340, F.A.C.;
2. Is constructed on or held in place by pilings and is constructed so as not to involve filling or dredging other than that necessary to install the pilings;
3. Will not substantially impede the flow of water, cause water pollution, or create a navigational hazard;
4. Is used ONLY for recreational, noncommercial activities associated with the mooring or storage of boats and boat paraphernalia;
5. Is the sole dock on the parcel; and
6. Must not be subject to any conservation easement or restrictive covenant of record prohibiting the activity.

Boat lifts are subject to the following additional conditions:

1. Is to be installed in a proposed slip or, at or adjacent to the waterward end of the dock;
2. With other mooring will not result in the mooring of more than two vessels (including jet skis);
3. Will not substantially impede the flow of water, cause water pollution, or create a navigational hazard;
4. Will not be located in areas prohibited for mooring by a previously issued permit or other form of authorization issued by a local government;

General Conditions for Sovereignty/State-Owned Submerged Lands Authorizations:

Any use of sovereignty/state-owned submerged lands is subject to the following general conditions that are binding upon the applicant and are enforceable under Chapters 253, F.S. or Chapters 258, F.S.

1. Sovereignty/state-owned submerged lands may be used only for the specified activity or use. Any unauthorized deviation from the specified activity or use and the conditions for undertaking that activity or use will constitute a violation. Violation of the authorization will result in suspension or revocation of the applicant's use of the sovereignty/state-owned submerged lands unless cured to the satisfaction of the Board of Trustees of the Internal Improvement Trust Fund (Board).
2. Authorization under Rule 18-21.005, F.A.C., conveys no title to sovereignty/state-owned submerged lands or water column, nor does it constitute recognition or acknowledgment of any other person's title to such land or water.
3. Authorizations under Rule 18-21.005, F.A.C., may be modified, suspended or revoked in accordance with its terms or the remedies provided in Sections 253.04, F.S. or Chapter 18-14, F.A.C.
4. Structures or activities will be constructed and used to avoid or minimize adverse impacts to resources.
5. Construction, use, or operation of the structure or activity will not adversely affect any species which is endangered, threatened or of special concern, as listed in Rules 68A-27.003, 68A-27.004, and 68A-27.005, F.A.C.;
6. Structures or activities will not unreasonably interfere with riparian rights. When a court of competent jurisdiction determines that riparian rights have been unlawfully affected, the structure or activity will be modified in accordance with the court's decision.
7. Structures or activities will not create a navigational hazard.
8. Structures will be maintained in a functional condition and will be repaired or removed if they become dilapidated to such an extent that they are no longer functional.
9. Structures or activities will be constructed, operated, and maintained solely for water dependent purposes.
10. The applicant agrees to indemnify, defend and hold harmless the Board and the State of Florida from all claims, actions, lawsuits and demands in any form arising out of the authorization to use sovereignty/state-owned submerged lands or the applicant's use and construction of structures on sovereignty/state-owned submerged lands. This duty to indemnify and hold harmless will include any and all liabilities that are associated with the structure or activity including special assessments or taxes that are now or in the future assessed against the structure or activity during the period of the authorization.
11. Failure by the Board to enforce any violation of the authorization or waiver by the Board of any provision of the authorization will not invalidate the provision not enforced or waived, nor will the failure or waiver prevent the Board from enforcing the waived or unenforced provision in the event of a future violation of that provision.
12. Applicant binds itself and its successors and assigns to abide by the provisions and conditions set forth in the authorization. If the applicant or its successors or assigns fails or refuses to comply with



Florida Department of Environmental Protection

Bob Martinez Center
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

Rick Scott
Governor

Carlos Lopez-Cantera
Lt. Governor

Noah Valenstein
Secretary

CONDITION FOR THE DEPARTMENT OF THE ARMY SELF-CERTIFIED STATE PROGRAMMATIC GENERAL PERMIT FOR A PROJECT AT A PRIVATE, SINGLE FAMILY RESIDENCE

Self Certification File No.: **0365543001EE**

General Conditions:

1. The time limit for completing the work authorized on July 26, 2021.
2. You must maintain the activity authorized by this permit in good condition and in conformance with the terms and conditions of this permit. You are not relieved of this requirement if you abandon the permitted activity, although you may make a good faith transfer to a third party in compliance with General Condition 4 below. Should you wish to cease to maintain the authorized activity or should you desire to abandon it without a good faith transfer, you must obtain a modification of this permit from this office, which may require restoration of the area.
3. If you discover any previously unknown historic or archeological remains while accomplishing the activity authorized by this permit, you must immediately notify this office of what you have found. We will initiate the Federal and State coordination required to determine if the remains warrant a recovery effort or if the site is eligible for listing in the National Register of Historic Places.
4. If you sell the property associated with this permit, you must obtain the signature of the new owner on the enclosed form and forward a copy of the permit to this office to validate the transfer of this authorization.
5. If a conditioned water quality certification has been issued for your project, you must comply with the conditions specified in the certification as special conditions to this permit.
6. You must allow representatives from this office to inspect the authorized activity at any time deemed necessary to ensure that it is being or has been accomplished in accordance with the terms and conditions of your permit.

Further Information:

1. Limits of this authorization:
 - a. This permit does not obviate the need to obtain other Federal, State, or local authorizations required by law.
 - b. This permit does not grant any property rights or exclusive privileges.
 - c. This permit does not authorize any injury to the property or rights of others.
 - d. This permit does not authorize interference with any existing or proposed Federal projects.
2. Limits of Federal Liability. In issuing this permit, the Federal Government does not assume any liability for the following:
 - a. Damages to the permitted project or uses thereof as a result of other permitted or unpermitted activities or from natural causes.
 - b. Damages to the permitted project or uses thereof as a result of current or future activities

undertaken by or on behalf of the United States in the public interest.

c. Damages to persons, property, or to other permitted or unpermitted activities or structures caused by the activity authorized by this permit.

d. Design or Construction deficiencies associated with the permitted work.

e. Damage claims associated with any future modification, suspension, or revocation of this permit.

3. Reliance on Applicant's Data: The determination of this office that issuance of this permit is not contrary to the public interest was made in reliance on the information you provided.
4. Reevaluation of Permit Decision: This office may reevaluate its decision on this permit at any time the circumstances warrant. Circumstances that could require a reevaluation include, but are not limited to, the following:
 - a. You fail to comply with the terms and conditions of this permit.
 - b. The information provided by you in support of your permit application proves to have been false, incomplete, or inaccurate (see 3 above).
 - c. Significant new information surfaces which this office did not consider in reaching the original public interest decision.
5. Such a reevaluation may result in a determination that it is appropriate to use the suspension, modification, and revocation procedures contained in 33 CFR 325.7 or enforcement procedures such as those contained in 33 CFR 326.4 and 326.5. The referenced enforcement procedures provide for the issuance of an administrative order requiring you comply with the terms and conditions of your permit and for the initiation of legal action where appropriate. You will be required to pay for any corrective measures ordered by this office, and if you fail to comply with such directive, this office may in certain situations (such as those specified in 33 CER 209.170) accomplish the corrective measures by contract or otherwise and bill you for the cost.
6. When the structures or work authorized by this permit are still in existence at the time the property is transferred, the terms and conditions of this permit will continue to be binding on the new owner(s) of the property. To validate the transfer of this permit and the associated liabilities associated with compliance with its terms and conditions, have the transferee sign and date the enclosed form.
7. The Permittee understands and agrees that, if future operations by the United States require the removal, relocation, or other alteration, of the structures or work herein authorized, or if, in the opinion of the Secretary of the Army or his authorized representative, said structure or work shall cause unreasonable obstruction to the free navigation of the navigable waters, the Permittee will be required, upon due notice from the U.S. Army Corps of Engineers, to remove, relocate, or alter the structural work or obstructions caused thereby, without expense to the United States. No claim shall be made against the United States on account of any such removal, relocation or alteration.

Manatee Conditions:

1. All personnel associated with the project will be instructed about the presence of manatees and manatee speed zones, and the need to avoid collisions with and injury to manatees. The permittee will advise all construction personnel that there are civil and criminal penalties for harming, harassing, or killing manatees which are protected under the Marine Mammal Protection Act, the Endangered Species Act, and the Florida Manatee Sanctuary Act.
2. All vessels associated with the construction project will operate at "Idle Speed/No Wake" at all times while in the immediate area and while in water where the draft of the vessel provides less than a fourfoot clearance from the bottom. All vessels will follow routes of deep water whenever possible.
3. Siltation or turbidity barriers will be made of material in which manatees cannot become entangled, will be properly secured, and will be regularly monitored to avoid manatee entanglement or entrapment. Barriers must not impede manatee movement.
4. All on-site project personnel are responsible for observing water-related activities for the presence of manatee(s). All in-water operations, including vessels, must be shutdown if a manatee(s) comes within 50 feet of the operation. Activities will not resume until the manatee(s) has moved beyond the 50-foot radius of the project operation, or until 30 minutes elapses if the manatee(s) has not

**Dock Construction Guidelines in Florida for Docks or Other Minor Structures
Constructed in or over Submerged Aquatic Vegetation (SAV), Marsh or Mangrove Habitat
U.S. Army Corps of Engineers/National Marine Fisheries Service
August 2001**

Submerged Aquatic Vegetation:

1. Avoidance. The pier shall be aligned so as to minimize the size of the footprint over SAV beds.
2. The height of pier shall be a minimum of 5 feet above MHW/OHW as measured from the top surface of the decking.
3. The width of the pier is limited to a maximum of 4 feet. A turnaround area is allowed for piers greater than 200 feet in length. The turnaround is limited to a section of the pier no more than 10 feet in length and no more than 6 feet in width. The turnaround shall be located at the midpoint of the pier.
4. Over-SAV bed portions of the pier shall be oriented in a north-south orientation to the maximum extent that is practicable.
5. a. If possible, terminal platforms shall be placed in deep water, waterward of SAV beds or in an area devoid of SAV beds.

b. If a terminal platform is placed over SAV areas and constructed of grated decking, the total size of the platform shall be limited to 160 square feet. The grated deck material shall conform to the specifications stipulated below. The configuration of the platform shall be a maximum of 8 feet by 20 feet. A minimum of 5 feet by 20 feet shall conform to the 5-foot height requirement; a 3 feet by 20 feet section may be placed 3 feet above MHW to facilitate boat access. The long axis of the platform should be aligned in a north-south direction to the maximum extent that is practicable.

c. If the terminal platform is placed over SAV areas and constructed of planks, the total size of the platform shall be limited to 120 square feet. The configuration of the platform shall be a maximum of 6 feet by 20 feet of which a minimum 4-foot wide by 20-foot long section shall conform to the 5-foot height requirement. A section may be placed 3 feet above MHW to facilitate boat access. The 3 feet above MHW section shall be cantilevered. The long axis of the platform should be aligned in a north-south direction to the maximum extent that is practicable. If the 3 feet above MHW section is constructed with grating material, it may be 3 feet wide.
6. One uncovered boat lift area is allowed. A narrow catwalk (2 feet wide if planks are used, 3 feet wide if grating is used) may be added to facilitate boat maintenance along the outboard side of the boat lift and a 4-foot wide walkway may be added along the stern end of the boat lift, provided all such walkways are elevated 5 feet above MHW. The catwalk shall be cantilevered from the outboard mooring pilings (spaced no closer than 10 feet apart).
7. Pilings shall be installed in a manner which will not result in the formation of sedimentary deposits("donuts" or "halos") around the newly installed pilings. Pile driving is the preferred method of installation, but jetting with a low pressure pump may be used.
8. The spacing of pilings through SAV beds shall be a minimum of 10 feet on center.
9. The gaps between deckboards shall be a minimum of ½ inch.

Marsh:

1. The structure shall be aligned so as to have the smallest over-marsh footprint as practicable.
2. The over-marsh portion of the dock shall be elevated to at least 4 feet above the marsh floor.
3. The width of the dock is limited to a maximum of 4 feet. Any exceptions to the width must be accompanied by an equal increase in height requirement.

Mangroves.

1. The width of the dock is limited to a maximum of 4 feet.
2. Mangrove clearing is restricted to the width of the pier.
3. The location and alignment of the pier should be through the narrowest area of the mangrove fringe.

Grid Specifications and Suppliers

The following information does not constitute a U.S. Army Corps of Engineers endorsement or advertisement for any particular provider and is provided only as an example for those interested in obtaining these materials for dock construction. A type of fiberglass grate panel is manufactured by SeaSafe (Lafayette, LA; phone: 1-800-326-8842) and FiberGrate (1-800-527-4043). Plastic grate panels are also available from Southern Pine Lumber Company (Stuart, FL; phone: 772-692-2300). Panels are available in a variety of sizes and thicknesses. For safety, the grate should contain an anti-slip texture which is integrally molded into the top surface. The manufacturer or local distributor should be consulted to ensure that the load-bearing capacity of the selected product is sufficient to support the intended purpose. Contact the manufacturer(s) for product specifications and a list of regional distributors.



**Community Development Department
Planning Division
4200 Indian Bayou Trail
Destin, FL 32541
(850) 837-4242
dmcDonald@cityofdestin.com**

OFFICIAL NOTIFICATION

Date:	July 27, 2018
Proposed Marine Construction:	Installation of New Boat Lifts and Pilings in Existing Slips (4), Chuck LoBello, Authorized Agent • 320 Harbor Boulevard, Slip #19; David Riemann, Property Owner • 420 Oak Harbour Lane, #201; Harrell Simpson, Property Owner • 620 Gulf Shore Drive; Paul Pankey, Property Owner • 654 Harbor Boulevard, Slip #4; Beth O'Keefe, Property Owner

The applications submitted requesting approval of marine construction located at the above addresses will be reviewed by the City of Destin's Harbor and Waterways Board on July 23, 2018 at 5:00 p.m., at the City of Destin, City Hall, located at 4200 Indian Bayou Trail, Destin, Florida.

The purpose of this hearing is to discuss the approval of the proposed marine construction referenced above. It is requested that you and/or a representative be present during this hearing to answer any questions that may be asked.

If you should have any questions, please feel free to contact the office at (850) 837-4242.

Sincerely,

Dawn McDonald
Planner

Enclosure: Drawings of proposed marine construction

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Consent Agenda

TO: City Council

THRU: Carisse LeJeune, City Manager

FROM: Jennifer Bryla, Community Development Director

DATE: July 27, 2018

SUBJECT: Application to install a new boat lift and pilings in an existing slip at 654 Harbor Boulevard (Slip 4)

I. BACKGROUND: Contractor Chuck LoBello submitted an application to install a new boat lift and pilings in an existing slip.

II. DISCUSSION:

A. Link to Strategic Goals / Objectives:

1. Enhance Quality of Life
2. Improve Public Use of Beach, Waterways and Harbor
3. Enhance and Preserve Heritage and Environment

B. Effect on Budget (EOB): There is no staff requirement for this project.

C. Level of Service (LOS): The City of Destin shall not incur any expense or revenue as a result of this project.

III. CONCLUSION: The application has been reviewed and approved by the Florida Department of Environmental Protection (FDEP), City staff, and the City of Destin Harbor and Waterways Board. City staff reviewed the application and determined that the plans comply with City Codes and regulations. At the July 23, 2018, Destin Harbor and Waterways Board meeting, the Board unanimously recommended the City Council approve the application.

IV. RECOMMENDED MOTION: Move to approve the application to install a new boat lift and pilings in an existing slip at 654 Harbor Boulevard (Slip 4).

Attachments:

1. Harbor Blvd 654 Slip 4 HB APP
07092018

2. JULY Harbor Board Official
Notification 07102018



City of Destin
Community Development Department
Planning & Zoning Division
City of Destin Annex
4100 Indian Bayou Trail
Destin, Florida 32541
Phone (850) 837-4242 • Fax (850) 460-2171
planning@cityofdestin.com

APPLICATION for HARBOR BOARD

Harbor Board meets the 4th Monday, all applications must be submitted at least 2 weeks prior.

Description of work: Install (4) pilings and boatlift in existing slip #4

1. APPLICANT INFORMATION:

Name: Beth Okeefe

Mailing Address: 654 Harbor Blvd Destin Florida 32541

Phone: 404-421-3690

Fax: _____

Email: _____

2. PROPERTY TO BE REVIEWED:

Street Address: 654 Harbor Blvd Slip #4

Parcel ID #: 00-2S-22-505A-0000-0040

3. **FEE:** \$40.00 Residential
 \$80.00 Commercial

Cash, Check, MasterCard or Visa

Marine Applications, Fees & Letters per FY2017 Schedule of Fees,
adopted 02/21/17, effective 02/22/17.

Must be paid when submitting application.

4. ADDITIONAL DOCUMENTATION REQUIRED:

- a. Complete detailed drawings and site plan.
- b. Adjacent property owner mailing information.

State and Federal permits required prior to submission for Harbor Board approval.

APPLICANT'S SIGNATURE: _____

DATE: _____

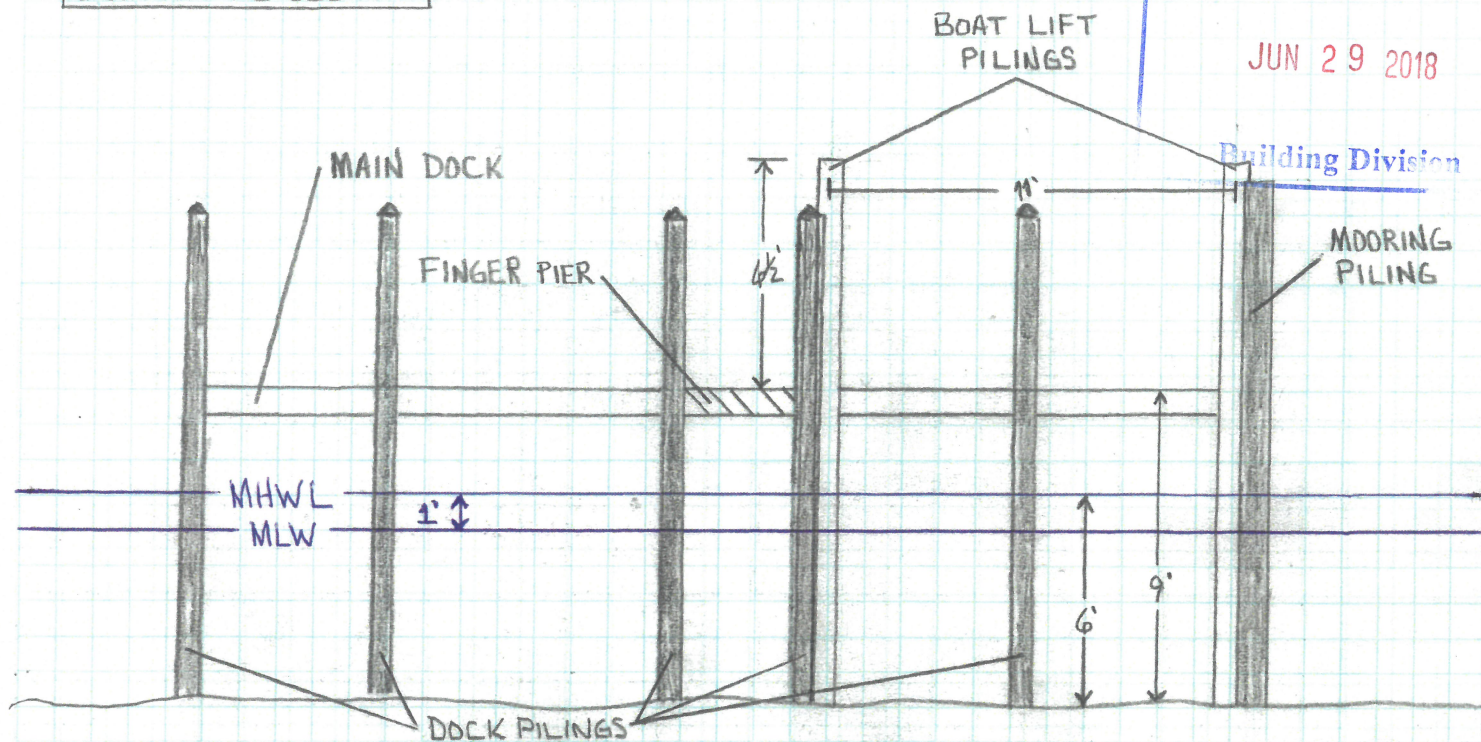
7/5/18

Beth O'Keefe
654 Harbor Blvd. 4
Destin, FL 32541

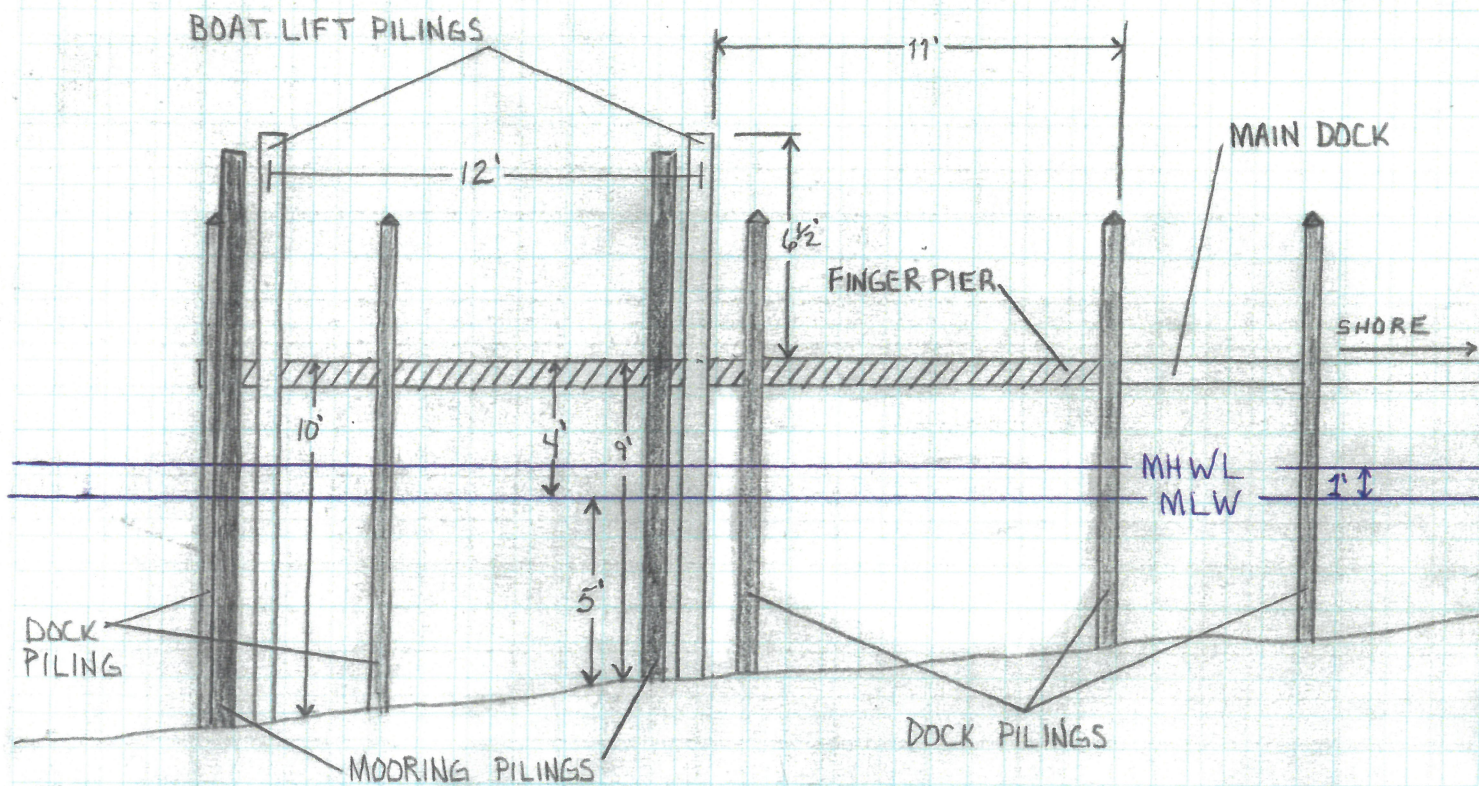
CROSS SECTION VIEW

RECEIVED

JUN 29 2018



PROFILE VIEW



Beth O'Keefe
654 Harbor Blvd. 4
Destin. FL 32541

RECEIVED

JUN 29 2018

Building Division

SHORE

EXISTING DOCK

UNIT 4 SLIP

25

11

PROPOSED

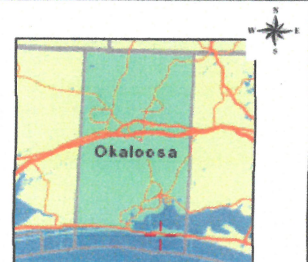
LIFT

12.

3



Okaloosa County Appraiser			
Parcel: 00-2S-22-505A-0000-0040 Acres: 0			
Name:	O'KEEFE BETH ANN	Land Value:	██████████
Site:	654 HARBOR BLVD 4 DESTIN	Building Value:	██████████
Sale:	██	Misc Value:	██████████
Mail:	1714 BENTRIDGE DR KENNESAW, GA 30144	Just Value:	██████████
		Assessed Value	██████████
		Exempt Value	██████████
		Taxable Value	██████████



Okaloosa County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll.
 Date printed: 05/14/18 : 12:34:53



Florida Department of Environmental Protection

Northwest District Office
160 W. Government Street, Suite 308
Pensacola, Florida 32502-5740

Rick Scott
Governor

Carlos Lopez-Cantera
Lt. Governor

Noah Valenstein
Secretary

May 25, 2018

Beth O'Keefe
654 Harbor Boulevard
Destin, Florida 32541
bokeefe4@earthlink.net

File No.: 0194659-003-EE/46, Okaloosa County

Dear Ms. O'Keefe:

On May 15, 2018 we received your request for verification of exemption to perform the following activities:

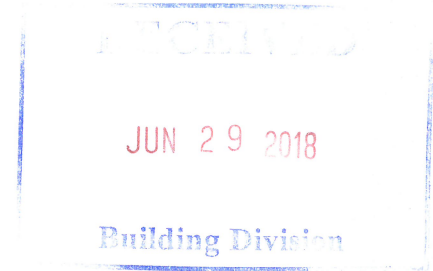
To add a boatlift to an existing multi-family dock. within Destin Harbor, Class III Florida Waters, Prohibited Shellfish Harvesting Area. The project is located at 654 Harbor Boulevard, Parcel No. 00-2S-22-505A-0000-0040, in Destin, Florida 32541, Section 30, Township 02South, Range 22West in Okaloosa County; 30°23'025.4464" North Latitude, -86°29'31.0665" West Longitude.

Your request has been reviewed to determine whether it qualifies for (1) regulatory exemption, (2) proprietary authorization (related to state-owned submerged lands), and (3) federal approval that may be necessary for work in wetlands or waters of the United States.

Your project qualifies for all three. However, this letter does not relieve you from the responsibility of obtaining other federal, state, or local authorizations that may be required for the activity.

If you change the project from what you submitted, the authorization(s) granted may no longer be valid at the time of commencement of the project. Please contact us prior to beginning your project if you wish to make any changes.

If you have any questions regarding this matter, please contact Tanya McHale at the letterhead address, at (850)595-0614, or at Tanya.McHale@dep.state.fl.us.



1. Regulatory Review – Verified

Based on the information submitted, the Department has verified that the activity as proposed is exempt, under Rule 62-330.051(5)(b), Florida Administrative Code (F.A.C.) under Section 403.813(1)(b), Florida Statutes (F.S.) from the need to obtain a regulatory permit under Part IV of Chapter 373 of the Florida Statutes.

This exemption verification is based on the information you provided the Department and the statutes and rules in effect when the information was submitted. This verification may not be valid if site conditions materially change, the project design is modified, or the statutes or rules governing the exempt activity are amended. In the event you need to re-verify the exempt status for the activity, a new request and verification fee will be required. Any substantial modifications to the project design should be submitted to the Department for review, as changes may result in a permit being required.

2. Proprietary Review – Granted

The Department acts as staff to the Board of Trustees of the Internal Improvement Trust Fund (Board of Trustees) and issues certain authorizations for the use of sovereign submerged lands. The Department has the authority to review activities on sovereign submerged lands under Chapters 253 and 258, F.S. and Chapters 18-20 and 18-21, F.A.C.

The activity appears to be located on sovereign submerged lands owned by the Board of Trustees. The activity is not exempt from the need to obtain the applicable proprietary authorization. As staff to the Board of Trustees, the Department has reviewed the activity described above, and has determined that the activity qualifies for an automatic consent by rule under Rule 18-21.005(1)(b), F.A.C. and Section 253.77, F.S. to construct and use the activity on the specified sovereign submerged lands, as long as the work performed is located within the boundaries as described herein and is consistent with the terms and conditions herein. No further application is required for this consent by rule.

Special Consent Conditions for Sovereign Submerged Lands Authorization

1. The applicant agrees to indemnify, defend and hold harmless the Board of Trustees and the State of Florida from all claims, actions, lawsuits and demands in any form arising out of the authorization to use sovereignty submerged lands or the applicant's use and construction of structures on sovereignty submerged lands. This duty to indemnify and hold harmless will include any and all liabilities that are associated with the structure or activity including special assessments or taxes that are now or in the future assessed against the structure or activity during the period of the authorization.

2. Failure by the Board of Trustees to enforce any violation of a provision of the authorization or waiver by the Board of Trustees of any provision of the authorization will not invalidate the



**Community Development Department
Planning Division
4200 Indian Bayou Trail
Destin, FL 32541
(850) 837-4242
dmcDonald@cityofdestin.com**

OFFICIAL NOTIFICATION

Date:	July 27, 2018
Proposed Marine Construction:	Installation of New Boat Lifts and Pilings in Existing Slips (4), Chuck LoBello, Authorized Agent • 320 Harbor Boulevard, Slip #19; David Riemann, Property Owner • 420 Oak Harbour Lane, #201; Harrell Simpson, Property Owner • 620 Gulf Shore Drive; Paul Pankey, Property Owner • 654 Harbor Boulevard, Slip #4; Beth O'Keefe, Property Owner

The applications submitted requesting approval of marine construction located at the above addresses will be reviewed by the City of Destin's Harbor and Waterways Board on July 23, 2018 at 5:00 p.m., at the City of Destin, City Hall, located at 4200 Indian Bayou Trail, Destin, Florida.

The purpose of this hearing is to discuss the approval of the proposed marine construction referenced above. It is requested that you and/or a representative be present during this hearing to answer any questions that may be asked.

If you should have any questions, please feel free to contact the office at (850) 837-4242.

Sincerely,

Dawn McDonald
Planner

Enclosure: Drawings of proposed marine construction

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO:

THRU:

FROM:

DATE:

SUBJECT: Councilmember Braden

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: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO:

THRU:

FROM:

DATE:

SUBJECT: Councilmember Ramswell

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: August 6, 2018

TYPE OF AGENDA ITEM: Action Item

TO:

THRU:

FROM:

DATE:

SUBJECT: Discussion of submerged land lease.

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: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO:

THRU:

FROM:

DATE:

SUBJECT: Councilmember Dixon

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: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO:

THRU:

FROM:

DATE:

SUBJECT: Councilmember Overdier

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: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO:

THRU:

FROM:

DATE:

SUBJECT: Councilmember Marler

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: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO:

THRU:

FROM:

DATE:

SUBJECT: Councilmember Destin

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: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO:

THRU:

FROM:

DATE:

SUBJECT: Councilmember Morgan

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: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO:

THRU:

FROM:

DATE:

SUBJECT: Mayor Gary Jarvis

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: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO:

THRU:

FROM:

DATE:

SUBJECT: Land Use Attorney

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: August 6, 2018

TYPE OF AGENDA ITEM: Action Item

TO: City Council

THRU: Carisse LeJeune, City Manager

FROM: Kimberly Kopp, Land Use Attorney

DATE: July 17, 2016

SUBJECT: Consideration of Settlement Proposal in Destin v. Andry, et al (involving settlement of code enforcement cases and subsequent appeal for certain structures with noncompliant first floors in the floodplain).

I. BACKGROUND: The City Council previously directed the City Land Use Attorney to negotiate a settlement agreement with opposing counsel (David Theriaque, Esq.) for resolution of the subject lawsuit.

The proposed agreement was reached between the attorneys on July 16, 2018, and delivered to the City Council for consideration at the July 16, 2018 meeting as a "walk on" agenda item. At that time, the City Council requested more time to review the proposed agreement. As such, the proposed agreement is back before the City Council tonight for consideration.

II. DISCUSSION:

The key points to the settlement agreement are summarized as follows:

1. Complete resolution of the pending lawsuit.
2. All code enforcement issues regarding any existing first floor improvements in each dwelling unit located at 3606 Melrose Avenue, Destin, Florida, 3595 Waverly Circle, Destin, Florida, and 3609 Waverly Circle, Destin, Florida ("Properties"), would be resolved pursuant to the City's issuance of Section 1316 Declarations for the properties.
3. In 95 days of the Agreement's effective date, or upon FEMA's acceptance of the 1316, the City would voluntarily dismiss the pending lawsuit/appeal and

subsequently, would file releases of violations in the public records.

4. The Properties would thereafter not be subject to further code enforcement proceedings regarding any existing first floor improvements, including matters involving existing unpermitted improvements.

5. The Properties would be eligible for building permits for any future first floor improvements if such future improvements are consistent with the then current applicable building code and City codes.

6. Opposing counsel did request the following additional language, which was not discussed when the City Council initially directed the settlement. The new language, which I will be happy to discuss at the City Council meeting, is to include language applicable to only one of the properties. That is, the new two-foot elevation requirement mandated by the City's newly updated floodplain ordinance would not apply to the property located at 3606 Melrose Avenue. Rather, such property is grandfathered at a one-foot elevation requirement. Opposing counsel has indicated this property owner desires to come into full compliance with Code, but cannot meet the new 2 foot requirement. However, the property owner has indicated he can meet the requirement of the Code that was in existence at the time the code enforcement action was commenced, which required only one foot.

7. The City waives all liens and fines on the Properties.

8. The property owners sign and record in the Official Records of Okaloosa County, Florida, a waiver and release of any liability on the part of the City for any damage or injury (including death) related to the existing first floor improvements.

9. This Agreement would be null and void if FEMA rejects or does not accept the Section 1316 Declarations within ninety (90) calendar days of the Effective Date of this Agreement. If this were to occur, the litigation would continue, or the parties could mutually agree to extend this time frame.

A. **Link to Strategic Goals / Objectives:**

B. **Effect on Budget (EOB):**

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

III. CONCLUSION: The City Land Use Attorney is seeking direction from Council regarding the proposed settlement agreement.

IV. RECOMMENDED MOTION: I move to approve the subject settlement agreement and direct the City Land Use Attorney to proceed in the matter in accordance with its terms and conditions.

Attachments:

1. Settlement Forbearance Agreement
dated 7-17-18

SETTLEMENT AGREEMENT

THIS SETTLEMENT AGREEMENT (“Agreement”) is made and entered into on this ____ day of August 2018, by and between BROOKE ANDRY, 3609 WAVERLY CIRCLE, LLC, GRAHAM HILL, and KIMBERLY N. HILL (collectively, the “Respondents”), and the CITY OF DESTIN, FLORIDA (“City”).

RECITALS:

WHEREAS, on April 26, 2016, the City issued a “Notice of Code Violation” to Respondent Brooke Andry regarding the real property located at 3606 Melrose Avenue, Destin, Florida (“3606 Melrose Violation”); and

WHEREAS, on April 26, 2016, the City issued a “Notice of Code Violation” to Respondent 3609 Waverly Circle, LLC, regarding the real property located at 3609 Waverly Circle, Destin, Florida (“3609 Waverly Violation”); and

WHEREAS, on April 28, 2016, the City issued a “Notice of Code Violation” to Respondent Brooke Andry regarding the real property located at 3595 Waverly Circle, Destin, Florida (“3595 Waverly Violation”); and

WHEREAS, each of the foregoing Notices of Code Violation charged the Respondents with a violation of Section 11.04.06.F.6 of the City’s Land Development Code, entitled “Provisions for flood hazard reduction”; and

WHEREAS, on April 19, 2017, the City’s Code Enforcement Special Magistrate held a combined hearing on the 3606 Waverly Violation, the 3609 Waverly Violation, and the 3595 Waverly Violation, said cases being assigned Case Nos. 16-1093, 16-1095, and 16-1096 (“Special Magistrate Cases”); and

WHEREAS, by Order dated May 30, 2017, the City’s Code Enforcement Special Magistrate granted the Respondents’ Motion to Dismiss and dismissed the Special Magistrate Cases based upon the Respondents’ assertion that the City had failed to meet its initial burden of proof; and

WHEREAS, on June 29, 2017, the City filed a “Notice of Appeal” of the Code Enforcement Special Magistrate’s May 30 Order in Okaloosa County Circuit Court, said case being styled as *City of Destin, Department of Code Enforcement v. Andry, et al.*, Case No. 17-CA-2297 (“Code Enforcement Appeal”); and

WHEREAS, on January 30, 2017, Respondents Graham Hill and Kimberly N. Hill purchased the property located at 3606 Melrose Avenue, which was the subject of the 3606 Melrose Violation; and

WHEREAS, subsequent to the initiation of the Special Magistrate Cases and the filing of the Code Enforcement Appeal, the City and the Respondents have explored various settlement options in an attempt to amicably resolve their dispute; and

WHEREAS, the City and the Respondents desire to enter into this Agreement for the purposes of resolving the Special Magistrate Cases and the Code Enforcement Appeal and are motivated by a desire to avoid the time, costs, and uncertainty associated with litigation and to arrive at a fair and reasonable agreement to resolve their dispute.

NOW, THEREFORE, in consideration of the terms and mutual covenants contained herein, the City and the Respondents (collectively, the “Parties”) intending to be legally bound, agree as follows:

1. **Recitals.** The above-referenced recitals are true and correct and are hereby incorporated into this Agreement for all purposes.

2. **Terms of Agreement.** In connection with the Parties’ mutual execution of this Agreement and the covenants and terms herein, the Parties agree as follows:

- A. All code enforcement issues regarding any existing first floor improvements in each dwelling unit located at 3606 Melrose Avenue, Destin, Florida, 3595 Waverly Circle, Destin, Florida, and 3609 Waverly Circle, Destin, Florida (“Properties”), shall be resolved pursuant to Section 1316 of the National Flood Insurance Act of 1968, as amended (“Section 1316 Declaration”). The City shall issue the Section 1316 Declarations within ten (10) calendar days of the Effective Date of this Agreement.
- B. Within ninety-five (95) calendar days of the Effective Date of this Agreement or within five (5) business days after FEMA notifies the City that it accepts the Section 1316 Declarations for the Properties, whichever occurs first, the City shall file a Notice of Voluntary Dismissal with the Circuit Court thereby dismissing the Code Enforcement Appeal.
- C. Within 100 calendar days of the Effective Date of this Agreement or within five (5) business days after FEMA notifies the City that it accepts the Section 1316 Declarations for the Properties, whichever occurs first, the City shall file in the Official Records of Okaloosa County, Florida, releases of the 3606 Melrose Violation, the 3595 Waverly Violation, and the 3609 Waverly Violation.

- D. The Properties shall not be subject to further code enforcement proceedings regarding any existing first floor improvements, including matters involving existing unpermitted improvements.
- E. The Properties shall be eligible for building permits for any future first floor improvements if such future improvements are consistent with the then current applicable building code and City codes, notwithstanding that the existing first floor may have additional elements that do not meet the then current applicable codes. Such future first floor improvements that meet the then current applicable codes would result in a reduction of any existing nonconformities with such codes.
- F. Notwithstanding Paragraph 2.E., the new two-foot elevation requirement mandated by Section R322.2.1 of City Ordinance No. 18-07-CC shall not apply to the property located at 3606 Melrose Avenue. Rather, such property is grandfathered at a one-foot elevation requirement.
- G. The City waives all liens and fines on the Properties.
- H. Within ninety-five (95) calendar days of the Effective Date of this Agreement or within five (5) business days after FEMA notifies the City that it accepts the Section 1316 Declarations for the Properties, whichever occurs first, each Respondent shall record in the Official Records of Okaloosa County, Florida, a waiver and release of any liability on the part of the City for any damage or injury (including death) related to the existing first floor improvements.
- I. This Agreement shall be null and void if FEMA rejects or does not accept the Section 1316 Declarations within ninety (90) calendar days of the Effective Date of this Agreement.

3. **Authority.** Each Party represents and warrants, with respect to itself, that the execution and delivery of this Agreement has been authorized by all necessary action of each Party, and that this Agreement constitutes the legal, valid, and binding agreement of each Party, enforceable in accordance with its terms. It is expressly understood and agreed that this Agreement shall not become binding upon the City unless and until the City Council approves this Agreement at a public meeting, as is required by Florida law.

4. **Governing Law; Venue.** This Agreement shall be construed, interpreted, enforced, and governed in accordance with the laws of the State of Florida. Venue for any action arising out of or related to this Agreement shall be in Okaloosa County, Florida.

5. **Binding Effect.** This Agreement shall be binding upon and shall inure to the benefit of the respective successors, heirs, assigns, bankruptcy trustees, representatives, affiliates,

officers, directors, partners, members, and joint venturers of the Parties.

6. **Non-Waiver.** Failure by the City or the Respondents to insist upon the strict performance of any of the terms, conditions, or provisions of this Agreement shall not be deemed to be a waiver of such terms, conditions, and provisions, and the City and the Respondents, notwithstanding such failure, shall have the right hereafter to insist upon the strict performance of any or all such terms and conditions of this Agreement as set forth herein.

7. **Mutual Releases.**

- A. The Respondents hereby waive and release, acquit, satisfy, and forever discharge the City, including its elected officials and employees, and any and all affiliates, legal representatives, insurance carriers, successors, and assigns thereof (collectively, the “City-Related Parties”), from any and all claims, counterclaims, defenses, actions, causes of action, suits, controversies, agreements, promises, and demands whatsoever which the Respondents ever had or now have, in law or in equity, for, upon, or by reason of any claim raised or which could have been raised by any Party in the Special Magistrate Cases or the Code Enforcement Appeal as of the Effective Date of this Agreement. In addition, and without waiving the generality of the foregoing, the Respondents covenant with and warrant to the City, including the City-Related Parties, that there exist no claims, counterclaims, defenses, objections, offsets, or claims of offsets against the City, including the City-Related Parties, with regard to any claim raised by any Party in the Special Magistrate Cases or the Code Enforcement Appeal that are not included in and covered by this Agreement. The release set forth in this provision does not apply to any rights granted by or arising from this Agreement.
- B. The City hereby waives and releases, acquits, satisfies, and forever discharges the Respondents, including their officers, members, directors, shareholders, and employees, and any and all subsidiaries, affiliates, legal representatives, insurance carriers, successors, heirs, and assigns thereof (collectively, the “Respondent-Related Parties”), from any and all claims, counterclaims, defenses, actions, causes of action, suits, controversies, agreements, promises, and demands whatsoever which the City ever had or now has, in law or in equity, for, upon, or by reason of any claim raised or which could have been raised by any Party in the Special Magistrate Cases or the Code Enforcement Appeal as of the Effective Date of this Agreement. In addition, and without waiving the generality of the foregoing, the City covenants with and warrants to the Respondents, including the Respondent-Related Parties, that there exist no claims, counterclaims, defenses, objections, offsets, or claims of offsets against the Respondents, including the Respondent-Related Parties, with regard to

any claim raised by any party in the Special Magistrate Cases or the Code Enforcement Appeal that are not included in and covered by this Agreement. The release set forth in this provision does not apply to any rights granted by or arising from this Agreement.

- C. The releases set forth above shall become effective only upon the City Council's approval and execution of this Agreement.

8. **Construction; Headings.** The Parties acknowledge that they participated in the negotiation and drafting of the terms of this Agreement and acknowledge that no provision shall be strictly construed against one party or the other based solely on draftsmanship. The Parties have entered into this Agreement without duress, coercion, or under undue influence of any kind, and are motivated by a desire to avoid the costs and time associated with litigation and to arrive at a fair and reasonable agreement with regard to the Special Magistrate Cases and the Code Enforcement Appeal. The Parties acknowledge that they have been represented by counsel in connection with the negotiation of the terms of this Agreement and that they enter into this Agreement freely and voluntarily, and only after consultation with their respective counsel. All sections and descriptive headings in this Agreement are inserted for convenience only, and shall neither affect the construction or interpretation hereof, nor add or subtract from the meaning of the contents of each section.

9. **Interpretation.** This Agreement shall be read and interpreted in such a manner as to give all provisions their ordinary and customary meaning, and all words, terms, and phrases not otherwise specifically defined by a capitalized term or otherwise shall have the same meaning and interpretation as customarily used among lay persons. The terms "hereby," "hereof," "herein," "hereto," "hereunder," and any similar terms refer to this Agreement in its entirety and not solely to the particular section or paragraph in which the term is used. All words, terms, and phrases specifically defined by a capitalized term shall apply throughout this Agreement in its entirety and not solely to the particular section or paragraph in which the term is used. In construing this Agreement, the singular shall be held to include the plural, the plural shall include the singular, and the use of any gender shall include every other and all genders.

10. **Entire Agreement; Amendments.** This Agreement represents the entire understanding and agreement between the Parties with respect to the subject matter hereof. No representations have been made, either express or implied by the Parties, other than those expressly set forth in this Agreement. This Agreement or any part hereof may not be changed, amended, waived, discharged, or terminated except by an instrument in writing, executed by all Parties.

11. **Enforcement; Remedies.** The Parties shall have all equitable and legal remedies available under Florida law to enforce the terms and conditions of this Agreement, and the terms of this Agreement shall be specifically enforceable in court. In the event of any dispute hereunder or any action to interpret or enforce this Agreement, any provision hereof, or any matter arising herefrom, the prevailing party shall be paid by the non-prevailing party the

reasonable attorneys' fees and costs incurred in enforcing its rights and remedies, whether incurred at the pre-trial, trial, or appellate levels, including any fees and costs incurred in determining the amount of awardable fees.

12. **Severability.** If any part of this Agreement is found invalid or unenforceable by any court of competent jurisdiction, such invalidity or unenforceability shall not affect the other parts of this Agreement if the rights and obligations of the Parties contained therein are not materially prejudiced and if the intentions of the Parties can continue to be effectuated. To that end, this Agreement is declared severable.

13. **Disclaimer of Third Party Beneficiaries.** This Agreement is solely for the benefit of the Parties and no right or cause of action shall accrue by reason hereof to, or for the benefit of, any third party not a formal party hereto. Nothing in this Agreement, expressed or implied, is intended or shall be construed to confer upon or give any other third person or entity any right, remedy, or claim under or by reason of this Agreement or any provisions or conditions hereof, other than as expressly stated herein.

14. **Purpose of this Agreement; Not Establishing Precedent.** By entering into this Agreement, the Parties do not admit any liability whatsoever to the other, or to any other person, arising out of any claims asserted, or that could have been asserted, in the Special Magistrate Cases or the Code Enforcement Appeal, and expressly deny any and all such liability. The Parties acknowledge and agree that this Agreement is not intended by any Party to be construed, and shall not be construed, as an admission by any Party of any liability or violation of any law, statute, ordinance, regulation, or other legal duty of any nature whatsoever. Rather, this Agreement is for the compromise of potential and disputed claims, involving both fact and law, and the Parties enter into this Agreement in a spirit of cooperation for the purpose of avoiding further litigation and in recognition of the desire for the speedy and reasonable resolution of the Parties' dispute. The acceptance of proposals for purposes of this Agreement is part of a negotiated settlement affecting many factual and legal issues and is not an endorsement of, and does not establish precedent for, the use of these proposals in any other circumstances.

15. **Attorneys' Fees; Costs.** The Parties expressly agree to bear the fees and costs of their respective counsel, experts, and consultants in the Special Magistrate Cases, the Code Enforcement Appeal, and in the preparation of this Agreement.

16. **Notices.** All notices and other communications required hereunder shall be in writing and shall be delivered personally, or by registered or certified mail, return receipt requested, postage prepaid, or by Federal Express, or other nationally recognized overnight commercial delivery service, fees prepaid for next day delivery. Such notices shall be deemed to have been received: (i) upon delivery, if personally delivered; (ii) upon the earlier of actual receipt or the third day after mailing, if mailed by registered or certified United States mail, return receipt requested, postage prepaid; and (iii) upon the earlier of actual receipt or the next business day if sent by Federal Express or other nationally recognized overnight commercial

delivery service, if fees are prepaid for next day delivery. The addresses for delivery of such notices shall be as follows:

- (a) To Respondent Brooke Andry:

Brooke Andry
5564 Bellaire Drive
New Orleans, LA 70124

With a copy to:

David A. Theriaque, Esquire
S. Brent Spain, Esquire
Theriaque & Spain
433 N. Magnolia Drive
Tallahassee, Florida 32308

- (b) To Respondent 3609 Waverly Circle, LLC:

Gilbert Andry
5564 Bellaire Drive
New Orleans, LA 70124

With a copy to:

David A. Theriaque, Esquire
S. Brent Spain, Esquire
Theriaque & Spain
433 N. Magnolia Drive
Tallahassee, Florida 32308

- (c) To Respondents Graham Hill and Kimberly N. Hill:

Graham Hill and Kimberly N. Hill
3750 North 30th Place
Arlington, VA 22207

With a copy to:

David A. Theriaque, Esquire
S. Brent Spain, Esquire
Theriaque & Spain
433 N. Magnolia Drive
Tallahassee, Florida 32308

(d) To the City:

City of Destin
c/o City Manager
4200 Indian Bayou Trail
Destin, Florida 32541

With a copy to:

Kimberly Romano Kopp, Esquire
Romano Kopp Law, P.A.
P.O. Box 622562
Oviedo, Florida 32762-2562

or to such other address as any party hereto shall from time to time designate to the other party by notice in writing as herein provided.

17. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed to be an original and need not be signed by more than one of the Parties and all of which shall constitute one and the same agreement. The Parties further agree that each Party shall execute and deliver all other appropriate supplemental agreements and other instruments, and take any other action necessary, to make this Agreement fully and legally effective, binding, and enforceable as between them and as against third parties.

18. **Effective Date.** This Agreement shall become effective upon the date of execution by the last of the Parties.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

19. **Waiver of Jury Trial.** The Parties hereby knowingly, voluntarily, and intentionally waive any right to a jury trial with respect to any claims arising in connection with this Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed in a manner sufficient to bind them as set forth herein.

Signed, sealed, and delivered before me:

WITNESSES

BROOKE ANDRY

Print Name: _____

By: _____

Print Name: _____

Date: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____ 2018, by Brooke Andry. Said person (check one) ____ is personally known to me or ____ produced _____ as identification.

Name: _____	Printed
(Notary Seal)	Notary Public, State of
_____	Commission
No. _____	My commission expires: _____

WITNESSES

GRAHAM HILL

Print Name: _____

By: _____

Print Name: _____

Date: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____
2018, by Graham Hill. Said person (check one) ____ is personally known to me or ____ produced
_____ as identification.

Name: _____
(Notary Seal)

Printed

Notary Public, State of

Commission

No. _____

My commission expires: _____

WITNESSES

KIMBERLY N. HILL

Print Name: _____

By: _____

Print Name: _____

Date: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____
2018, by Kimberly N. Hill. Said person (check one) ____ is personally known to me or ____
produced _____ as identification.

Name: _____	Printed
(Notary Seal)	Notary Public, State of
_____	Commission
No. _____	My commission expires: _____

Print Name: _____

Print Name: _____

By: _____

Date: _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____ 2018, by _____, as Manager of 3609 Waverly Circle, LLC, on behalf of said entity. Said person (check one) ____ is personally known to me or ____ produced as identification.

Printed
Name: _____
(Notary Seal) Notary Public, State of _____

Commission
No. _____
My commission expires: _____

CITY OF DESTIN, FLORIDA

By:_____

Name: Gary Jarvis

Its: Mayor

Date:_____

ATTEST, BY THE CLERK OF THE
CITY COUNCIL OF THE CITY OF
DESTIN, FLORIDA:

City Clerk

Print Name

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND RELIANCE OF THE
CITY OF DESTIN, FLORIDA:

City Land Use Attorney

Print Name

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: August 6, 2018

TYPE OF AGENDA ITEM: Presentation

TO:

THRU:

FROM:

DATE:

SUBJECT: City Attorney

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