

# CITY OF SATELLITE BEACH

CITY COUNCIL  
SEPTEMBER 16, 2015

REGULAR MEETING  
7:00 P.M.



**CITY OF SATELLITE BEACH, FLORIDA**

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565 CASSIA BOULEVARD 32937-3116  
(321) 773-4407  
(321) 779-1388 FAX



INCORPORATED 1957

# **AGENDA**

## **CITY COUNCIL REGULAR MEETING**

**SATELLITE BEACH COUNCIL CHAMBERS  
565 CASSIA BOULEVARD, SATELLITE BEACH, FL 32937**

**SEPTEMBER 16, 2015  
7:00 P.M.**

1. **CALL TO ORDER BY MAYOR CATINO**
2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE LED BY COUNCILMAN OSMER**
3. **PRESENTATION OF PROCLAMATIONS:**
  - **RECOGNIZING KIRA CREATURA AS THE FLORIDA POLICE ATHLETIC LEAGUE GIRL OF THE YEAR FOR 2015**
  - **RECOGNIZING OCTOBER AS MANUFACTURING MONTH IN BREVARD**
4. **CITIZEN COMMENTS**
5. **CITY COUNCIL COMMENTS**
6. **CITY MANAGER REPORT**
7. **FY 2015/2016 BUDGET:**
  - A. **PUBLIC HEARING ON PROPOSED FY 2015/2016 BUDGET**
  - B. **ORDINANCE NO. 1109, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES BY ESTABLISHING AN OPERATING MILLAGE RATE OF 8.2900 MILLS FOR FISCAL YEAR 2015/2016; PROVIDING AN EFFECTIVE DATE (SECOND READING)**

Pursuant to Section 286-0105, FSS, if an individual decides to appeal any decision made by the City Council with respect to any matter considered at this meeting, a verbatim transcript of the proceedings may be required and the individual may need to insure that a verbatim transcript of the proceedings is made. In accordance with the Americans with Disabilities Act and Section 286.26, FSS. Persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's office.

- C. ORDINANCE NO. 1110, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, ADOPTING FY 2015/2016 BUDGET; PROVIDING AN EFFECTIVE DATE (SECOND READING)**
  
- 8. DISCUSS/TAKE ACTION ON ORDINANCE NO. 1111, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, AMENDING THE SATELLITE BEACH PERSONNEL POLICY SECTION 12.01 (JOB CLASSIFICATION LEVELS) TO ADD JOB CLASSIFICATION DEPUTY RECREATION DIRECTOR AND SALARY RANGE; TO ADD JOB CLASSIFICATION FOR COMPTROLLER AND SALARY RANGE; AND PROVIDING AN EFFECTIVE DATE (FIRST READING)**
  
- 9. DISCUSS/TAKE ACTION ON AD HOC GREEN COMMITTEE SUSTAINABILITY ACTION PLAN**
  
- 10. DISCUSS/TAKE ACTION ON ELECTRIC VEHICLE CHARGING STATION AT PELICAN BEACH PARK**
  
- 11. AGENDA ITEMS FOR NEXT REGULAR COUNCIL MEETING**
  
- 12. ADOPTION OF MINUTES: SEPTEMBER 2, 2015, WORKSHOP MEETING  
SEPTEMBER 2, 2015, REGULAR MEETING**



# City Manager's Report

To: Mayor and City Council Members  
From: City Manager Courtney Barker, AICP  
Meeting Date: 9/16/2015

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On **September 19, 2015**, the Ocean Conservancy and Keep Brevard Beautiful will hold the **Florida Coastal Cleanup** event at Pelican Beach Park, from 8am to 12noon. Trash bags, gloves, data cards, pencils and sunscreen will be provided. Bring your own drinking water. For more information, e-mail Ryan Richardson at [ryanrichardsonkbb@gmail.com](mailto:ryanrichardsonkbb@gmail.com).

#### Informational Items:

1. We have received a wonderful thank you note from a family that was grateful for the use of the City's beach wheelchair, which was donated to the City's Fire Department by the Lion's Club. Please see the attached.
2. Congratulations to the Friends of the Library and the Library volunteers for another successful summer reading program for our local children!
3. The Space Coast Transportation Planning Organization is holding a "Pathways Project," which will create an interactive mobility website for Brevard County. They are holding a workshop on September 15, 2015 from 8:30am to 12noon. Please see the attached flyer.

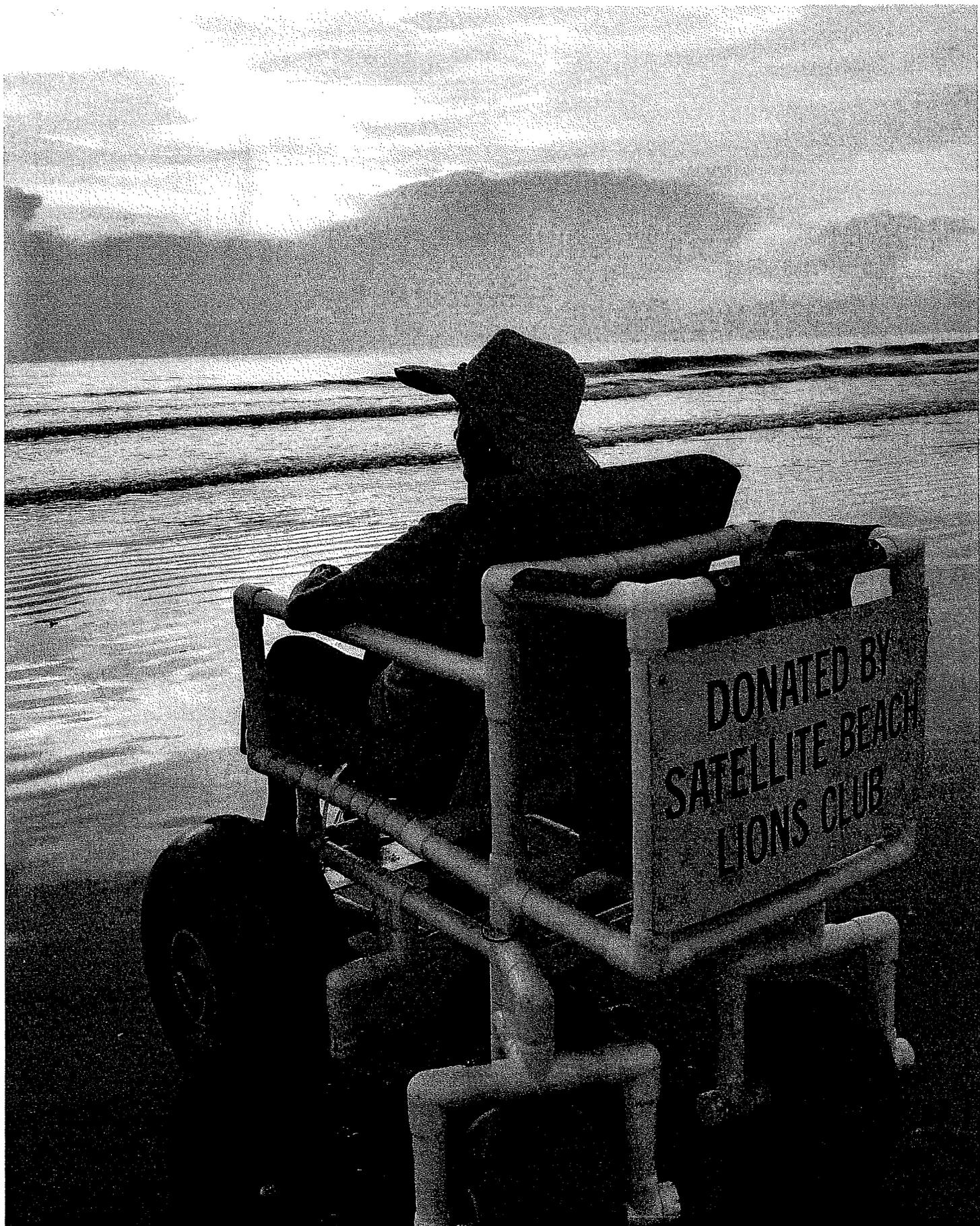
Action Items: None at this time.

**Thank you Parks and Recreation Department  
and Satellite Beach Fire Department  
for the loan of the Beach Wheelchair.**

My mother arrived from Branson, Missouri to  
walk the beach and swim in the pool. A recent  
hip operation prohibited the beach walk, but  
the Beach Wheelchair fulfilled her dream  
to watch the sunrise, look for turtles,  
watch the surfers, and also watch the rocket launch.  
All memories made possible because of the Beach Wheelchair !  
God bless our Satellite Beach Fire Department.....♥  
God bless our Parks and Recreation Department....♥  
God bless the Lions Club for the donation of the Beach Wheelchair. ♥  
We hope all the walkers we met will call  
the Fire Department and reserve the beach wheelchair!  
It promises a wonderful roll on the beach for any age or reason !!!

Review by :

Sydney Kroeck-Caddy, MS:Sp&A, CCC-SLP,  
private practicing Speech-Language Pathologist on the beach.  
[scaddy7@cfl.rr.com](mailto:scaddy7@cfl.rr.com)

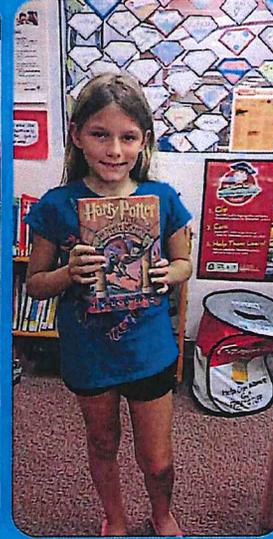
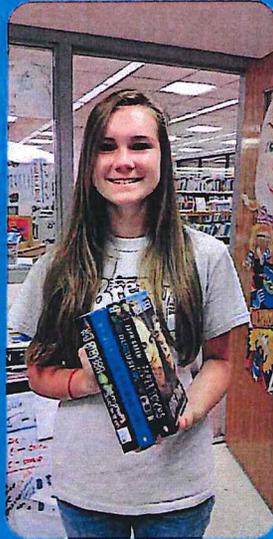


Thank you to the  
Friends of the Satellite Beach Library, and all of our  
volunteers for making the 2015 summer reading  
program a huge success!

765 children participated in Book Bucks!  
They read for 7, 776 hours this summer!

38 teens participated in our reading challenge and  
weekly events.

50 teens volunteered 682 hours this summer!



**EVERY  
HERO**  
HAS A STORY  
Summer Reading 2015



# Space Coast Pathways Project



## What is the Pathways Project?

A project to develop an Interactive Guide to Brevard's trails, waterways, sidewalks, bike lanes and unique outdoor adventures funded by the Space Coast Transportation Planning Organization.

## Partner Meetings

### September 15, 2015

8:30 am to 10:30 am  
Cocoa Council Chambers  
65 Stone Street  
Cocoa, FL 32922

### September 16, 2015

2:30 pm to 4:30 pm  
West Melbourne Council Chambers  
2285 Minton Road  
West Melbourne, FL 32904

### Who Should Attend:

- Planning/Public Works
- Community Development
- Parks and Recreation
- Public Information
- Tourism
- Health/Wellness

### Goals:

- Overview of the Pathways Project
- Promote Complete Streets
- Gather input from community partners
- Introduce Walk Friendly and Bike Friendly Communities Programs

**We need  
your input!**



**RSVP to:** Katrina Morrell  
Multimodal Communications Specialist  
321-690-6890 or [katrina.morrell@brevardcounty.us](mailto:katrina.morrell@brevardcounty.us)  
<http://spacecoasttpo.com/walk-bicycle/>

# 3  
9-16-15

- WHEREAS,** Kira Creatura is a responsible, caring young lady who is a role model for all dedicated citizens that work to improve the lives of others. She is a student at Satellite High School with a 3.94 GPA and a member of the SHS National Honor Society, Beta Club, and Student Government; and
- WHEREAS,** As a member of Satellite Beach Police Athletic League, Kira has served on the Board of Directors two years. She has also served on the PAL Region III Youth Advisory Council two year; and
- WHEREAS,** Some of Kira's outstanding accomplishments as a role model include being a member of the Florida PAL Youth Conference Committee for three years, being named Conference Co-Chair this year, and representing Satellite Beach PAL at the State PAL Conference in Orlando; and
- WHEREAS,** Kira can be described as someone who consistently goes above and beyond what is expected, amassing over 800 volunteer hours volunteering for PAL, Candlelighters of Brevard, Not on My Watch Teen Safe Driving Program, Brevard County Hunger Project, and Kids without a Christmas; and
- WHEREAS,** Kira has earned statewide recognition as an extraordinary teenager, taking the initiative to make our community a better place in which to live and consistently leading by example; and
- WHEREAS,** Kira takes the initiative to get things done and will pool all her resources to get the job completed. Give her a task and you never have to look back, you know it has been completed, usually far beyond your expectation;

**NOW, THEREFORE,** we, the Satellite Beach City Council, do hereby recognize and commend you

### *Kira Creatura*

as Florida Police Athletic League Girl of the Year 2015 and thank you for your dedication, work ethic and willingness to help anyone in need.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the seal of the City of Satellite Beach to be affixed this 16th day of September, 2015.

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Frank P. Catino, Mayor

**WHEREAS,** *Made in Brevard* is a joint program of the Economic Development Commission of Florida's Space Coast (EDC), Cocoa Beach Regional Chamber of Commerce, Melbourne Regional Chamber of East Central Florida, The Greater Palm Bay Chamber of Commerce and Titusville Area Chamber of Commerce; and

**WHEREAS,** *Made in Brevard* is focused on promoting and celebrating companies that manufacture products in Brevard County, Florida and changing the perception of manufacturing careers through the EDC's Talent Asset Pipeline (TAP) for Manufacturing program; and

**WHEREAS,** *Made in Brevard and the TAP for Manufacturing program* seek to educate manufacturers, raise awareness about manufacturing careers, enable platforms for certified skill development and enhance manufacturing job placement; and

**WHEREAS,** Manufacturing is the economic driver of strong communities, with over 500 manufacturers in Brevard County, Florida, it is only natural to raise awareness for this fundamental industry; and

**WHEREAS,** Manufacturing Day is a national grassroots movement occurring on the first Friday of October annually; and

**WHEREAS,** The State of Florida recognizes the Month of October as Manufacturing Month as an effective way to expand knowledge about the value manufacturing brings to Florida's Economy and to showcase the high-skilled high paid manufacturing jobs needed by the industry; and

**WHEREAS,** During Manufacturing Day and Manufacturing Month U.S. manufacturers open their doors to showcase modern manufacturing and foster interest in manufacturing careers; and

**WHEREAS,** *Made in Brevard*, through the EDC Industry Council and the TAP for Manufacturing Program, is encouraging the City of Satellite Beach, Florida manufacturers, organizations and schools to participate in Manufacturing Day.

**NOW, THEREFORE,** I, Frank P. Catino, Mayor of the City of Satellite Beach, Brevard County, Florida, do hereby proclaim October 2015, as:

### ***Manufacturing Month in Brevard***

And recognized *Made in Brevard*, as a partnership of the EDC and the four area chambers of commerce and the many dedicated local manufacturers

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the seal of the City of Satellite Beach to be affixed this 16<sup>th</sup> day of September, 2015.

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Frank P. Catino, Mayor



## CITY COUNCIL AGENDA ITEM

# #7

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### FY 2015/2016 BUDGET:

- A. PUBLIC HEARING ON PROPOSED FY 2015/2016 BUDGET
- B. ORDINANCE NO. 1109, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES BY ESTABLISHING AN OPERATING MILLAGE RATE OF 8.2900 MILLS FOR FISCAL YEAR 2015/2016; PROVIDING AN EFFECTIVE DATE (SECOND READING)
- C. ORDINANCE NO. 1110, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, ADOPTING FY 2015/2016 BUDGET; PROVIDING AN EFFECTIVE DATE (SECOND READING)

To: City Manager Courtney Barker

From: Assistant City Manager Andy Stewart

Meeting Date: 9/16/2015

Department: Support Services

**Recommended Action:**

- Adopt Ordinance No. 1109 on second reading.
- Adopt Ordinance No. 1110 on second reading.

**Summary:** The City held a budget workshop on the FY 15/16 proposed operating budget on July 23, 2015. The major changes to the budget since the workshop include establishing a Health Insurance Fund and funding compression over a three year period instead of a four year period.

The budget **reduces** the City's millage rate from 8.3206 to 8.2900 mills and is balanced with total revenues and expenditures of \$16,778,378.

The FY 15/16 Budget was drafted in accordance with the guidelines set forth by the Government Finance Officers Association (GFOA). The City will continue to submit for the annual budget awards program offered by GFOA that encourages local governments to prepare budget documents of the very

highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting.

**Budget Impacts:** Requirement by City Charter to adopt the millage rate and budget.

**Attachments:**

- Ordinance No. 1109
- Ordinance No. 1110

#7B  
9-16-15

**ORDINANCE NO. 1109**

**AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES BY ESTABLISHING AN OPERATING MILLAGE RATE OF 8.2900 MILLS FOR FISCAL YEAR 2015/2016; PROVIDING AN EFFECTIVE DATE (SECOND READING)**

**BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA as follows:**

**SECTION 1.** The City of Satellite Beach rolled-back millage rate is 8.0610.

**SECTION 2.** The Fiscal Year 2015/2016 operating millage rate is hereby established at 8.2900 mills which is greater than the rolled-back rate of 8.0610 by 2.84%.

**SECTION 3. SEVERABILITY CLAUSE.** In the event a court of competent jurisdiction shall hold or determine that any part of this Ordinance is invalid or unconstitutional, the remainder of the Ordinance shall not be affected thereby, and it will be presumed that the City Council for the City of Satellite Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the City Council would have enacted the remainder of this Ordinance without said invalid or unconstitutional provision, thereby causing said remainder to remain in full force and effect.

**SECTION 4. REPEAL OF INCONSISTENT PROVISIONS.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 5. EFFECTIVE DATE.** This Ordinance shall become effective immediately upon its adoption.

**SECTION 6.** This Ordinance was duly passed on first reading at a regular meeting of the City Council on the 2nd day of September, 2015, and adopted on second and final reading at a regular meeting of the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
FRANK P. CATINO, MAYOR

**ATTEST:**

\_\_\_\_\_  
LEONOR OLEXA, CMC, CITY CLERK

#7C  
9-16-15

**ORDINANCE NO. 1110**

**AN ORDINANCE OF THE CITY OF SATELLITE BEACH,  
BREVARD COUNTY, FLORIDA, ADOPTING FY 2015/2016  
BUDGET; PROVIDING AN EFFECTIVE DATE (SECOND  
READING)**

**WHEREAS**, the City Council of the City of Satellite Beach has conducted public meetings and hearings regarding the establishment of a budget for the City; and

**WHEREAS**, a budget was established during these meetings and hearings.

**BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF SATELLITE BEACH,  
BREVARD COUNTY, FLORIDA** as follows:

**SECTION 1.** The City Council of the City of Satellite Beach does hereby adopt the General Fund Budget for FY 2015/2016 in the amount of \$10,661,073.

**SECTION 2.** The City Council of the City of Satellite Beach does hereby adopt the Community Services Fund Budget for FY 2015/2016 in the amount of \$17,221.

**SECTION 3.** The City Council of the City of Satellite Beach does hereby adopt the Stormwater Utility Fund Budget for FY 2015/2016 in the amount of \$632,703.

**SECTION 4.** The City Council of the City of Satellite Beach does hereby adopt the Law Enforcement Trust Fund Budget for FY 2015/2016 in the amount of \$207.

**SECTION 5.** The City Council of the City of Satellite Beach does hereby adopt the Community Redevelopment Trust Fund Budget for FY 2015/2016 in the amount of \$1,669,820.

**SECTION 6.** The City Council of the City of Satellite Beach does hereby adopt the Capital Assets Fund Budget for FY 2015/2016 in the amount of \$2,560,297.

**SECTION 7. SEVERABILITY CLAUSE.** In the event a court of competent jurisdiction shall hold or determine that any part of this Ordinance is invalid or unconstitutional, the remainder of the Ordinance shall not be affected thereby, and it will be presumed that the City Council for the City of Satellite Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the City Council would have enacted the remainder of this Ordinance without said invalid or unconstitutional provision, thereby causing said remainder to remain in full force and effect.

**SECTION 8. REPEAL OF INCONSISTENT PROVISIONS.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 9. EFFECTIVE DATE.** This Ordinance shall become effective immediately upon its adoption.

**SECTION 10.** This Ordinance was duly passed on first reading at a regular meeting of the City Council on the 2nd day of September, 2015, and adopted on second and final reading at a regular meeting of the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
FRANK P. CATINO, MAYOR

**ATTEST:**

\_\_\_\_\_  
LEONOR OLEXA, CMC, CITY CLERK



## CITY COUNCIL AGENDA ITEM

# #8

**DISCUSS/TAKE ACTION ON ORDINANCE NO. 1111, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, AMENDING THE SATELLITE BEACH PERSONNEL POLICY SECTION 12.01 (JOB CLASSIFICATION LEVELS) TO ADD JOB CLASSIFICATION DEPUTY RECREATION DIRECTOR AND SALARY RANGE; TO ADD JOB CLASSIFICATION FOR COMPTROLLER AND SALARY RANGE; AND PROVIDING AN EFFECTIVE DATE (FIRST READING)**

To: City Manager Courtney Barker  
From: Assistant City Manager Andy Stewart  
Meeting Date: 9/16/2015  
Department: Support Services

**Recommended Action:** Approve Ordinance No. 1111 on first reading.

**Summary:** Section 12.01 of the City's Personnel Policy Handbook identifies Job Classifications and establishes Pay Grades for personnel in the City of Satellite Beach. The following request updates the personnel policy handbook to reflect the positions of Comptroller and Deputy Recreation Director.

The Job Classification of Comptroller is being requested to replace the position of Assistant Finance Director and the Deputy Recreation Director is being created as a result of succession planning in the Recreation Department as a result of the Recreation Director's retirement in FY 15/16.

**Budget Impacts:** N/A

**Attachments:**

- Ordinance No. 1111
- Job Description – Deputy Recreation Director
- Job Description - Comptroller

#8  
9-16-15

ORDINANCE NO. 1111

AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, AMENDING THE SATELLITE BEACH PERSONNEL POLICY SECTION 12.01 (JOB CLASSIFICATION LEVELS) TO ADD JOB CLASSIFICATION DEPUTY RECREATION DIRECTOR AND SALARY RANGE; TO ADD JOB CLASSIFICATION FOR COMPTROLLER AND SALARY RANGE; AND PROVIDING AN EFFECTIVE DATE (FIRST READING)

WHEREAS, from time to time the City finds it necessary to amend the City's Personnel Policies; and

WHEREAS, these policies and procedures serve as a guide to the administration actions concerning personnel activities.

NOW THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF SATELLITE BEACH, FLORIDA as follows:

**SECTION 1.** Section 12.01 the Satellite Beach Personnel Policy is hereby amended by adding Pay Grade 24, Deputy Recreation Director with a pay range of \$40,776 - \$63,611.

**SECTION 2.** Section 12.01 the Satellite Beach Personnel Policy is hereby amended by adding Pay Grade 30, Comptroller with a pay range of \$54,644 - \$85,245.

**SECTION 3. SEVERABILITY CLAUSE.** In the event a court of competent jurisdiction shall hold or determine that any part of this Ordinance is invalid or unconstitutional, the remainder of the Ordinance shall not be affected thereby and it will be presumed that the City Council for the City of Satellite Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the City Council would have enacted the remainder of this Ordinance without said invalid and unconstitutional provision thereby causing said remainder to remain in full force and effect.

**SECTION 4. REPEAL OF INCONSISTENT PROVISIONS.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 5. EFFECTIVE DATE.** This ordinance shall become effective immediately upon its adoption.

**SECTION 6.** This Ordinance was duly passed on first reading at a regular meeting of the City Council on the \_\_\_\_ day \_\_\_\_\_, 2015, and adopted on the second and final reading at a regular meeting of the City Council on the \_\_\_\_ day \_\_\_\_\_, 2015.

\_\_\_\_\_  
FRANK CATINO, MAYOR

Attest:

\_\_\_\_\_  
LEONOR OLEXA, CMC, CITY CLERK

**CITY OF SATELLITE BEACH, FLORIDA**

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565 Cassia Boulevard  
Satellite Beach, FL 32937  
(321) 773-4407  
FAX: (321) 779-1388



INCORPORATED 1957

**JOB DESCRIPTION**

**JOB TITLE:** DEPUTY RECREATION DIRECTOR  
**DEPARTMENT:** RECREATION DEPARTMENT  
**PAY GRADE:** 24 - \$40,776 - \$63,611

**OVERALL SUMMARY:** The Deputy Recreation Director position has been implemented to ensure that upon the retirement of the current Recreation Director, a successful progression is in place to fill the position of Director through a predetermined training program.

**PRIMARY AND ESSENTIAL ACCOUNTABILITIES:** Deputy Director must learn and understand the responsibilities of the Recreation Director in a timely manner, prior to the retirement of the Director. The Deputy Recreation Director will be educated on the duties of the Director position, to include all aspects of city policies, city code, staffing, budget, facility management, facility agreements, community involvement, project development and construction, emergency management, interaction with other City Departments, and Board responsibilities.

**YEARS OF EXPERIENCE/LEVEL OF EDUCATION:** The Deputy Recreation Director must have worked in the Satellite Beach Recreation Office as a full time employee for at least two years and have received a Bachelor's Degree in Recreation or Leisure Services.

**MINIMUM QUALIFICATION:** The Deputy Recreation Director must possess skills in marketing, customer service and public relations, and be competent in office management and computer skills.

*The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They set the minimum requirements, responsibilities and skills required of the position. Physical requirements and work conditions do not include accommodations: they are not intended to be construed as an exhaustive list of all responsibilities. This document combines with other documents such as a position requisition, including site-specific skill requirements is considered a complete outline of the job description.*

**CITY OF SATELLITE BEACH, FLORIDA**

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565 Cassia Boulevard  
Satellite Beach, FL 32937  
(321) 773-4407  
FAX: (321) 779-1388



INCORPORATED 1957

**JOB DESCRIPTION**

**JOB TITLE:**                  **COMPTROLLER**  
**DEPARTMENT:**          **SUPPORT SERVICES**  
**PAY GRADE:**              **30 - \$54,644 - \$85,245**

**GENERAL DESCRIPTION:**

Responsible for high level, professional financial and accounting work in the City's fiscal department. Work is performed under the general administrative direction of the Assistant City Manager. Administrative compensatory time will be required.

**ESSENTIAL JOB FUNCTIONS:**

1. Provides planning, direction, and supervision of accounting activities and internal audit procedures. Provides continual account analysis.
2. Reviews accounting procedures and policies, recommending and/or implements modifications to enhance efficiency and effectiveness.
3. Controls financial transaction inputs.
4. Provides advice/assistance/training to department heads and other officers on accounting policies and procedures. Prepares training documents.
5. Performs Grant Administrator function.
6. Supervises the collection of all monies, including tax collections and collection of license fees and revenues.
7. Supervises the disbursement of City funds.
8. Maintains general accounting system for the City government and units thereof.
9. Compiles fiscal estimates and fiscal reports.
10. Supervises all tax assessments and acts as custodian of all funds belonging to or under the control of the City or City government units.
11. Directs cash management.
12. Directs and performs investment activities and bond management programs.
13. Assists Assistant City Manager in preparing budgets and establishes controls for budget administration.

14. Confers with Assistant City Manager and department heads regarding fiscal and accounting policies, procedures and problems.
15. Develops and applies legal policy provisions applicable to financial accounting (i.e. GAAP, GASB standards, etc.).
16. Participates on City pension boards.
17. Administer all transactions and records of the City's pension and retirement plans.

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required.)

**MINIMUM QUALIFICATIONS:**

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of the general laws and administrative policies governing municipal finance and budgetary practices and procedures.
- Knowledge of modern office practices and of standard office and accounting equipment.
- Knowledge of the laws, ordinances and regulations governing financial operations of the City.
- Ability to formulate and install standard accounting methods, procedures, forms and records.
- Ability to evaluate work performed by subordinates.
- Ability to prepare informative financial reports.
- Ability to plan, organize, and direct the work of subordinates.
- Ability to establish and maintain effective working relationships with the other department heads, government officials and the general public.

**EDUCATION AND EXPERIENCE:**

Graduation from an accredited four year college or university with a Bachelor's Degree in Finance or Accounting or a related field. Five (5) years of experience in the maintenance of governmental accounting systems in a responsible management position.

(A comparable amount of training, education or experience may be substituted for the above minimum qualifications.)

**LICENSES, CERTIFICATIONS OR REGISTRATIONS:**

Certified Government Finance Officer (CGFO) and/ or Certified public Accountant (CPA) required within first 3 years of employment.

**ESSENTIAL PHYSICAL SKILLS:**

- Acceptable eyesight (with or without corrections)
- Acceptable hearing (with or without aid)
- Ability to communicate both orally and in writing.
- Ability to access, input and retrieve information from a computer.
- Ability to sit at a desk and view a display screen for extended periods of time

**ENVIRONMENTAL CONDITIONS:**

- Works inside in an office environment.  
(Reasonable accommodation will be made for otherwise qualified individuals with a disability.)



## CITY COUNCIL AGENDA ITEM

# #9

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### DISCUSS/TAKE ACTION ON AD HOC GREEN COMMITTEE SUSTAINABILITY ACTION PLAN

To: Mayor and City Council

From: City Manager Courtney Barker, AICP

Meeting Date: 9/16/2015

Department: Support Services

**Recommended Action:** (1) Accept the Green Committee's Action Plan; (2) Approve the recommendation to make the Green Committee a permanent board; and (3) Accept the name of the new board as the "Sustainability Board."

**Summary:** On June 17, 2015, the City Council created a Green Committee as the response to residents' comments at a community meeting. The purpose of the Committee was to provide a guide to the City for future sustainability initiatives. The Green Committee held seven meetings over two and half months. The Committee has prepared an Action Plan for City Council's approval.

The Committee believes that there is a need to complete a long term sustainability plan for the City. This will require a permanent board to be established within the City of Satellite Beach. Therefore, it is recommended that City Council create a permanent board and amend the name of the "Green Committee" to the permanent name of "Sustainability Board."

We are also recommending that City Council appoint a liaison board member to the Committee that has environmental expertise.

**Budget Impacts:** None at this time.

**Attachments:**

- Green Committee Action Plan

# City of Satellite Beach

## Ad Hoc Green Committee



*Vision:*

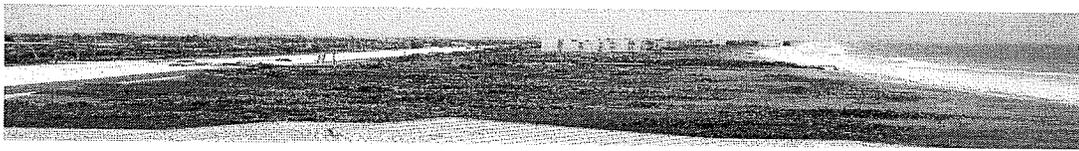
*“Provide the Satellite Beach community and the City with leadership, guidance, and inspiration to create more sustainable, environmentally-friendly neighborhoods by reducing consumption and waste, protecting our environmental assets, and accommodating hazards associated with our vulnerable coastal location.”*

## Sustainability Action Plan

Submitted September 16, 2015



**Committee Members:**  
Jeff Chestine, Chair  
John Fergus, Vice Chair  
Josh Pause  
Eugene Mathews  
David Vigliotti  
Scott Waymire



## **Background:**

On June 17, 2015, the Satellite Beach City Council appointed an Ad Hoc “Green Committee.” The purpose of this Committee is to make recommendations for a local sustainability action plan for climate change and environmental sustainability initiatives. The Committee held its first meeting on June 29, 2015. The Committee has met four additional times to discuss the possible strategies and initiatives that the Committee and City could eventually complete towards meeting the goal of a more sustainable community.

The idea for the Green Committee was expressed by a resident at a Community Meeting on March 30, 2015, at the Satellite Beach Library. Another resident present at the meeting, Jeff Chestine, embraced the idea and assisted City staff in creating the description of the Committee and presenting the idea to the City Council. Mr. Chestine is now the Committee’s Chairman. As the concept of the Committee was developed, the City also hired three college interns to provide staff support for the Committee.

## **Action Plan Strategies:**

The Committee members have provided multiple ideas for future strategies and initiatives. This Action Plan summarizes the ideas upon which the Committee reached consensus and provides some recommended actions, timeframes, and, if applicable, funding amounts and sources to implement those ideas.

### **1. Create a Permanent Committee.**

This Ad Hoc Committee has enough interest from the community, current serving members, staff, and City Council to become a standing committee.

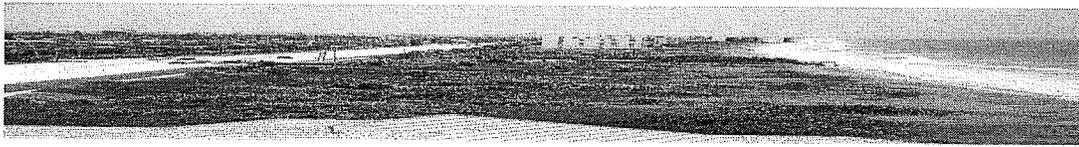
- *Add the Committee to the Board Handbook as the Sustainability Board with five members and the option of a non-voting advisory member with specific environmental expertise.*

### **2. Create a long term Sustainability Plan for the City of Satellite Beach.**

A long-term plan would provide the City Council, Board, Committees and the staff an overall policy and strategy plan that would provide the guidance on how to instill a “green” culture throughout the City’s operations. This Plan would also serve as the long term plan for *some* of the Committee’s functions and initiatives.

It is important to note that the Sustainability Plan would be geared towards the City’s operations and aspects of the community that City operations impact or can influence. Therefore, there may be activities of the Committee that fall outside the confines of the Long Term Sustainability Plan, such as a “Livable Lawns/Lose the Lawns” project, which is described in further detail below. As such, this Plan is considered just one of the immediate actions to be completed by the Committee.

On July 14, 2015, the City’s interns presented an outline provided by the International Council for Local Environment Initiatives (ICLEI) outline for creating a Sustainability Plan. This outline includes



five milestones involved in creating a plan: (1) Conduct a Sustainability Assessment (2) Establish Sustainability Goals (3) Develop a Sustainability Plan (4) Implement Policies and Procedures (5) Evaluate progress and report results. As such, the first step toward completing the Plan is to complete an Assessment.

Although many communities hire consulting firms to complete these plans, staff and the committee members are able to complete this plan “in-house” with the exception of the Assessment, which usually includes the need for special software and mapping capabilities. Therefore, it is recommended that the City obtain outside services for this particular milestone.

*Recommendations:*

1. *Create a scope of services for the Sustainability Assessment.*
2. *Work with the Florida Institute of Technology to hire one or more interns to complete the scope of services.*
3. *Make a recommendation to the City Council to create a \$15,000 budget for a Sustainability Assessment (cost of the intern(s) salary or other consulting fee).*

**3. Implement Short Term Initiatives to Engage the Public.**

It is important to engage the public at the beginning of the process and keep their interest. Therefore, the Committee believes that we should begin projects that will be relatively easy to start. The following are recommended “short term” projects, although the projects/programs may continue long into the future.

a. **Landscaping and Lawns –**

The City of Satellite Beach recognizes residential landscaping as having an impact on the coastal ecosystem. To protect the City’s natural resources and preserve its unique coastal environment, the Committee recommends the City sponsor a “Lose the Lawn” campaign. This campaign will provide a set of principles to encourage and guide businesses and homeowners in creating an environmentally stable low-maintenance landscape. The campaign’s goals are to reduce the amount of fertilizer and pesticide runoff from lawns, reduce the amount of water needed to maintain a healthy and attractive landscape, and promote the use of native plants in landscaping.

The principles of Satellite Beach’s “Lose the Lawn” campaign are derived from Delaware Livable Lawns, Florida Friendly Landscapes, and the principles of Xeriscape. They are:

1. Place plants in the proper location based on soil, water, and climate conditions.
2. Practice proper, conservative irrigation techniques
3. Practice proper fertilization techniques
  - a. Verify that your lawn needs fertilizer by testing soil before application
  - b. Sweep excess fertilizer back into the grass
4. Incorporate mulch to retain soil moisture.
5. Leave grass clippings on the lawn after mowing
6. Manage pests with Integrated Pest Management (IPM) techniques
7. Compost yard waste to use as fertilizer
8. Create rain gardens to reduce storm water runoff
9. Establish a no-interference zone 10 feet around waterways



10. Use native, low-maintenance plants in your landscape

The Committee will conduct an initial survey of current residential lawns to determine the amount of St. Augustine grass compared to Xeriscaped lawns. The Committee will update the survey on a periodic basis to monitor progress and measure the effectiveness of the program.

*Recommended actions:*

1. *Establish Xeriscape and other goals for the program.*
2. *Conduct initial survey and set goals.*
3. *Identify possible partners (i.e the Conradina chapter of the Florida Native Plant Society, Florida Friendly Landscapes, etc.).*

**b. Community Garden/Composting**

Food in the United States travels an average of 1300 miles from farm to plate and changes hands between five and ten times. Community gardens are a viable solution to problems the City faces, like increasing greenhouse gas emissions, waste produced by product packaging, and funding plant replacement initiatives. For these reasons, the Committee recommends the City sponsor a community garden.

By eliminating the need for lengthy transportation, the garden will reduce local greenhouse gas emissions related to the transportation of food. Food in transit requires excessive boxing and bagging; by eliminating the need to package food, the community garden will help reduce packaging waste that would otherwise end up as litter or in a landfill.

The City spends \$1,000 annually on native plants for landscaping and plant replacement purposes. To reduce this expense, the community garden may also be used to grow plants commonly used in City landscaping.

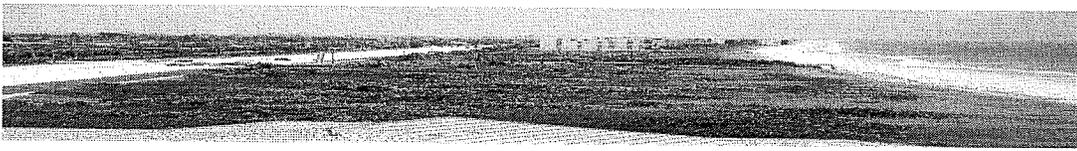
*Recommended Actions:*

1. *Establish the purpose and scope of the project.*
2. *Identify possible locations for the garden location.*
3. *Designate the Committee's oversight and management responsibilities for this project on the Committee.*
4. *Create a volunteer pool for the project.*

**c. Green Event**

An essential part of any green committee action plan is public outreach. Without public support and participation, green initiatives will produce little or no lasting change. The committee plans to engage and educate the public about a variety of green-related opportunities through taking part in existing environmentally themed community events and creating one of our own.

The Space Coast Electric Vehicle Drivers group has scheduled their annual Drive Electric event for September 19<sup>th</sup> at the David R. Schechter Center. The Committee will not have an opportunity to organize an official presence at the event. However, the



Committee does have a chance to promote the event and be there in an unofficial fashion to meet citizens interested in driving green. The Second event is the Surfrider Foundation's Ocean Reef Beach Festival in December. For this event, the Committee has an opportunity to plan how what information will be presented to the community. The final event is the annual Satellite Beach Tree and Plant Sale at the Schecter Center in March. The Committee has talked about using this event as an opportunity to start an annual Green Committee sponsored "Green Fair".

A Green Fair event could include: a farmers market, an electric/hybrid car show, plant sale, local non-profits such as Surfrider, Blue-life, SELF solar energy, presentations from Brevard Zoo public outreach and Green Committee initiative presentations as well as entertainment from local musicians and bands. It would be a great way to get the community informed and enthusiastic about the Green Committee.

*Recommended actions:*

- 1. Have the Committee internally appoint a public outreach organizer to determine what the Green Committee's presence will be at these events and organize March green event.*
- 2. Establish a small budget to print Committee handouts and presentation items for events.*
- 3. Creating and adopt an official logo to gain recognition and presence in community.*

**d. Electric Vehicle Charging Stations**

An electric vehicle charging station supplies electric energy for the recharging of electric vehicles, neighborhood electric vehicles and plug-in hybrids. As plug-in hybrid electric vehicles and electric vehicle ownership is expanding, there is a growing need for publicly accessible charging stations. Many charging stations are located and operated by many private companies. These charging stations provide one or a range of heavy duty or special connectors that conform to the variety of electric charging connector standards, and can be acquired from a range of costs, expanding from FREE-\$300 (Level 1 Charger), \$400-\$1000 (Level 2 Charger), and \$30,000-\$60,000 (Level 3 Charger).

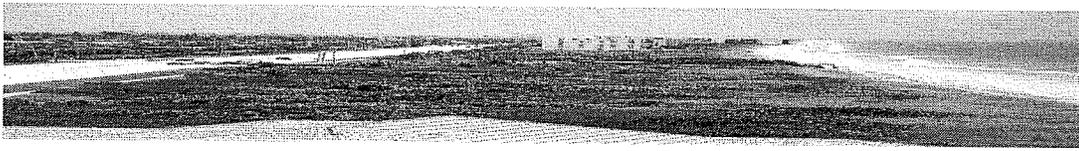
The Committee recognizes the growth in popularity of electric vehicles in addition to their benefits for the environment. The Committee recommends that the City of Satellite Beach install a charging station at Pelican Beach Park as a trial to gauge the need for additional charging stations in the City. Installing EV charging stations is another step the City of Satellite Beach can make to create a more sustainable community, while helping to increase revenue of surrounding businesses that benefit from lingering EV drivers.

*Recommended Actions:*

- 1. Install a Level 2 EV Charging Station at Pelican Beach Park.*
- 2. Monitor use of that charging station as an indicator of the benefits additional charging stations might provide.*

**Reusable bag partnership with the Surfrider Foundation**

Single-use plastic bags present considerable environmental concerns and increase the volume of non-biodegradable waste. Over 100 billion single-use plastic bags are



discarded annually in the United States, with less than 3% recycled. As a result, most bags end up in landfills or as litter in the landscape and waterways. To combat the danger this poses to our environment and wildlife, the Committee recommends starting a reusable bag partnership with the Surfrider Foundation.

The Committee recommends to the City, together with the Surfrider Foundation, provide reusable bags free of charge to residents of Satellite Beach during environmental awareness programs. The city should partner with local businesses and the Surfrider Foundation to create a Facebook challenge to reduce the number of single-use plastic bags used by a set amount. Each reusable bag has the potential to eliminate over 1,000 bags during its lifetime. To aid the effectiveness of the reusable bags, the city should consider asking local businesses to add a minimal fee for every single-use plastic bag provided to a customer.

*Recommended Actions:*

- 1. Identify potential reusable bag vendors.*
- 2. Identify potential local businesses partners (i.e Publix, Walgreens, CVS).*
- 3. Set plastic bag reduction goal(s).*



## CITY COUNCIL AGENDA ITEM

# #10

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### DISCUSS/TAKE ACTION ON ELECTRIC VEHICLE CHARGING STATION AT PELICAN BEACH PARK

To: City Manager Courtney Barker  
From: Public Works Director Allen Potter  
Meeting Date: 9/16/2015  
Department: Public Works

**Recommended Action:** Approve Purchase of Charging Station for Installation at Pelican Beach Park.

**Summary:** On September 19, 2015 the Recreation Department will be hosting an electric car show at the DRS Community Center. During discussions of the event, the point was made of how few charging stations exist beachside, virtually none. Satellite Beach has long been known for taking the lead in many areas. The Green Committee recommended the installation of an EV charging station at Pelican Beach Park. The Public Works Department has researched the subject and found that Pelican Beach Park would be an ideal location for a charging station, given the Park's popularity and the fact that the electrical connection could be made very easily.

The Public Works Director, in conjunction with the Building Official and Green Committee member John Fergus met and consulted with EV owners for insight into charging stations that are available and preferred. They had no specific preference, but did give us the names of two types most used in Florida, Semaconnect and NovaCHARGE. We met with each company and received quotes for single vehicle charging stations. Ultimately, the decision was made to recommend choosing the Semaconnect unit at a cost of \$4091.

**Budget Impacts:** \$4091 to come from the Recycling Trust Fund.

**Attachments:** John Fergus memo to the City Manager including cost proposals from Semaconnect and NovaCHARGE

To: City Manager Courtney Barker

From: John Fergus

Re: Electric Vehicle (EV) Charging Stations

13 August 2015

Allen Potter, John Stone, and I have reviewed available information on EV charging stations during the past few weeks. Based on multiple factors, that review has narrowed to considering installation of a level 2 pay-for-use station at Pelican Beach Park with the potential for a second station at the Schechter Center.

Information gathering included face-to-face discussions in City Hall with representatives of the two vendors with the largest networks of level 2 pay-for-use stations on the East Coast. These are ChargePoint with headquarters in California (represented by NovaCHARGE) and SemaConnect with headquarters in Maryland. ChargePoint has about 500 stations in Florida, concentrated in Central Florida in the vicinity of Orlando as a result of working in the past with the Orlando Utilities Commission. There are ChargePoint stations in Melbourne and Palm Bay. SemaConnect has about 100 stations in Florida.

The technology used by these two vendors is similar. Both stations are housed in a powder-coated aluminum housing. Both use cell phone technology to access their network. Both have digital displays. Both allow users to activate the station and pay using an RFID card, an app on their mobile device, or by calling a toll-free number. Both provide the owner/operator of the charging station means to monitor its use and define a payment protocol anywhere with an internet connection.

The two station designs differ significantly in two details. First, the dual-port ChargePoint station, designed to serve two vehicles simultaneously, can be connected to either one or two 40 amp 220 volt circuit breakers. The corresponding SemaConnect station must be connected to two 40 amp 220 volt breakers. Connecting to a single breaker, if two breakers are not available, results in the maximum rate at which the ChargePoint station charges two vehicles simultaneously being half what it would be if only one vehicle is attached. The representative said this only is an issue with some EV models. Second, the ChargePoint station includes a mechanism that automatically retracts the charging cable, similar to the mechanism on gasoline pumps for retracting the hose. The user has to manually coil the charging cable onto a hanger with the basic SemaConnect station, but a cable management system similar to that used by ChargePoint is available as an add-on feature.

The business model adopted by the two vendors is the same in their basic aspects. A client purchases a unit, installs it, pays a recurring fee to retain access to the vendor's network, and manages the unit(s) they own over the internet. The vendor collects fees for use and on a regular basis remits net receipts to the client. Both vendors offer at additional cost extended warranties beyond a basic one-year warranty.

The two business models differ in three ways. First, ChargePoint charges a fee to activate a newly-installed station. SemaConnect does not charge an activation fee. Second, ChargePoint, in addition to the recurring network access fee, retains ten percent of gross receipts, remitting to the client only 90% of gross receipts. The only cost associated with

use of the SemaConnect network is the recurring fee. Third, ChargePoint's warranty is for parts-and-labor. SemaConnect's warranty is equipment replacement.

We included Josh Pritt and Brenna Kaminski, co-founders of the Space Coast EV Drivers Club, in our review process to tap their experience as users of EV charging stations. Josh's response when asked, "What preferences, if any, do you have between ChargePoint vs SemaConnect?" was, "I asked everyone in the group and there's no real preference."

The primary difference between ChargePoint and SemaConnect is in price. To confirm the representative's verbal descriptions of the pricing structure, we asked them to provide the City with a quote showing price breakdown for the same station configuration:

- Level 2 station
- Single charge port
- Pole (vice wall) mount
- 5-year warranty

NovaCHARGE's quote (Attachment 1), including a 14% new customer discount, costs \$8,219 for five years. That price includes prepayment of five years of \$280 per year network access fees per charging port. It does not include the 10% charge on gross receipts.

SemaConnect's quote (Attachment 2), including a 25% promotional discount, costs \$4,091 for five years. That includes prepayment of five years of \$20 per month network access fees per charging port. The email transmitting the quote states, "The promotion on this is only for August and September and there is [sic] only a limited number of units available for this." There is a three week lead time from order placement to equipment shipment. A cable management system could be added for an additional \$800 per station.

Based on the major cost differential with only minor technical differences, the three of us recommend the City accept SemaConnect's quote for one single-port station without the cable retracting mechanism at a total cost of \$4,091 to be installed at Pelican Beach Park at the south end of the parking lot. You, Allen, and Kerry can decide on the exact location of the station.

Installing an EV charging station will, literally, put Satellite Beach on the map. The City will be the only location except hotels on Brevard County's barrier island south of the Port displayed on on-line maps showing EV drivers the locations of public charging stations ([www.plugshare.com](http://www.plugshare.com)). SemaConnect's three week lead time makes it possible we could have the station installed before the 19 September EV event at the Schechter Center.

John Fergus  
City Volunteer

2 Attachments  
1. NovaCHARGE Quote  
2. SemaConnect Quote



NovaCharge  
 172A State Street E.  
 Oldsmar, Florida 34677

# Quote

Phone: (813) 333-1119

Date	Quote #
8/12/2015	Q20150216
	Rep
	WR

Name / Address
City of Satellite Beach, FL Allen Potter 565 Cassia Blvd Satellite Beach, FL 32937

Project
Pelican Beach Park EVSE

Terms
50% w/ purchase order

Item	Description	Qty	U/M	Cost	Total
CT4011-GW	CT4011 Single Output Bollard Unit - Gateway Option, 208/240V @ 30A with Cord Management, RFID and Credit Card Reader.	1	ea	5,010.00	5,010.00T
CT4010-Assure 4/...	4-Years ChargePoint Assure: ChargePoint Parts and On-Site Labor to Repair or Replace any manufacturing Defect. Includes remote monitoring of station and proactive repair dispatch.	1		4,130.00	4,130.00T
Commercial Netwo...	Bundle includes 5 Years Commercial Network Services. Network Services Detail See below. Commercial ChargePoint Network Service Plan- 5 year Prepay Plan 24/7/365 Network Operation & Driver Support, Station Manager Login, Flex Billing, Reservations, Station API use (SERVICE PLAN PRICING IS PER L2 CHARGING PORT, NOT PER STATION)	0	ea	0.00	
Freight/Shipping NC-SC-1X	Freight/Shipping Charges System Commissioning per unit fee-(customization of network portal) Dual units are counted as one unit for this. Units are geographically positioned, diagnostics are run to certify installation, the warranty is activated, the network portal and customer training are done, messaging and access controls are uploaded, and the units are visible/hidden, as selected by host, on search engines like Google maps, navigation systems, and the ChargePoint Network.	1	ea	150.00 300.00	150.00 300.00
New Customer	New Customer Discount			-1,371.00	-1,371.00
	Sales Tax			0.00%	
				<b>Total</b>	<b>\$8,219.00</b>

All pricing is Confidential

1. Site Survey and Commission may be required for warranty activation, proper installation and function of the system.
2. Pricing is valid for 60 days from date of quote generation.
3. Standard invoice terms are Net 30 days unless detailed above.
4. A late fee of 1.5% will be added to past due accounts.
5. 3% additional charge for credit card processing. 6. Manufacturer provided standard product warranty applies to all products.
7. All prices FOB source, customer pays freight.

## 10.0 System Price – 60 Month Full Service Program

	Unit Price	Quantity	Price
<b>Quantity of Charging Stations</b>		<b>1</b>	
Pedestal Mount		1	
Wall Mount			
Dual Head Pedestal			
<b>Total ChargePro Stations</b>		<b>1</b>	
<b>Itemized Quote</b>			
ChargePro Charging Station	\$3,490	1	\$3,490.00
<b>Mounting Devices</b>			
Pedestal Mount	Inc.	1	Inc.
Wall Mount	Inc.		
Dual Head Pedestal Mount	Inc.		
<b>Cable Management System</b>			
Dual CMS	\$800		
Single CMS	\$800		
<b>Software and Service</b>			
Network Service Fee	\$20/mn(1)	1	\$20/mn
ChargePro Management S/W	Inc.		
ChargePro Driver S/W	Inc.		
Optional-External Router	\$1,500		
<b>Extended Warranty Option</b>			
Total 3 Year Warranty	\$400		
Total 5 Year Warranty	\$800		
<b>Full Service Program</b>			
3 Year Full Service (2)	\$1,000		
5 Year Full Service	\$1,880		\$1,880.00
<b>Total System Price</b>			<b>\$5,370.00</b>
<b>August Promo Discount</b>			<b>\$1,370.00</b>
<b>Purchase Price</b>			<b>\$4,000.00</b>
<b>Shipping</b>			<b>\$91.00</b>
<b>Final Total Purchase Price</b>			<b>\$4,091.00</b>
<b>Total Network Service Fee</b>			<b>\$20/mn(1)</b>

1. Charges begin after first 60 months of operation (first 60 months Network Service is included).
2. Full Service Program includes 60 month warranty and 60 months of network service fees

### Delivery Schedule

**3 week lead time from order placement until product shipment**

#11  
9-16-15

**AGENDA**  
**CITY COUNCIL**  
**PROPOSED REGULAR MEETING**

**SATELLITE BEACH COUNCIL CHAMBERS**  
**565 CASSIA BOULEVARD, SATELLITE BEACH, FL 32937**

**OCTOBER 7, 2015**  
**7:00 P.M.**

1. **CALL TO ORDER BY MAYOR CATINO**
2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE LED BY MAYOR CATINO**
3. **CITIZEN COMMENTS**
4. **CITY COUNCIL COMMENTS**
5. **CITY MANAGER REPORT**
6. **PUBLIC HEARING:**

**DISCUSS/TAKE ACTION ON ORDINANCE NO. 1107, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, AMENDING SECTION 30-706, SATELLITE BEACH CITY CODE, ESTABLISHING AN EFFECTIVE DATE TO REMOVE NUISANCE TREES DEFINED THEREIN; INCLUDING LIMITED GRANDFATHER PROVISION; PROVIDING SEVERABILITY; PROVIDING EFFECTIVE DATE (SECOND READING)**

7. **DISCUSS/TAKE ACTION ON RESOLUTION NO. 957, A RESOLUTION OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, ESTABLISHING A ONE-TIME PROGRAM FOR REMOVAL OF EXISTING NUISANCE TREES AS REQUIRED BY ORDINANCE NO. 1107 OF THE CITY; PROVIDING AN EFFECTIVE DATE**

Pursuant to Section 286-0105, FSS, if an individual decides to appeal any decision made by the City Council with respect to any matter considered at this meeting, a verbatim transcript of the proceedings may be required and the individual may need to insure that a verbatim transcript of the proceedings is made. In accordance with the Americans with Disabilities Act and Section 286.26, FSS. Persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's office.

**8. PUBLIC HEARING:**

**DISCUSS/TAKE ACTION ON ORDINANCE NO. 1111, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, AMENDING THE SATELLITE BEACH PERSONNEL POLICY SECTION 12.01 (JOB CLASSIFICATION LEVELS) TO ADD JOB CLASSIFICATION DEPUTY RECREATION DIRECTOR AND SALARY RANGE; TO ADD JOB CLASSIFICATION FOR COMPTROLLER AND SALARY RANGE; AND PROVIDING AN EFFECTIVE DATE (SECOND READING)**

**9. DISCUSS/TAKE ACTION ON RESULTS OF AN INVITATION TO BID FOR ROOSEVELT AVENUE IMPROVEMENTS AND 2015 ROAD RESURFACING PROGRAM [ITB NO. 14/15-10]**

**10. DISCUSS/TAKE ACTION ON RESULTS OF A REQUEST FOR QUALIFICATIONS FOR MANAGEMENT AND OPERATION OF THE CITY SKATE PARK [RFQ NO. 14/15-12]**

**11. DISCUSS/TAKE ACTION ON A REQUEST FOR PROPOSAL FOR BANKING SERVICES**

**12. DISCUSS/TAKE ACTION ON A CONSTRUCTION CONTRACT FOR SOCCER AND FOOTBALL FIELD LIGHTING**

**13. DISCUSS/TAKE ACTION ON THE SUPPORT OF A BREVARD COUNTY INFRASTRUCTURE SALES TAX REFERENDUM AND/OR THE BLUE RIBBON COMMITTEE'S RECOMMENDATIONS**

**14. APPOINTMENT TO BOARDS**

**15. AGENDA ITEMS FOR NEXT REGULAR COUNCIL MEETING**

**16. ADOPTION OF MINUTES:**

#12  
9-16-15

**CITY COUNCIL WORKSHOP MEETING  
UNAPPROVED MINUTES  
SEPTEMBER 2, 2015**

Pursuant to Public Notice, Mayor Frank Catino convened a workshop meeting of the City Council on Wednesday, September 2, 2015, at 6:50 p.m., in the Council Chamber. Those present were Mayor Frank Catino, Vice-Mayor Dominick Montanaro, Councilman Mark Brimer, Councilman Steve Osmer, City Manager Courtney Barker, and City Clerk Leonor Olexa. Councilwoman Lorraine Gott was absent.

**(TIME: 6:50 P.M.) INTERVIEW BOARD APPLICANT**

Council interviewed board applicant Donnie Torok.

Mayor Catino stated that board appointments would be made at the regular Council meeting following the workshop.

Mayor Catino adjourned the meeting at 6:55 p.m.

Leonor Olexa, CMC  
City Clerk

**CITY COUNCIL REGULAR MEETING  
UNAPPROVED MINUTES  
SEPTEMBER 2, 2015**

Pursuant to Public Notice, Mayor Frank Catino convened a regular meeting of the City Council on Wednesday, September 2, 2015, at 7:00 p.m., in the Council Chamber. Those present were Mayor Frank Catino, Vice-Mayor Dominick Montanaro, Councilman Mark Brimer, Councilman Steve Osmer, City Attorney James Beadle, City Manager Courtney Barker, and City Clerk Leonor Olexa. Councilwoman Lorraine Gott was absent.

Mayor Catino led a moment of silence and the Pledge of Allegiance.

**(TIME: 7:01) PRESENTATION OF PROCLAMATION RECOGNIZING SEPTEMBER 11, 2015, AS "PATRIOT DAY AND A NATIONAL DAY OF SERVICE AND REMEMBRANCE"**

Police Chief Jeff Pearson read the proclamation.

**(TIME: 7:02) CITIZEN COMMENTS**

The following Satellite Beach resident addressed Council:

- Ron Jurgutis addressed the bid process and a CRA meeting.

**(TIME: 7:04) CITY COUNCIL COMMENTS**

Vice-Mayor Montanaro attended the 7<sup>th</sup> Annual Raj S. Shah Memorial Blood Drive that had over 120 participants donating blood. He commended Joanne Regan for all her efforts in making this a successful event.

**(TIME: 7:05) CITY MANAGER REPORT**

City Manager Barker reported on the Turtle Krawl 5K Run/Walk, the Space Coast EV Drivers Electric Vehicle event, a \$1,000 donation received from John and Sadie Baker for the Community Paramedic Program; requested delaying a resolution encouraging the County to place an infrastructure sales tax on the ballot for voter approval, in order to obtain further information; announced the Brevard County Legislative Delegation meeting date change to September 23; and requested Council's approval of the City's legislative priorities, with Councilman Osmer to present the priorities at the meeting.

**(Time: 7:09)** The following Satellite Beach resident addressed Council: Dale Abrahams.

Council, by consensus, agreed to have Councilman Osmer present the legislative priorities at the Brevard County Legislative Delegation meeting.

**(TIME: 7:10) DISCUSS/TAKE ACTION ON MOVING FORWARD WITH A REQUEST FOR QUALIFICATIONS FOR MANAGEMENT AND OPERATION OF THE CITY SKATE PARK**

Recreation Director Kerry Stoms discussed the need to secure a management service to improve the Skate Park facilities, bring new and exciting skate/BMX programs and events to the park, and create a "pro-shop" on site. Council discussed the RFQ process, subsequent contract, liability insurance, and new legislation that no longer requires liability waivers.

Mayor Catino asked for citizen comments; there were no comments.

**ACTION:** Vice-Mayor Montanaro MOVED, SECOND by Councilman Brimer, to approve the Request for Qualifications for Skate Park management. VOTE: ALL YES. MOTION CARRIED.

**(TIME: 7:14) PUBLIC HEARING: DISCUSS/TAKE ACTION ON ORDINANCE NO. 1103, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, DELETING THE TOWN CENTER MIXED-USE DISTRICT AND ALLOWING MIXED-USE AS AN ACCESSORY USE IN THE COMMERCIAL ZONING DISTRICT, REVISING THE FUTURE LAND USE MAP AND AMENDING THE FUTURE LAND USE ELEMENT OF THE 1998 COMPREHENSIVE PLAN, AS AMENDED, OCTOBER 1, 2014, BASED ON THE CITY'S UPDATED DATA AND ANALYSIS OF THE COMPREHENSIVE PLAN; REVISING AND UPDATING EXISTING GOALS, OBJECTIVES AND POLICIES IN ACCORDANCE WITH THE MANDATES SET FORTH IN CHAPTER 163, FLORIDA STATUTES; AUTHORIZING TRANSMITTAL OF THESE AMENDMENTS TO THE EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL, STATE LAND PLANNING AGENCY, AND OTHER APPLICABLE AGENCIES FOR REVIEW AND COMMENT AS REQUIRED BY FLORIDA STATUTES; PROVIDING A CONFLICTS CLAUSE AND SEVERABILITY CLAUSE, AND PROVIDING AN EFFECTIVE DATE (SECOND READING)**

Mayor Catino opened the public hearing. City Attorney Beadle read Ordinance No. 1103 by title on second reading.

**(Time: 7:15)** The following Satellite Beach resident addressed Council: Ron Jurgutis.

**ACTION:** Councilman Brimer MOVED, SECOND by Councilman Osmer, to adopt Ordinance No. 1103 on second reading. VOTE: ALL YES. MOTION CARRIED.

**(TIME: 7:17) PUBLIC HEARING: DISCUSS/TAKE ACTION ON ORDINANCE NO. 1106, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, AMENDING SECTION 30-416(a) AND (b)(11), COMMERCIAL DISTRICT, SATELLITE BEACH CITY CODE, TO AUTHORIZE RESIDENTIAL USE AS AN ACCESSORY USE, WITH CONDITIONS; REPEALING SECTION 30-416(c)(13), SATELLITE BEACH CITY CODE, WHICH PROVIDED RESIDENTIAL USE AS A CONDITIONAL USE AND RENUMBERING; AMENDING SECTION 30-416(e)(4), SATELLITE BEACH CITY CODE, REGARDING MAXIMUM BUILDING HEIGHT; AMENDING SECTION 30-424(c), SATELLITE BEACH CITY CODE, TO PROVIDE FOR OFF-STREET PARKING REGULATIONS FOR MIXED COMMERCIAL/ RESIDENTIAL DEVELOPMENT; PROVIDING SEVERABILITY; PROVIDING EFFECTIVE DATE (SECOND READING)**

Mayor Catino opened the public hearing. City Attorney Beadle read Ordinance No. 1106 by title on second reading.

**(Time: 7:18)** The following Satellite Beach resident addressed Council: Ron Jurgutis.

**ACTION:** Councilman Brimer MOVED, SECOND by Councilman Osmer, to adopt Ordinance No. 1106 on second reading. VOTE: ALL YES. MOTION CARRIED.

**(TIME: 7:20) DISCUSS/TAKE ACTION ON FY 2015/2016 EMPLOYEE HEALTHCARE PLAN RENEWAL**

City Manager Barker presented an employee healthcare plan proposal which detailed the current fully-insured model and associated cost increases, a partially self-insured model with potential benefits of reducing costs, and healthcare plan bid results for FY 15/16. She recommended a graded funding renewal from Cigna. Gehring Group Representative Shaun Fleming was available to answer questions. Council discussed costs of future claims and forecasting for appropriate plan adjustments, as well as working toward implementing a healthcare clinic.

(Time: 7:39) The following Satellite Beach resident addressed Council: Ron Jurgutis.

**ACTION:** Councilman Osmer MOVED, SECOND by Vice-Mayor Montanaro, to approve the graded funding renewal option from Cigna as the City's employee healthcare provider for FY 15/16. VOTE: ALL YES. MOTION CARRIED.

**FY 2015/2016 BUDGET:**

**(TIME: 7:46) A. PUBLIC HEARING ON PROPOSED FY 2015/2016 BUDGET**

City Manager Barker presented the proposed FY 15/16 Budget, which reflected the Unions' (IAFF and FOP) agreement to have the 175/185 payments applied to the City's contributions to Fire and Police Pensions; the first of three annual compression increases; 2% salary increase for employees; creation of a Health Insurance Fund to manage the partially self-insured healthcare model; and donations received from the Soccer League, the Satellite Beach Woman's Club, and numerous residents which have helped offset capital costs for soccer field lighting, Shell Street improvements, and the Community Paramedic Program.

(Time: 7:54) The following Satellite Beach residents addressed Council: Ron Jurgutis. The following Satellite Beach non-resident addressed Council: Joel Wilson.

Mayor Catino commented on the numerous hours of staff time spent on working toward a more financially-responsible healthcare plan, and the benefits the community would receive from installing soccer-field lighting. Council thanked staff for their efforts on the budget.

**(TIME: 8:01) B. ORDINANCE NO. 1109, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES BY ESTABLISHING AN OPERATING MILLAGE RATE OF 8.2900 MILLS FOR FISCAL YEAR 2015/2016; PROVIDING AN EFFECTIVE DATE (FIRST READING)**

City Attorney Beadle read Ordinance No. 1109 by title on first reading.

Mayor Catino asked for citizen comments; there were no comments.

**ACTION:** Councilman Brimer MOVED, SECOND by Councilman Osmer, to approve Ordinance No. 1109 on first reading. VOTE: ALL YES. MOTION CARRIED.

**(TIME: 8:02) C. ORDINANCE NO. 1110, AN ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, ADOPTING FY 2015/2016 BUDGET; PROVIDING AN EFFECTIVE DATE (FIRST READING)**

City Attorney Beadle read Ordinance No. 1110 by title on first reading.

Mayor Catino asked for citizen comments; there were no comments.

**ACTION:** Councilman Brimer MOVED, SECOND by Vice-Mayor Montanaro, to approve Ordinance No. 1110 on first reading. VOTE: ALL YES. MOTION CARRIED.

**APPOINTMENT TO BOARDS**

**ACTION:** Vice-Mayor Montanaro MOVED, SECOND by Councilman Brimer, to reappoint primary members as follows: **Brenda Spletter** to the Library Board, term ending October 5, 2018; **Clint Braswell** to the Recreation Board, term ending October 3, 2018; **Brian Gilcher** to the Samsons Island Working Board, term ending October 3, 2018; and **Salvatore Lauricella** to

the Samsons Island Working Board, term ending October 3, 2018. VOTE: ALL YES. MOTION CARRIED.

**ACTION:** Vice-Mayor Montanaro MOVED, SECOND by Councilman Osmer, to appoint **Donnie Torok** to serve as a primary member of the General Employee Pension Plan Board of Trustees, term ending September 2, 2018. VOTE: ALL YES. MOTION CARRIED.

**AGENDA ITEMS FOR NEXT REGULAR COUNCIL MEETING**

Council discussed agenda items for the next regular Council meeting.

**ADOPTION OF MINUTES: JULY 23, 2015, SPECIAL MEETING AND AUGUST 20, 2015, REGULAR MEETING**

**ACTION:** Councilman Brimer MOVED, SECOND by Vice-Mayor Montanaro, to approve the minutes as submitted. VOTE: ALL YES. MOTION CARRIED.

Mayor Catino adjourned the meeting at 8:11 p.m.

Leonor Olexa, CMC  
City Clerk

August '15

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City of Satellite Beach

# September 2015

October '15

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<b>1</b> 7:00 p.m. Green Committee	<b>2</b> 6:00 p.m. CRA 6:50 p.m. City Council Workshop 7:00 p.m. City Council	<b>3</b>	<b>4</b> 9:00 a.m. Beautification Board	<b>5</b>
<b>6</b>	<b>7</b> Labor Day  CANCELLED BOA	<b>8</b> 4:30 p.m. South Beaches Coalition 6:00 p.m. Lib Board Cancelled Recreation Board	<b>9</b> 7:00 p.m. Green Committee	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b> 7:00 p.m. SCLC	<b>15</b> 6:00 p.m. Samsons Island	<b>16</b> 7:00 p.m. City Council	<b>17</b> 7:00 p.m. CRAAB	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> CANCELLED PZAB	<b>22</b> 7:00 p.m. CEB	<b>23</b> 7:00 p.m. Green Committee	<b>24</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b> 7:00 p.m. CPAB	<b>29</b>	<b>30</b>			

September '15

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City of Satellite Beach

# October 2015

November '15

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29	30					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 9:00 a.m. Beautification Board	3
4	5 4:30 p.m. South Beach Coalition 7:00 p.m. BOA	6	7 6:00 p.m. CRA 7:00 p.m. City Council	8	9	10
11	12 7:00 p.m. SCLC	13 6:15 p.m. Recreation Board	14	15 7:00 p.m. CRAAB	16	17
18	19 7:00 p.m. PZAB	20 6:00 p.m. Samsons Island	21 7:00 p.m. City Council	22	23	24
25	26 7:00 p.m. CPAB	27 7:00 p.m. CEB	28 7:00 p.m. Green Committee	29	30	31