



120 Malabar Road, SE - Palm Bay, FL 32907 (321-952-3400)
www.palmbayflorida.org

Mayor
WILLIAM CAPOTE

Deputy Mayor
TRES HOLTON

Councilmembers
HARRY SANTIAGO, JR.
JEFF BAILEY
BRIAN ANDERSON

AGENDA

REGULAR COUNCIL MEETING NO. 2018-27

THURSDAY

November 1, 2018 - 7:00 P.M.
City Hall Council Chambers

CALL TO ORDER:

INVOCATION:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Two (2) vacancies on the Community Development Advisory Board (represents 'for-profit provider' and 'actively engage in home building' positions).++
2. One (1) vacancy on the Disaster Relief Committee Executive Board.++

AGENDA REVISIONS:

CONSENT AGENDA:

There will be no separate discussion on those items listed under Consent Agenda (indicated with asterisks(*)). They will be enacted by the City Council on one motion. If discussion is desired by the City Council, that item will be removed from the Consent Agenda by Council and will be considered in the order that it appears on the agenda.

PROCLAMATIONS:

1. Puerto Rican Day – November 4, 2018; Puerto Rican Heritage Month – October 6-November 19, 2018.
2. Diabetes Awareness Day – November 10, 2018.
3. Recognizing Reverend Richard Spellman for his dedication to the community of the City of Palm Bay.

ADOPTION OF MINUTES:

- * 1. Regular Council Meeting No. 2018-26; October 18, 2018.

PUBLIC COMMENTS/RESPONSES: (Non-agenda Items Only)

Public comments will be heard by the City Council on non-agenda issues. Speakers must complete 'Public Comment Cards' (orange) and are limited to 3 minutes each.

THIS MEETING IS BROADCAST LIVE ON THE CITY'S WEBSITE AND
TELEVIEWED ON THE SPACE COAST GOVERNMENT TV CHANNEL.

PUBLIC HEARINGS:

1. Ordinance No. 2018-41, amending the City's Comprehensive Plan Future Land Use Map to change the designated use of property located west of and adjacent to Babcock Street, in the vicinity north of Centerlane Road, from Calumet Farms PUD Use to Rural Single Family Use (372.19 acres)(Case No. CP-11-2018, Babcock LLC), final reading.
- ♣2. Ordinance No. 2018-42, rezoning property located west of and adjacent to Babcock Street, in the vicinity north of Centerlane Road, from GU (General Use District (Brevard County)) to GU (General Use Holding District) (372.19 acres)(Case No. CPZ-11-2018, Babcock LLC), final reading.
3. Ordinance No. 2018-54, amending the Code of Ordinances, Chapter 178, Signs, in order to allow billboard signs within one-half mile of the Interstate 95 interchange (Case No. T-20-2018, City of Palm Bay), final reading.
- ♣4. Ordinance No. 2018-53, rezoning property located south of and adjacent to Treeland Boulevard, in the vicinity east of San Filippo Drive and west of Community College Parkway, from IU (Institutional Use District) to LI (Light Industrial and Warehousing District) (5.09 acres)(Case No. Z-21-2018, MRIGlobal), first reading. **(CONTINUED FROM RCM – 10/18/18, first occurrence)**
5. Ordinance No. 2018-55, amending the City's Comprehensive Plan Future Land Use Map to change the designated use of property located east of and adjacent to Melbourne Tillman Water Control District Canal No. 10, in the vicinity south of Ginza Road, from Utilities Use to Single Family Residential Use (2.28 acres)(Case No. CP-17-2018, M. David Moallem), only one reading required.
6. Ordinance No. 2018-56, amending the City's Comprehensive Plan Future Land Use Map to change the designated use of property located south of and adjacent to Hallmark Street, in the vicinity east of Halblum Avenue, from Recreation and Open Space Use and Utilities Use to Single Family Residential Use (2.47 acres)(Case No. CP-18-2018, Eddie Torres and Kristin Kleven), only one reading required.
7. Ordinance No. 2018-57, vacating the side and a portion of the rear public utility and drainage easement located within Tract "F", Port Malabar Unit 10 (Case No. VE-6-2018, Fausto Rodriguez), first reading.
8. Resolution No. 2018-56, granting approval of a Planned Unit Development (PUD) Preliminary Development Plan for a single-family residential subdivision to be known as "Gulfport Key PUD", which property is located north of and adjacent to Gulfport Road, in the vicinity between Grapefruit Road and Sable Circle (20.76 acres)(Case No. PUD-24-2018, Gulfport Key, Inc.).
9. Resolution No. 2018-57, granting approval of a Planned Unit Development (PUD) Preliminary Development Plan for single-family residential subdivision to be known as "Palm Vista Everlands PUD", which property is located southeast of and adjacent to the intersection of St. Johns Heritage Parkway and Pace Drive (50.4 acres)(Case No. PUD-25-2018, Pace Drive Holdings, LLC).
- ♣10. Request by Sign Access, Inc. for a variance to allow a replacement pole sign to exceed the 64-square foot maximum area requirement by 33.3 square feet, for a total sign area of 97.3 square feet, in CC (Community Commercial District) zoning (2.09 acres)(Case No. V-23-2018).

PROCUREMENTS:

THIS MEETING IS TELEVISED ON THE SPACE COAST GOVERNMENT TV
CHANNEL AND IS BROADCAST LIVE ON THE CITY'S WEBSITE.

Award of Bid:

- * 1. Secondary pond valves and stairways, North Regional Wastewater Treatment Plant – IFB No. 71-1-2018 – Utilities Department (L7 Construction - \$215,997).

COUNCIL REPORTS:

NEW BUSINESS: (Ordinances are for first reading.)

- * 1. Resolution No. 2018-58, adopting 'Hometown Initiative' that encourages public, not-for-profit and/or private-sector healthcare providers to establish, facilitate and sustain maternity services within the City limits. (Deputy Mayor Holton)
- * 2. Resolution No. 2018-59, amending Resolution No. 2017-50, adopting the Five-Year Capital Improvements Program for Fiscal Years 2017-2018 through 2021-2022.
- * 3. Resolution No. 2018-60, amending Resolution No. 2018-45, establishing fees, rates, and charges pursuant to the Code of Ordinances, Title XVII, Land Development Code.
- * 4. Resolution No. 2018-61, selling and conveying certain real property to Triangle Palm Bay, LLC (Tracts D and E, Port Malabar Unit 26).
- * 5. Ordinance No. 2018-58, amending the Fiscal Year 2017-2018 budget by appropriating and allocating certain monies (fifth budget amendment).
- * 6. Ordinance No. 2018-59, amending the Code of Ordinances, Chapter 38, Procurement Department, by modifying definitions contained therein.
- * 7. Consideration of accepting an Irrevocable Letter of Credit from Emerald Investment Holdings LLC related to the St. Johns Heritage Parkway project.
- * 8. Consideration of travel and training for specified City employees.

ADMINISTRATIVE AND LEGAL REPORTS:

PUBLIC COMMENTS/RESPONSES: Speakers are limited to 3 minutes.

ADJOURNMENT:

♣Quasi-judicial proceeding.

Councilmembers who are members of the Space Coast Transportation Planning Organization (TPO) may discuss TPO issues which may subsequently be addressed by the TPO.

If an individual decides to appeal any decision made by the City Council with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.

Any aggrieved or adversely affected person desiring to become a party in the quasi-judicial proceeding shall provide written notice to the City Clerk which notice shall, at a minimum, set forth the aggrieved or affected person's name, address, and telephone number, indicate how the aggrieved or affected person qualifies as an aggrieved or affected person and indicate whether the aggrieved or affected person is in favor of or opposed to the requested quasi-judicial action.

The required notice must be received by the Clerk no later than five (5) business days at the close of business, which is 5 p.m., before the hearing. (§ 59.03, Palm Bay Code of Ordinances).

In accordance with the Americans with Disabilities Act, persons needing special accommodations for this meeting shall, at least 48 hours prior to the meeting, contact the Office of the City Clerk at (321) 952-3414 or Florida Relay System at 711.

Pursuant to Council Policies and Procedures, members of the public wishing to use electronic media when addressing City Council must provide the electronic file to staff for screening no later than noon two (2) business days prior to the meeting.

CITY OF PALM BAY, FLORIDA

REGULAR COUNCIL MEETING NO. 2018-26

Held on Thursday, the 18th day of October 2018, at the City Hall Council Chambers, 120 Malabar Road, SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Office of the City Clerk, City Hall, Palm Bay, Florida.

The meeting was called to order at the hour of 7:00 P.M.

Rob Medina, resident, gave the invocation, which was followed by the Pledge of Allegiance to the Flag.

ROLL CALL:

MAYOR:	William Capote	Present
DEPUTY MAYOR:	Tres Holton	Present
COUNCILMEMBER:	Harry Santiago, Jr.	Present
COUNCILMEMBER:	Jeff Bailey	Present
COUNCILMEMBER:	Brian Anderson	Present
CITY MANAGER:	Gregg Lynk	Present
CITY ATTORNEY:	Patricia Smith	Present
CITY CLERK:	Terese Jones	Present

CITY STAFF: Present was

ANNOUNCEMENTS:

Deputy Mayor Holton announced the following vacancies and solicited applications for same:

- 1. Two (2) vacancies on the Community Development Advisory Board (represents 'for-profit provider' and 'actively engage in home building' positions).++**
- 2. One (1) vacancy on the Disaster Relief Committee Executive Board.+**

AGENDA REVISIONS:

1. Mr. Lynk advised that Item No. 1, under Presentations; Item No. 2, Miscellaneous, under Procurements; and Item No. 4, under New Business, were withdrawn by staff and would be presented to Council at a later date.

CONSENT AGENDA:

All items of business marked with an asterisk were considered under Consent Agenda and enacted by the following motion:

Motion by Deputy Mayor Holton, seconded by Mr. Bailey, that the Consent Agenda be approved as presented with the removal of Item No. 1, Award of Bid, under Procurements. Motion carried with members voting as follows: Mayor Capote, Yea; Deputy Mayor Holton, Yea; Councilman Santiago, Yea; Councilman Bailey, Yea; Councilman Anderson, Yea.

PROCLAMATIONS:

The proclamations were read and presented.

- 1. Florida City Government Week, October 22-28, 2018.**
- 2. Alpha-1 Awareness Month, November 2018.**

PRESENTATION:

- 1. Conroy Jacobs, Traffic Engineer/Planner – St. Johns Heritage Parkway – update.**

The item, announced under Agenda Revisions, was withdrawn by staff.

ADOPTION OF MINUTES:

- * 1. Regular Council Meeting No. 2018-25; October 4, 2018.**

The minutes, considered under Consent Agenda, were approved as presented.

PUBLIC COMMENTS/RESPONSES: (Non-agenda Items Only)

Individuals commented on various issues.

1. Bill Battin, resident, said that the Disaster Relief Committee recently approved to donate half of its funding to the Society for the Prevention of Cruelty to Animals (SPCA) of Brevard to support the assistance of animals as a result of Hurricane Florence. He felt that many people could have used that assistance.

2. Jonny Fernandez, resident, had received a 30-day compliance notice pursuant to a Code Enforcement Board meeting related to his fruit forest. He requested an extension from City Council until Spring.

Mayor Capote advised that Council could not override any actions taken by the Code Enforcement Board. He suggested that Mr. Fernandez meet with City staff to address his concerns.

Dawn Bittar, member of the Disaster Relief Committee, addressed the comment regarding funds being donated to the SPCA. She advised that the donated amount was \$150. Mr. Bailey said that it was not taxpayer dollars, but monies donated by the public.

Mr. Anderson addressed a comment regarding the proposed bond referendum. He said that those funds would not be used for the connecting road of the Parkway. He added that the referendum language reflected “eliminating potholes”. Mr. Anderson said that the purpose was to eliminate and not patch potholes.

Mr. Bailey asked if the bond monies could be spent on new roads and if the bond could be used to retire the existing debt service for the St. Johns Heritage Parkway. Mrs. Smith said she would consult with the City’s bond counsel.

PUBLIC HEARINGS:

1. Ordinance No. 2018-28, amending the City’s Comprehensive Plan Future Land Use Map to change the designated use of property located in the vicinity south of Malabar Road and east of Cassia Avenue, from Commercial and Single Family Residential Uses to Multiple Family Residential and Commercial Uses (15.1 acres)(Case No. CP-9-2018, Rook at Palm Bay, LLC), final reading.

The City Attorney read the ordinance in caption only. The public hearing was opened. The applicant presented the request to Council. The public hearing was closed.

Motion by Mr. Santiago, seconded by Mr. Bailey, to adopt Ordinance No. 2018-28. Motion carried with members voting as follows: Mayor Capote, Yea; Deputy Mayor Holton, Yea; Councilman Santiago, Yea; Councilman Bailey, Yea; Councilman Anderson, Yea.

2. Ordinance No. 2018-48, vacating a portion of the rear public utility and drainage easement located within Lot 14, Block 270, Port Malabar Unit 8 (Case No. VE-4-2018, Erica Baxter), final reading.

The City Attorney read the ordinance in caption only. The public hearing was opened. The applicant presented the request to Council. The public hearing was closed.

Motion by Mr. Bailey, seconded by Mr. Santiago, to adopt Ordinance No. 2018-48. Motion carried with members voting as follows: Mayor Capote, Yea; Deputy Mayor Holton, Yea; Councilman Santiago, Yea; Councilman Bailey, Yea; Councilman Anderson, Yea.

3. Ordinance No. 2018-49, vacating a portion of the rear public utility and drainage easement located within Lot 23, Block 854, Port Malabar Unit 17 (Case No. VE-5-2018, Charles and Laura Gullo), final reading.

The City Attorney read the ordinance in caption only. The public hearing was opened. The applicant presented the request to Council. The public hearing was closed.

Motion by Mr. Anderson, seconded by Mr. Bailey, to adopt Ordinance No. 2018-49. Motion carried with members voting as follows: Mayor Capote, Yea; Deputy Mayor Holton, Yea; Councilman Santiago, Yea; Councilman Bailey, Yea; Councilman Anderson, Yea.

4. Ordinance No. 2018-50, amending the City's Comprehensive Plan Future Land Use Map to change the designated use of property located in the vicinity east of Babcock Street, north of the proposed St. Johns Heritage Parkway and west of Interstate 95, from Commercial Use to Single Family Residential Use (7.56 acres)(Case No. CP-13-2018, Cypress Bay Farms, LLC), only one reading required.

The Planning and Zoning Board recommended that the request be approved.

The City Attorney read the ordinance in caption only. The public hearing was opened. Rochelle Lawandales, Waterstone Development and representative for the applicant, presented the request to Council.

Bill Battin, resident, said that although he supported the project, he wanted to see more commercial in the community.

The public hearing was closed.

Motion by Deputy Mayor Holton, seconded by Mr. Anderson, to adopt Ordinance No. 2018-50. Mr. Santiago said that there was less need for commercial space and buildings due to more people utilizing online shopping services. Deputy Mayor Holton said he had the same concerns as Mr. Battin, but noted that the applicant was also preserving environmental lands and specimen trees

Motion carried with members voting as follows: Mayor Capote, Yea; Deputy Mayor Holton, Yea; Councilman Santiago, Yea; Councilman Bailey, Yea; Councilman Anderson, Yea.

5. Ordinance No. 2018-51, amending the City's Comprehensive Plan Future Land Use Map to change the designated use of property located in the vicinity east of Babcock Street, north of the proposed St. Johns Heritage Parkway and west of Interstate 95, from Commercial Use to Single Family Residential Use (5.497 acres)(Case No. CP-14-2018, Cypress Bay Farms, LLC), only one reading required.

The Planning and Zoning Board recommended that the request be approved.

The City Attorney read the ordinance in caption only. The public hearing was opened. Rochelle Lawandales, Waterstone Development and representative for the applicant, presented the request to Council. She clarified that the land use changes were approved during the preliminary PUD application process and were predominately retention areas, although the land use was commercial. Most of the retention areas were going to be used as residential and would be producing a tax base for the City.

The public hearing was closed.

Motion by Deputy Mayor Holton, seconded by Mr. Anderson, to adopt Ordinance No. 2018-51. Motion carried with members voting as follows: Mayor Capote, Yea; Deputy Mayor Holton, Yea; Councilman Santiago, Yea; Councilman Bailey, Yea; Councilman Anderson, Yea.

6. Ordinance No. 2018-52, repealing Ordinance Nos. 2010-24 and 2010-25, in order to combine the two (2) previously approved land use designation conditions into one RAC (Regional Activity Center Use) known as 'Emerald Lakes' (1,561 acres)(Case No. CP-15-2018, Emerald Investment Holdings, LLC), first reading.

The Planning and Zoning Board recommended that the request be approved.

The City Attorney read the ordinance in caption only. The public hearing was opened. Brenda Yates, representative for the applicant, presented the request to Council.

Deputy Mayor Holton heard there would be a one percent (1%) surtax similar to Hammock Landings. Ms. Yates said it could be a possibility due to the proposed entertainment district and retail center within Emerald Lakes Community Development District (CDD).

Mr. Bailey asked how much was prepaid in impact fees. Ms. Yates said approximately \$3 million in cash payments, intersection improvements for the Parkway and right-of-way donations. Mr. Bailey asked how much was dedicated towards the Parkway. Paul Paluzzi, applicant, said that the \$3 million included cash in the amount of \$1,050,000; \$800,000 towards the Parkway; \$250,000 for mitigation costs; engineering and permitting services, as well as land; and \$400,000 in escrow for future road improvements;

The public hearing was closed.

Motion by Mr. Anderson, seconded by Mr. Santiago, to approve Ordinance No. 2018-52. Motion carried with members voting as follows: Mayor Capote, Yea; Deputy Mayor Holton, Yea; Councilman Santiago, Yea; Councilman Bailey, Yea; Councilman Anderson, Yea.

7. Resolution No. 2018-55, rescinding Resolution Nos. 2011-38 and 2016-07, in order to combine the two (2) previously approved Concept Plans for a development formally known as ‘Emerald City’ in RAC (Regional Activity Center District) zoning (1,561 acres)(Case No. PD-17-2018, Emerald Investment Holdings, LLC).

The Planning and Zoning Board recommended that the request be approved. The City Attorney read the resolution in caption only. The public hearing was opened. Brenda Yates, representative for the applicant, presented the request to Council. The public hearing was closed.

Motion by Mr. Santiago, seconded by Mr. Anderson, to adopt Resolution No. 2018-55.

Mr. Bailey said that the CDD would maintain its own infrastructure, but it could eventually be inherited by the City. He wanted to ensure that the infrastructure was properly maintained by the CDD.

Motion carried with members voting as follows: Mayor Capote, Yea; Deputy Mayor Holton, Yea; Councilman Santiago, Yea; Councilman Bailey, Yea; Councilman Anderson, Yea.

♣8. Ordinance No. 2018-53, rezoning property located south of and adjacent to Treeland Boulevard, in the vicinity east of San Filippo Drive and west of Community College Parkway, from IU (Institutional Use District) to LI (Light Industrial and Warehousing District) (5.09 acres)(Case No. Z-21-2018, MRIGlobal), first reading.

The Planning and Zoning Board recommended that the request be approved.

The City Attorney read the ordinance in caption only. The public hearing was opened. As the applicant was not present, Council concurred to table the item. The public hearing was closed.

Motion by Mr. Anderson, seconded by Mr. Santiago, to table the item to the November 1, 2018, regular Council meeting. Motion carried with members voting as follows: Mayor Capote, Yea; Deputy Mayor Holton, Yea; Councilman Santiago, Yea; Councilman Bailey, Yea; Councilman Anderson, Yea.

9. Ordinance No. 2018-54, amending the Code of Ordinances, Chapter 178, Signs, in order to allow billboard signs within one-half mile of the Interstate 95 interchange (Case No. T-20-2018, City of Palm Bay), first reading.

The Planning and Zoning Board recommended that the request be approved.

The City Attorney read the ordinance in caption only. The public hearing was opened. Mr. Lynk presented the request to Council. The public hearing was closed.

Motion by Deputy Mayor Holton, seconded by Mr. Santiago, to approve Ordinance No. 2018-54. Motion carried with members voting as follows: Mayor Capote, Yea; Deputy Mayor Holton, Yea; Councilman Santiago, Yea; Councilman Bailey, Yea; Councilman Anderson, Yea.

PROCUREMENTS:

Award of Bids:

1. Culver Drive widening project – IFB No. 53-0-2018 – Public Works Department (Don Luchetti Construction – \$2,109,380); utilization of Transportation Impact Fees (\$147,413).

Staff Recommendation: Approve the award for the Culver Drive widening project with Don Luchetti Construction, Inc. (Melbourne), in the amount of \$2,109,380; and approve the utilization of an additional \$147,413 in Transportation Impact Fees for the widening project.

Bill Battin, resident, felt the roadway was currently in good condition and that the monies could have been spent in other areas of the City.

Motion by Deputy Mayor Holton, seconded by Mr. Santiago, to approve the award as requested.

Mr. Santiago said Council was fulfilling its commitment to widen Culver Drive since the approval of Giant Recreation World and the storage facility. It would also address the stormwater issues in the area.

Mr. Bailey asked if any of the funds had been spent to date. Mr. Lynk answered in the negative. Mr. Bailey did not feel this was the best use of the monies and it should be dedicated to other projects. The road design did not look like it would have the impact that was worth \$2.1 million.

Motion carried with members voting as follows:

Mayor Capote	Yea
Deputy Mayor Santiago	Yea
Councilman Holton	Yea
Councilman Bailey	Nay
Councilman Anderson	Yea

*** 2. Temporary staffing services (stormwater utility) – IFB No. 57-0-2018 – Public Works Department (LFI Fort Pierce Inc. DBA LF Staffing - \$216,000).**

Staff Recommendation: Approve the award for temporary staffing services for the Public Works Department with LFI Fort Pierce Inc. DBA LF Staffing (Fort Pierce), in the amount of \$216,000, for a one-year term contract with the option for two (2) additional one-year terms.

The item, considered under Consent Agenda, was approved as recommended by City staff.

Contracts:

*** 1. Dental benefits, City employees, renewal – Human Resources Department (CIGNA Dental Health - \$396,000).**

Staff Recommendation: Approve the renewal for dental benefits, at an approximate annual premium cost of \$396,000 (employee paid), through Cigna Health and Life/Cigna Dental Health.

The item, considered under Consent Agenda, was approved as recommended by City staff.

*** 2. Life and disability insurance benefits, City employees, renewal – Human Resources Department (Mutual of Omaha).**

Staff Recommendation: Approve the renewal for Group Term Life and AD&D (4.8% increase (City paid)), Supplemental Life and AD&D (no rate increase (employee paid)), Group Short-Term Disability (no rate increase (employee paid)), and Group Long-Term Disability (no rate increase (City paid)) insurances with Mutual of Omaha, located in Orlando.

The item, considered under Consent Agenda, was approved as recommended by City staff.

*** 3. Group health insurance benefits, self-funded (administrative services only) – Human Resources Department (Cigna Health & Life Insurance Company).**

Staff Recommendation: Approve to continue the managed City self-funded group health insurance benefits with Cigna Health and Life Insurance Company as an Administrative Services Only; and approve the 2.5% rate increase and the addition of the High Deductible Health Plan.

The item, considered under Consent Agenda, was approved as recommended by City staff.

Miscellaneous:

*** 1. Caterpillar equipment, parts and services – Public Works Department (Ring Power Corporation - \$135,000, ‘as needed’ (sole source)).**

Staff Recommendation: Approve the sole source purchases of Caterpillar parts and services on an “as needed” basis with Ring Power Corporation (Palm Bay), in estimated amount of \$135,000.

*** 2. “Cooperative Purchase”, vacuum truck vehicle, stormwater utility (Houston-Galveston Area Council contract) – Public Works Department (Houston Freightliner - \$277,193).**

The item, announced under Agenda Revisions, was withdrawn by staff.

COMMITTEE AND COUNCIL REPORTS:

1. Dawn Bittar, Chairperson of the Citizens’ Budget Advisory Board, provided a memorandum on behalf of the Board. She reiterated the Board’s request at a previous Budget Workshop that \$1 million be included as a permanent budget line item for new roads and road maintenance improvements for each fiscal year.

Mr. Santiago said he would like to place more than \$1 million into the fund, but the City was on a tight budget. He advised that Council had agreed to allocate more funds to that account and it would equate to approximately \$1 million for this fiscal year.

Mr. Bailey said that if the land sales been had used to maintain roads years ago, the cost today would have been much less. He felt that \$1 million included in the budget each year was not enough.

Councilmembers provided updates on activities of various agencies and boards on which they served as members.

1. *Space Coast Transportation and Planning Organization.* Deputy Mayor Holton said there was an issue occurring with major development projects along the interstate. Tractor trailers were parking and stacking along the interstate systems. When deliveries could not be made to businesses until a certain time, the tractor trailers were waiting along the interstate or at highway rest areas. He encouraged Council to work with Florida Department of Transportation to address any potential safety issues.

NEW BUSINESS:

*** 1. Consideration of utilizing Park Impact Fees for the purchase of Turf equipment to maintain ballfields.**

Staff Recommendation: Approve the appropriation of \$12,320 of Park Impact Fees for the purchase of Turf equipment to maintain ballfields.

The item, considered under Consent Agenda, was approved as recommended by City staff.

*** 2. Acknowledgement of the City's monthly financial report for August 2018.**

The item, considered under Consent Agenda, was acknowledged by the City Council.

*** 3. Consideration of travel and training for specified City employees.**

Staff Recommendation: Approve the travel and training as specified.

The item, considered under Consent Agenda, was approved as recommended by City staff.

☞ 4. Consideration of collective bargaining agreements, International Association of Firefighters: a) Supervisors Unit; b) Rank and File.

The item, announced under Agenda Revisions, was withdrawn by staff.

ADMINISTRATIVE AND LEGAL REPORTS:

There were no reports.

PUBLIC COMMENTS/RESPONSES:

A resident made a general comment.

1. Thomas Gaume, resident, said he had attended an event at Space Coast Harley Davidson which included a live band. He felt there was a sound engineering issue that caused the noise to affect the residents in the Lockmar area, but he was able to have a normal conversation while attending the event. Mr. Gaume said that Space Coast Harley Davidson was a recreational dealership, not an entertainment venue or bar. He felt the City needed to address the problems between the residents and the business.

Mrs. Smith said she would be meeting with staff and the Lockmar area residents next week to discuss their issues. She would advise Council accordingly.

ADJOURNMENT:

There being no further business, the meeting adjourned at the hour of 8:49 P.M.

William Capote, MAYOR

ATTEST:

Terese M. Jones, CITY CLERK

* Identifies items considered under the heading of Consent Agenda.

♣ Indicates quasi-judicial proceeding.

☞ Indicates item was considered out of sequence or added to the agenda.



MEMO TO: Honorable Mayor and Members of City Council

FROM: Terese M. Jones, City Clerk

A handwritten signature in blue ink, appearing to read "Terese M. Jones", positioned to the right of the "FROM:" line.

DATE: November 1, 2018

SUBJECT: Ordinance Nos. 2018-41, 2018-42 and 2018-54

Public hearings are to be held on the above subject ordinances and the captions of each read for the second and final time at tonight's Council meeting.

If you should have any questions or desire additional information, please advise.

/tjl

Attachments

ORDINANCE NO. 2018-41

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE CODE OF ORDINANCES, TITLE XVII, LAND DEVELOPMENT CODE, CHAPTER 183, COMPREHENSIVE PLAN REGULATIONS, SECTION 183.01, COMPREHENSIVE PLAN, SUBSECTION (D), ADOPTION OF FUTURE LAND USE MAP, BY AMENDING FUTURE LAND USE MAP SERIES NO. 2; PROVIDING FOR THE REPEAL OF ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Bay has designated the Planning and Zoning Board as its Local Planning Agency and said Local Planning Agency held a public hearing on an amendment to the Comprehensive Plan on August 1, 2018, after public notice, and

WHEREAS, the City Council of the City of Palm Bay, pursuant to Chapter 163, Florida Statutes, held a public hearing on an amendment to the Comprehensive Plan on September 6, 2018, after public notice, and

WHEREAS, the City Council of the City of Palm Bay, pursuant to Chapter 163, Florida Statutes, submitted the amendment to the Florida Department of Economic Opportunity for review and comment, and

WHEREAS, the Florida Department of Economic Opportunity submitted a Comment Report regarding this amendment, and

WHEREAS, the City Council of the City of Palm Bay has considered the Comments provided and has addressed all items, and

WHEREAS, the City Council of the City of Palm Bay, pursuant to Chapter 163, Florida Statutes, held an adoption public hearing on the amendment to the Comprehensive Plan on November 1, 2018, after public notice, and

WHEREAS, the City Council of the City of Palm Bay desires to adopt said amendment to the Comprehensive Plan of the City of Palm Bay.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The Comprehensive Plan of the City of Palm Bay, Brevard County, Florida, is hereby amended to provide for the change in land use of property from Calumet Farms PUD to Rural Single Family Use, which property is legally described as follows:

Tract 21, San Sebastian Farms, according to the plat thereof as recorded in Plat Book 6, Page 77, of the Public Records of Brevard County, Florida; Section 21, Township 30S, Range 37E; containing 372.19 acres, more or less.

SECTION 2. The Future Land Use Map Series Map No. 2 is hereby changed to reflect this amendment.

SECTION 3. All staff report conditions and limitations shall be met and those conditions and limitations shall be made a part of the Comprehensive Plan.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed and all ordinances or parts of ordinances not in conflict herewith are hereby continued in full force and effect.

SECTION 5. This ordinance shall become effective 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, an amendment does not become effective until the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance pursuant to Section 163.3184(3)(c)4, Florida Statutes. The Department only issues a final order for Expedited State Review amendments if they are challenged by an affected party.

Read in title only at Meeting No. 2018-21, held on September 6, 2018; and read in
title only and duly enacted at Meeting No. 2018- , held on , 2018.

William Capote, MAYOR

ATTEST:

Terese M. Jones, CITY CLERK

Reviewed by CAO: _____

Applicant: Babcock LLC
Case No.: CP-11-2018

cc: (date) Applicant
Case File

ORDINANCE NO. 2018-42

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE ZONING ORDINANCE OF THE CITY OF PALM BAY BY CHANGING THE ZONING OF PROPERTY FROM GU (GENERAL USE DISTRICT (BREVARD COUNTY)) TO GU (GENERAL USE HOLDING DISTRICT); WHICH PROPERTY IS LOCATED WEST OF AND ADJACENT TO BABCOCK STREET, IN THE VICINITY NORTH OF CENTERLANE ROAD, AND LEGALLY DESCRIBED HEREIN; PROVIDING FOR A CHANGE OF THE ZONING MAP; PROVIDING FOR AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The Zoning Ordinance of the City of Palm Bay, Brevard County, Florida, is hereby amended to provide for the rezoning of property from GU (General Use District (Brevard County)) to GU (General Use Holding District), being legally described as follows:

Tract 21, San Sebastian Farms, according to the plat thereof as recorded in Plat Book 6, Page 77, of the Public Records of Brevard County, Florida; Section 21, Township 30S, Range 37E; containing 372.19 acres, more or less.

SECTION 2. The Zoning Map of the City of Palm Bay is hereby revised to reflect this amendment.

SECTION 3. The provisions within this ordinance shall take effect immediately upon the enactment of Ordinance No. 2018-41.

Read in title only at Meeting No. 2018-21, held on September 6, 2018; and read in title only and duly enacted at Meeting No. 2018- , held on , 2018.

ATTEST:

William Capote, MAYOR

Terese M. Jones, CITY CLERK

ORDINANCE NO. 2018-54

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE CODE OF ORDINANCES, TITLE XVII, LAND DEVELOPMENT CODE, CHAPTER 178, SIGNS, IN ORDER TO ALLOW BILLBOARD SIGNS WITHIN ONE-HALF MILE OF THE INTERSTATE 95 INTERCHANGE; PROVIDING FOR THE REPEAL OF ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR INCLUSION IN THE CITY OF PALM BAY CODE OF ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The City of Palm Bay Code of Ordinances, Title XVII, Land Development Code, Chapter 178, Signs, Section 178.17, Billboard Signs, is hereby amended and shall henceforth read as follows:

“Section 178.17 BILLBOARD AND INTERCHANGE SIGNS.

(A) Billboard signs may be permitted on industrial or commercial zoned properties which are not within one-half (1/2) mile of an Interstate 95 interchange, but which abut Palm Bay Road or Interstate 95, subject to the following restrictions ~~Billboard signs may be permitted on industrial or commercial zoned properties abutting Interstate 95, and Palm Bay Road, subject to the following restrictions:~~

* * *

(B) Interchange signs may be permitted on industrial or commercial zoned properties located within one-half (1/2) mile of an Interstate 95 interchange if such property abuts Interstate 95 or if such Interchange sign is located within one-half (1/2) mile of an Interstate 95 interchange, subject to the following restrictions:

(1) Height shall not exceed sixty (60) feet;

(2) Sign Surface Area shall be no greater than:

(a) four hundred (400) square feet per sign face and a maximum of one sign per side for an Interchange sign with a height of sixty (60) feet; and

(b) two hundred fifty (250) square feet per sign face for an Interchange sign with a height of less than sixty (60) feet;

(3) No Interchange sign shall be located less than five hundred (500) linear feet from any other Interchange sign, measured in a straight-line distance from sign to sign.

(4) Each Interchange sign shall be setback:

(a) a minimum of twenty (20) feet from any public or private right-of-way lines;

(b) a minimum of ten (10) feet from any other property line; and

(c) a minimum of one hundred ten (110) feet from a permanent sign on an adjacent parcel.

(~~B~~C) Digital Billboards may be permitted on new and existing Billboard Signs on industrial or commercial zoned properties abutting Palm Bay Road, on industrial or commercial zoned properties abutting Interstate 95, and on industrial or commercial zoned properties if such Digital Billboard sign is located within one-half (1/2) mile of an Interstate 95 interchange ~~abutting Interstate 95 and Palm Bay Road~~ within the City limits, subject to the restrictions in sub-sections (A) and (B) above. Notwithstanding any other provision contained herein, an existing legal nonconforming Billboard Sign, regardless of location, may be converted to a Digital Billboard and may be altered or reconstructed to the extent necessary to complete such conversion, notwithstanding any other provision to the contrary contained in this Chapter 178 or in Chapter 185, subject to the following criteria:

* * *

(~~C~~D) Digital Billboards may be operated with conventional printed display faces.

(~~D~~E) Owners of Digital Billboards are strongly encouraged to coordinate with law enforcement and emergency management authorities to display, when appropriate, regional emergency information important to the traveling public including, but not limited to Amber Alerts or emergency management information, such as Hurricane Evacuation Orders. Owners of Digital Billboards are strongly encouraged to display advertising copy on the electronic/digital sign face on behalf of the City, with no charge for advertising space, of the following types advertising messages only: public service, welcome messages or community events in the City of Palm Bay.”

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed and all ordinances or parts of ordinances not in conflict herewith are hereby continued in full force and effect.

SECTION 3. It is the intention of the City Council of the City of Palm Bay that the provisions of this Ordinance shall be made a part of the City of Palm Bay Code of Ordinances and the sections may be renumbered to accomplish such intention.

SECTION 4. If any portion, clause, phrase, sentence or classification of this ordinance is held or declared to be either unconstitutional, invalid, inapplicable, inoperative or void, then such declaration shall not be construed to affect other portions of the ordinance; it is hereby declared to be the express opinion of the City Council of the City of Palm Bay that any such unconstitutional, invalid, inapplicable, inoperative or void portion or portions of this ordinance did not induce its passage, and that without the inclusion of any such portion or portions of this ordinance, the City Council would have enacted the valid constitutional portions thereof.

SECTION 5. The provisions within this ordinance shall take effect immediately upon the enactment date.

Read in title only at Meeting No. 2018-26, held on October 18, 2018; and read in title only and duly enacted at Meeting No. 2018- , held on , 2018.

William Capote, MAYOR

ATTEST:

Terese M. Jones, CITY CLERK

Reviewed by CAO: _____

Applicant: City of Palm Bay
Case No.: T-20-2018

cc: (date) ALP
Case File



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council
FROM: Gregg Lynk, City Manager
DATE: November 1, 2018
RE: Rezoning Request – MRIGlobal (Bryan Ridgley, Rep.)

As you may recall, the above request was scheduled for the October 18th regular Council meeting. Council voted to table the item as the applicant was not present.

Ordinance No. 2018-53 has been prepared for consideration at tonight's meeting. If you should have any questions, please advise.

MRIGlobal (Bryan Ridgley, Rep.) has submitted an application to rezone a parcel of vacant land from an IU, Institutional Use District to an Light Industrial and Warehousing District.

REQUESTING DEPARTMENT:

Community Planning and Economic Development

STAFF RECOMMENDATION:

Case Z-21-2018 is recommended for approval pursuant to all applicable City ordinances.

Planning and Zoning Board Recommendation:

Unanimous approval of the request.

Attachments: 1) Case No. Z-21-2018
2) Ordinance

AA/cp/ab



LAND DEVELOPMENT DIVISION
120 MALABAR ROAD SE
PALM BAY, FL 32907
T: 321-733-3042 F: 321-953-8920

STAFF REPORT
PREPARED BY:
Christopher Balter
Planner II

CASE NUMBER
Z-21-2018

APPLICANT/PROPERTY OWNER
MRIGlobal

PLANNING & ZONING BOARD HEARING DATE
October 3, 2018

PROPERTY LOCATION/ADDRESS
1470 Treeland Blvd SE, Palm Bay 32909

SUMMARY OF REQUEST

The applicant is requesting a rezoning of the subject parcel of vacant land from IU, Institutional Use District to Light Industrial and Warehousing District.

EXISTING ZONING	EXISTING FUTURE LAND USE	SITE IMPROVEMENTS	SITE ACREAGE	SURROUNDING ZONING & LAND USE
IU, Institutional Use	Industrial	Undeveloped Vacant Land	5.09 +/-	N: LI, Light Industrial and Warehousing; Eastern Florida State College E: RM-10, Single, Two, Multi-Family Residential; Vacant Land S: RM-10, Single, Two, Multi-Family Residential; Vacant Land W: LI, Light Industrial and Warehousing; MRIGlobal Building

PROPERTY HISTORY

The subject property is currently undeveloped land situated south of Eastern Florida State College, north of Foundation Park Blvd. SE, east of San Filippo Dr. SE and West of Babcock St.

COMPATIBILITY with the COMPREHENSIVE PLAN

The LI zoning district is compatible with the comprehensive plan as Light Industrial, and Industrial land uses are adjacent.

COMPATIBILITY with the CODE OF ORDINANCES

Development of the subject property is subject to the requirements of the City's Land Development Code.

STAFF RECOMMENDATION:

TRANSMIT ☐

APPROVE ☒

APPROVE WITH CONDITIONS ☐

DENY ☐

ANALYSIS:

The following analysis is per Chapter 185: Zoning Code, Section 185.201(C) which states that all proposed amendments shall be submitted to the Planning and Zoning Board which shall study such proposals in accordance with items 1 through 4 of Section 185.201(C).

Item 1 - The need and justification for the change.

The applicant states the justification for change is “to change the zoning district to allow for light manufacturing of medical equipment”.

Item 2 - When pertaining to the rezoning of land, the effect of the change, if any, on the particular property and on surrounding properties.

The applicant has not specifically addressed this item in their application.

The designation of LI zoning district for the subject property is compatible with the surrounding area and is consistent with the surrounding zoning districts. The LI, zoning district is intended to provide an area which can serve light manufacturing, warehousing, distribution, wholesaling and other light industrial functions.

Item 3 - When pertaining to the rezoning of land, the amount of undeveloped land in the general area and in the city having the same classification as that requested.

Approximately 279.80 acres of Light Industrial and Warehousing Use zoned land is within a half-mile radius to the subject parcel.

Item 4 - The relationship of the proposed amendment to the purpose of the city plan for development, with appropriate consideration as to whether the proposed change will further the purposes of this chapter and the Comprehensive Plan (Plan).

The proposed amendment will further the purposes of Chapter 185 and the Comprehensive Plan.

STAFF RECOMMENDATION:

Case Z-21-2018 is recommended for approval pursuant to all applicable city ordinances.



AERIAL LOCATION MAP CASE NO. Z-21-2018

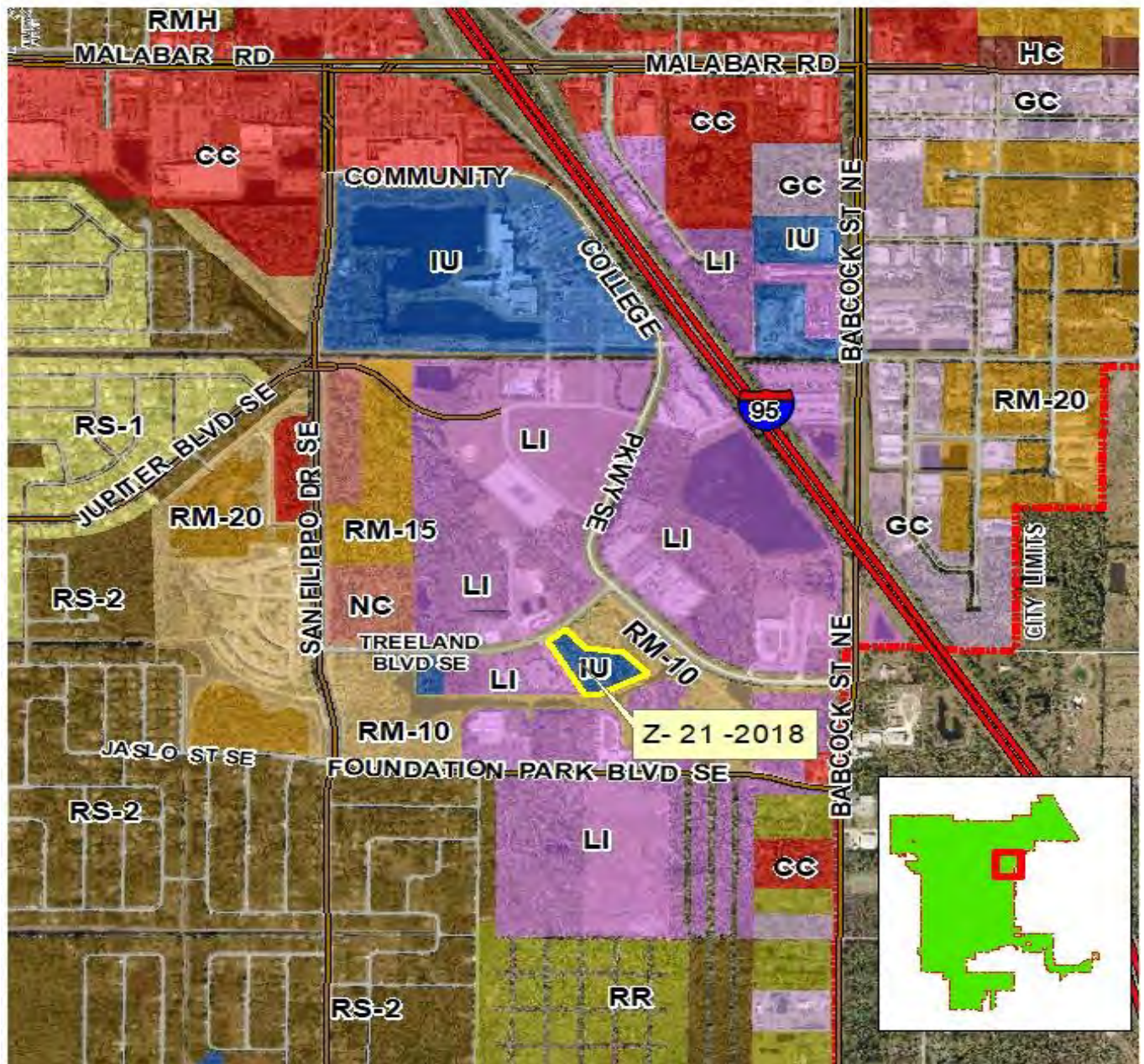
Subject Property

Located on Treeland Blvd SE, East of San Filippo Dr SE and West of Community College Pkwy SE



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



ZONING MAP CASE NO. Z-21-2018

Subject Property

Located on Treeland Blvd SE, East of San Filippo Dr. SE and West of Community College Pkwy SE

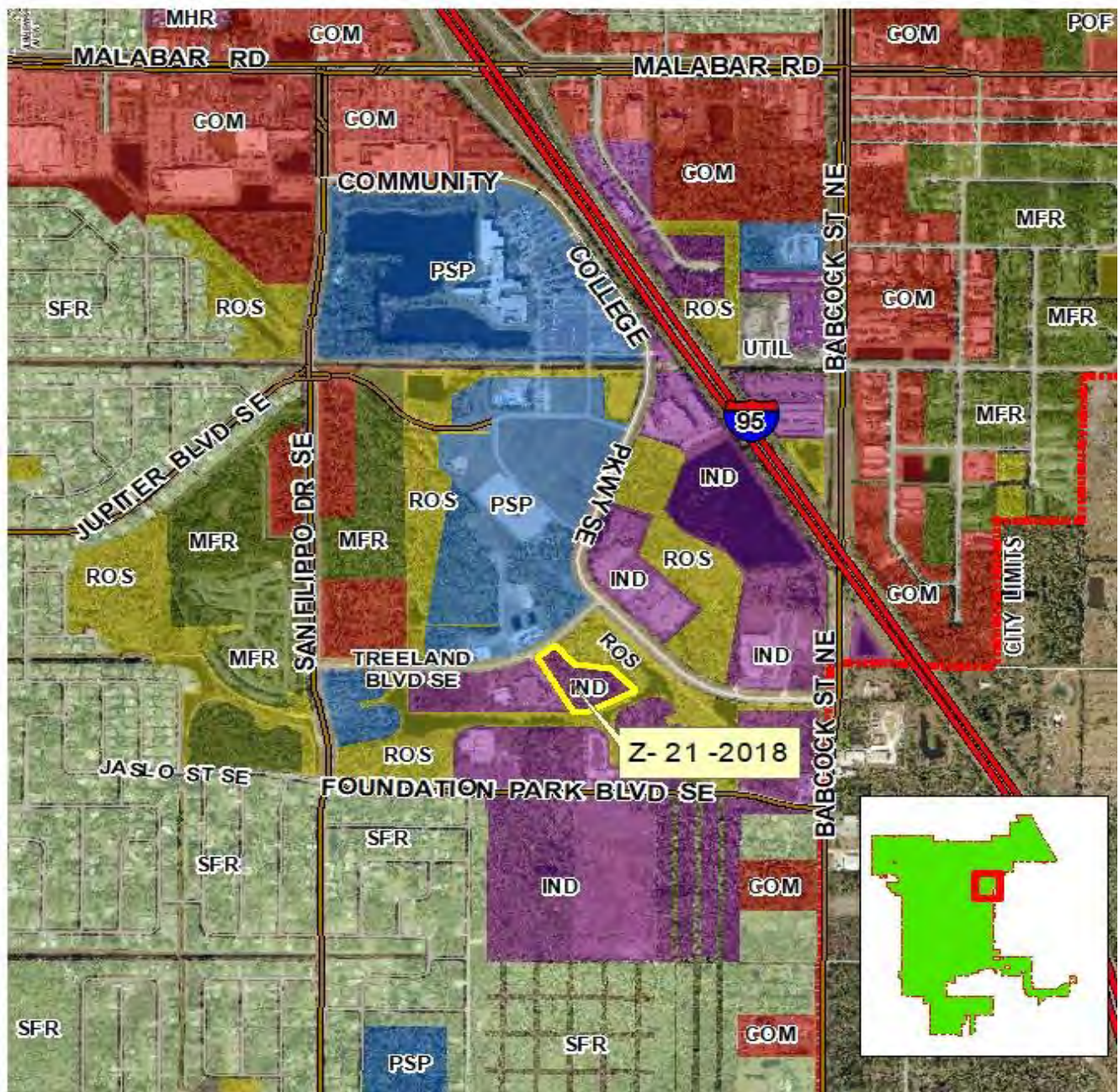
Current Zoning Classification

IU – Institutional Use



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



FUTURE LAND USE MAP CASE NO. Z-21-2018

Subject Property

Located on Treeland Blvd SE, East of San Filippo Dr. SE and West of Community College Pkwy SE

Future Land Use Classification

IND – Industrial

Map for illustrative purposes only. Not to be construed as binding or as a survey



Not to Scale



Land Development Division
120 Malabar Road SE
Palm Bay, FL 32907
321-733-3042
Landdevelopment@palmabayflorida.org

REZONING APPLICATION

This application must be completed, legible, and returned, with all enclosures referred to herein, to the Land Development Division, Palm Bay, Florida, between 8:30 a.m. and 5:00 p.m., Monday through Friday, to be processed for consideration by the Planning and Zoning Board. The application will then be referred by the Planning and Zoning Board for study and recommendation to the City Council. You or your representative are required to attend the meeting(s) and will be notified by mail of the date and time of the meeting(s). The Planning and Zoning Board holds their regular meeting the first Wednesday of every month at 7:00 p.m. in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida, unless otherwise stated.

1) NAME OF APPLICANT (Type or print) MRIGlobal

ADDRESS 1425 Volker Blvd

CITY Kansas City STATE MO ZIP 64110

PHONE # 816-326-5195

FAX # _____

E-MAIL ADDRESS mbreitenstein@mriglobal.org

2) COMPLETE LEGAL DESCRIPTION OF PROPERTY COVERED BY APPLICATION:

Brevard County Parcel ID: Plat Book 0030/0060 Port Malabar, Unit 56, Lot 6, Block 3042

29-37-09-MY-3042-6 CB

2931091 CB

SECTION 09 CB TOWNSHIP 29 CB RANGE 37 CB

3) SIZE OF AREA COVERED BY THIS APPLICATION (calculate acreage): 5.09 acres

4) ZONE CLASSIFICATION AT PRESENT (ex.: RS-2, CC, etc.): IU

5) ZONE CLASSIFICATION DESIRED (ex.: IU, LI, etc.): LI

6) ARE ANY STRUCTURES NOW LOCATED ON THE PROPERTY? None

7) JUSTIFICATION FOR REZONING: Future Land Use per comp plan and desired end user use for development

8) PRESENT USE OF THE PROPERTY:

Vacant Land

9) INTENDED USE OF PROPERTY: Light Manufacturing of medical equipment

10) THE FOLLOWING PROCEDURES AND ENCLOSURES ARE REQUIRED TO COMPLETE THIS APPLICATION:

_____*\$600.00 Application Fee. Make check payable to "City of Palm Bay."

_____Property map showing adjacent properties and clearly outlining the subject parcel (for land use amendment(s)). The property map shall also be provided by CD or Memory Drive.

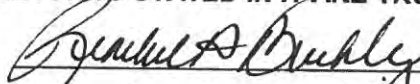
**CITY OF PALM BAY, FLORIDA6
REZONING APPLICATION
PAGE 2 OF 2**

- _____ A listing of legal descriptions of all properties within a 500 foot radius of the boundaries of the property covered by this application, together with the names and mailing addresses (including zip codes) of all respective property owners within the above referenced area. (This can be obtained for a fee from the Brevard County Planning and Zoning Department at 321-633-2060.)
- _____ School Board of Brevard County School Impact Analysis Application (if applicable).
- _____ Sign(s) posted on the subject property. Refer to Section 51.07(C) of the Legislative Code for guidelines.
- _____ WHERE PROPERTY IS NOT OWNED BY THE APPLICANT, A LETTER MUST BE ATTACHED GIVING THE NOTARIZED CONSENT OF THE OWNER FOR THE APPLICANT TO REQUEST THE REZONING.

I, THE UNDERSIGNED UNDERSTAND THAT THIS APPLICATION MUST BE COMPLETE AND ACCURATE BEFORE CONSIDERATION BY THE PLANNING AND ZONING BOARD/LOCAL PLANNING AGENCY, AND CERTIFY THAT ALL THE ANSWERS TO THE QUESTIONS IN SAID APPLICATION, AND ALL DATA AND MATTER ATTACHED TO AND MADE A PART OF SAID APPLICATION ARE HONEST AND TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING REZONING APPLICATION AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant



Date 7-6-2018

Printed Name of Applicant

Rachel A. Buchley

*NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY

July, 6th _____, 20¹⁸

Re: Letter of Authorization

As the property owner of the site legally described as Port Malabar Unit 56 Lot 6 Blk 3042

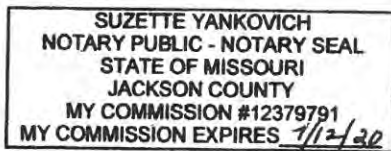
I hereby authorize Bryan Ridgley, Development Partners of Florida, LLC
to represent my Property Rezoning, City of Palm Bay, FL application for said property.

Reschelle A. Beichley
(Signature)

STATE OF Missouri
COUNTY OF Jackson

The foregoing instrument was acknowledged before me this 7-6, 20¹⁸
by Reschelle A. Beichley, who is personally known by me or
who has produced _____ as identification,
and who did ___/did not X take an oath.

(SEAL)



Suzette Yankovich, Notary Public
Serial No. 12379791
My commission expires 7/12/20

CITY OF PALM BAY, FLORIDA
PLANNING AND ZONING BOARD/
LOCAL PLANNING AGENCY
REGULAR MEETING NO. 2018-10

Held on Wednesday, October 3, 2018, in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Land Development Division, Palm Bay, Florida. The minutes are not a verbatim transcript but a brief summary of the discussions and actions taken at this meeting.

Mr. Wendall Stroderd called the meeting to order at approximately 7:00 p.m.

Mr. Rainer Warner led the Pledge of Allegiance to the Flag.

ROLL CALL:

CHAIRPERSON:	Wendall Stroderd	Present
VICE CHAIRPERSON:	Philip Weinberg	Present
MEMBER:	Leeta Jordan	Present
MEMBER:	Khalilah Maragh	Present
MEMBER:	William Pezzillo	Present
MEMBER:	Rainer Warner	Present
MEMBER:	Thomas "Woody" Woodrum	Present
MEMBER:	Donny Felix (School Board Appointee)	Present

CITY STAFF: Present were Ms. Elizabeth Beam, Assistant Community Planning and Economic Development Director; Mr. Christopher Balter, Planner II; Ms. Karen Black, Planner II; Ms. Chandra Powell, Recording Secretary; Mr. James Stokes, Board Attorney.

ADOPTION OF MINUTES:

1. Regular Planning and Zoning Board/Local Planning Agency Meeting No. 2018-09. Motion by Mr. Weinberg, seconded by Ms. Maragh to approve the minutes as presented. The motion carried with members voting unanimously.

ANNOUNCEMENTS:

1. Mr. Stroderd addressed the audience on the meeting procedures and explained that the Planning and Zoning Board/Local Planning Agency consists of volunteers who act as an advisory board to City Council.

OLD BUSINESS:

1. ♣Z-21-2018 – MRIGLOBAL (BRYAN RIDGLEY, REP.)

Mr. Balter presented the staff report for Case Z-21-2018. The applicant had requested a change in zoning from an IU, Institutional Use District to an LI, Light Industrial and Warehousing District. Staff recommended Case Z-21-2018 for approval pursuant to all applicable City Ordinances.

Mr. Bryan Ridgley with Development Partners of Florida (representative for the applicant) stated that his client was purchasing the subject site from MRIGlobal to locate a medical manufacturing facility. The buyer was currently located in the City of Melbourne and planned to expand his business to meet growth needs by constructing a building just under 2,200 square feet on the subject property.

Ms. Maragh questioned if the proposed business posed an environmental impact. Mr. Ridgley assured the board that the business had no environmental impact. The facility would be an outsource for providing dental laboratory services to dentists countrywide by creating and then shipping out upper and lower crowns designed from computer aided drawings.

The floor was opened and closed for public comments; there were no comments from the audience, and there was no correspondence in the file.

Motion by Ms. Maragh, seconded by Mr. Weinberg to submit Case Z-21-2018 to City Council for approval of a change in zoning from an IU, Institutional Use District to an LI, Light Industrial and Warehousing District. The motion carried with members voting unanimously.

2. CP-13-2018 – CYPRESS BAY FARMS, LLC (BENJAMIN E. JEFFERIES)

Ms. Black presented the staff report for Case CP-13-2018. The applicant had requested a small scale Comprehensive Plan Future Land Use Map amendment from Commercial Use to Single Family Residential Use. Staff recommended Case CP-13-2018 for approval, pursuant to Chapter 163, Florida Statutes.

ORDINANCE NO. 2018-53

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE ZONING ORDINANCE OF THE CITY OF PALM BAY BY CHANGING THE ZONING OF PROPERTY FROM IU (INSTITUTIONAL USE DISTRICT) TO LI (LIGHT INDUSTRIAL AND WAREHOUSING DISTRICT); WHICH PROPERTY IS LOCATED SOUTH OF AND ADJACENT TO TREELAND BOULEVARD, IN THE VICINITY EAST OF SAN FILIPPO DRIVE AND WEST OF COMMUNITY COLLEGE PARKWAY, AND LEGALLY DESCRIBED HEREIN; PROVIDING FOR A CHANGE OF THE ZONING MAP; PROVIDING FOR AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The Zoning Ordinance of the City of Palm Bay, Brevard County, Florida, is hereby amended to provide for the rezoning of property from IU (Institutional Use District) to LI (Light Industrial and Warehousing District), being legally described as follows:

Lot 6, Block 3042, Port Malabar Unit 56, according to the plat thereof as recorded in Plat Book 30, Page 65, of the Public Records of Brevard County, Florida; Section 9, Township 29S, Range 37E; containing 5.09 acres, more or less.

SECTION 2. The Zoning Map of the City of Palm Bay is hereby revised to reflect this amendment.

SECTION 3. The provisions within this ordinance shall take effect immediately upon the enactment date.

Read in title only at Meeting No. 2018- , held on , 2018, and read in title only and duly enacted at Meeting No. 2018- , held on , 2018.

William Capote, MAYOR


ATTEST:

Terese M. Jones, CITY CLERK



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Comprehensive Plan Amendment Request – Mr. David Moallem (Massimilian and Jody Ann Delli, Reps.)

Mr. David Moallem (Massimilian and Jody Ann Delli, Reps.) has submitted an application for a small scale Comprehensive Plan Future Land Use (FLU) Map Amendment to change 2.28 acres of vacant land from Utilities Use (UTIL) to Single-Family Residential Use (SFR) for use as a single home site.

REQUESTING DEPARTMENT:

Community Planning and Economic Development

STAFF RECOMMENDATION:

Case CP-17-2018 is recommended for approval.

Planning and Zoning Board Recommendation:

Unanimous approval of the request.

Attachments: 1) Case No. CP-17-2018
 2) Ordinance

EJB/cp/ab



LAND DEVELOPMENT DIVISION
120 MALABAR ROAD SE
PALM BAY, FL 32907
T: 321-733-3042 F: 321-953-8920

STAFF REPORT
PREPARED BY:
Karen M. Black
Planner II

CASE NUMBER
CP-17-2018

APPLICANT/PROPERTY OWNER
M. David Moallem

PLANNING & ZONING BOARD HEARING DATE
October 3, 2018

PROPERTY LOCATION/ADDRESS
Located on the southside of Ginza Road NW, west of Lamplighter Drive NW

SUMMARY OF REQUEST

The applicant is requesting a small scale Comprehensive Plan Future Land Use (FLU) Map Amendment to change 2.28 acres of vacant land from Utilities (UTIL) to Single-Family Residential (SFR) for use as a single home site.

EXISTING ZONING	EXISTING FUTURE LAND USE	SITE IMPROVEMENTS	SITE ACREAGE	SURROUNDING ZONING & LAND USE
RS-2 Single-Family Residential	UTIL Utilities	Undeveloped; Vacant Land	2.28	N: RS-2 Single-Family Residential; Vacant Residential Land E: RS-2 Single-Family Residential; Single Family Residential S: RS-2 Single-Family Residential; Canal, Single Family Residential W: RS-2 Single-Family Residential; Canal

PROPERTY HISTORY

The subject parcel is Tract "D" of Port Malabar, Unit Forty-Two as recorded among the Land Records of Brevard County in Plat Book 21, Page 112.

The subject tract is currently undeveloped. Tract "D" was originally owned by General Development Corporation and was sold under tax sale. The applicant intends to build a single-family residence and may subdivide in the future. The applicant is not a builder.

COMPATIBILITY with the COMPREHENSIVE PLAN

The current nature of the future land use designation to the north of the subject property is ROS, Residential Open Space and SFR, Single-Family Residential to the South and East. The proposed land use amendment would be considered compatible with the surrounding land uses.

COMPATIBILITY with the CODE OF ORDINANCES

A zoning amendment is not necessary as the current zoning for the subject parcel is RS-2, Single-Family Residential, which is compatible with the proposed use.

STAFF RECOMMENDATION:

TRANSMIT ☐

APPROVE ☒

APPROVE WITH CONDITIONS ☐

DENY ☐

ANALYSIS:

Per Chapter 183: Comprehensive Plan Regulations, Section 183.01(B), the purpose and intent of the Comprehensive Plan is to encourage the most appropriate use of land and resources to promote the health, safety, and welfare of the community.

1. FUTURE LAND USE ELEMENT

The Comprehensive Plan (Plan) FLU Element Goal FLU-2 is to *provide for and maintain viable neighborhoods and residential development to meet the existing and future needs of the residents of Palm Bay.*

The subject parcel is located within the existing residential neighborhood, Port Malabar, Unit Forty-Two. The intended use for the 2.28-acre tract is for one single-family residence, which is consistent with the surrounding land uses, as well as the current zoning, RS-2 Single-Family Residential.

2. COASTAL MANAGEMENT ELEMENT

The subject property is not located within the Coastal High Hazard Area.

3. CONSERVATION ELEMENT

The environmental character of the City is maintained through conservation, appropriate use, and protection of natural resources.

It appears that the subject property is not located within any of the Florida scrub jay polygons identified in the City's Habitat Conservation Plan (HCP). No other protected species are known to inhabit the subject property. Any protected species that would be found on the subject property would need to be mitigated for as required by State and Federal regulations and per Comprehensive Plan Policy CON-1.7B.

Recreation: The proposed FLU amendment would not exceed the existing park land or recreational level of service standards for the planning area.

4. HOUSING ELEMENT

The proposed FLU amendment does not adversely impact the supply and variety of safe, decent, attractive and affordable housing within the City.

5. INFRASTRUCTURE/CAPITAL IMPROVEMENTS ELEMENTS

The City evaluates present and future water, sewer, drainage, and solid waste and assesses the ability of infrastructure to support development.

Utilities: The FLU change will not cause level of service to fall below the standards adopted in the Comprehensive Plan for these services for the current planning period. Public water is available at the site. Currently, public sewerage facilities are not available to the site. The property owner will be responsible for all applicable requirements and permits of the Brevard County Health Department and the City of Palm Bay for the installation of a private septic system before a building permit is issued.

Drainage: If developed as a small subdivision, a drainage plan must be prepared in accordance with current regulations and approved by the City along with appropriate outside agencies including the St. Johns River Water Management District. Any proposed stormwater management system will be reviewed and approved by the City during the site plan review process.

Any development of the subject property would alter the present natural site conditions as the property is currently undeveloped and therefore, would have some impact. The property is located within Flood Zone X which is an area of minimal flood hazard outside the Special Flood Hazard Area (100-year flood) and the 500-year flood zone.

6. INTERGOVERNMENTAL COORDINATION ELEMENT

Public Schools: The proposed FLU amendment to SFR – Single-Family Residential for a small size (2.28 acres) parcel will add one housing unit. No adverse impacts to the public-school system area anticipated.

7. TRANSPORTATION ELEMENT

The objectives of the Comp Plan's Transportation Element are to provide a safe, balanced, efficient transportation system that maintains roadway level of service and adequately serves the needs of the community. The intended use of the subject tract is to build one single-family dwelling and is not expected to negatively impact the surrounding roadway network.

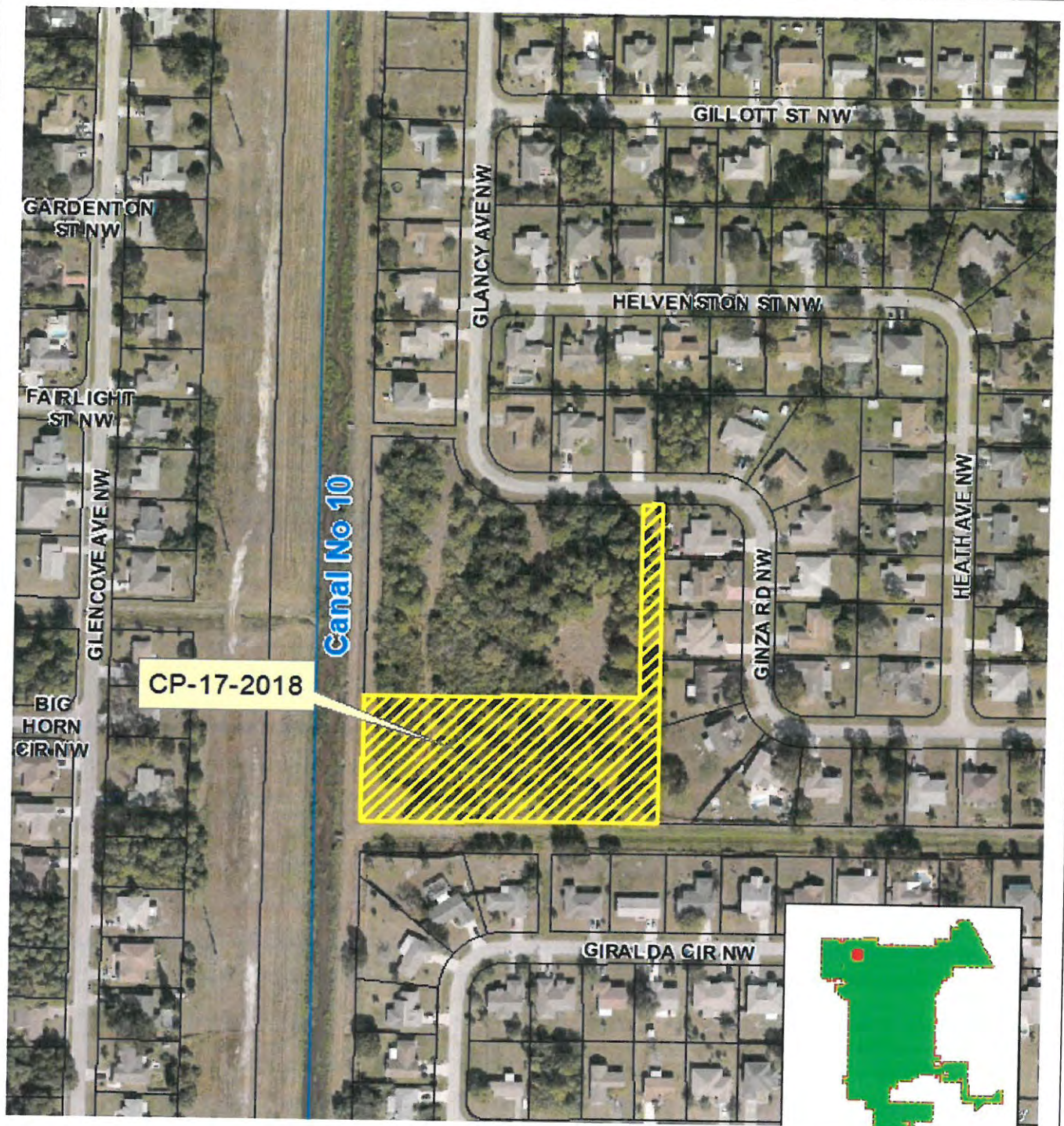
SUMMARY:

The requested small-scale amendment does propose a land use change to the FLU Map of the City's Plan.

The information contained in this report should provide the Board and Council information to determine the need and justification for the change, the effect of the change on the subject and surrounding properties, and the relationship of the proposed amendment to furthering the purposes of the Plan.

STAFF RECOMMENDATION:

Motion to approve Case CP-17-2018, pursuant to Chapter 163, Florida Statutes.



AERIAL LOCATION MAP

CASE NO. CP-17-2018

Subject Property

South of and adjacent to Ginza Rd NW, east of and adjacent to Melbourne Tillman Canal No. 10, Palm Bay, FL



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



ZONING MAP CASE NO. CP-17-2018

Subject Property

South of and adjacent to Ginza Rd NW, east of and adjacent to Melbourne Tillman Canal No.10, Palm Bay, FL

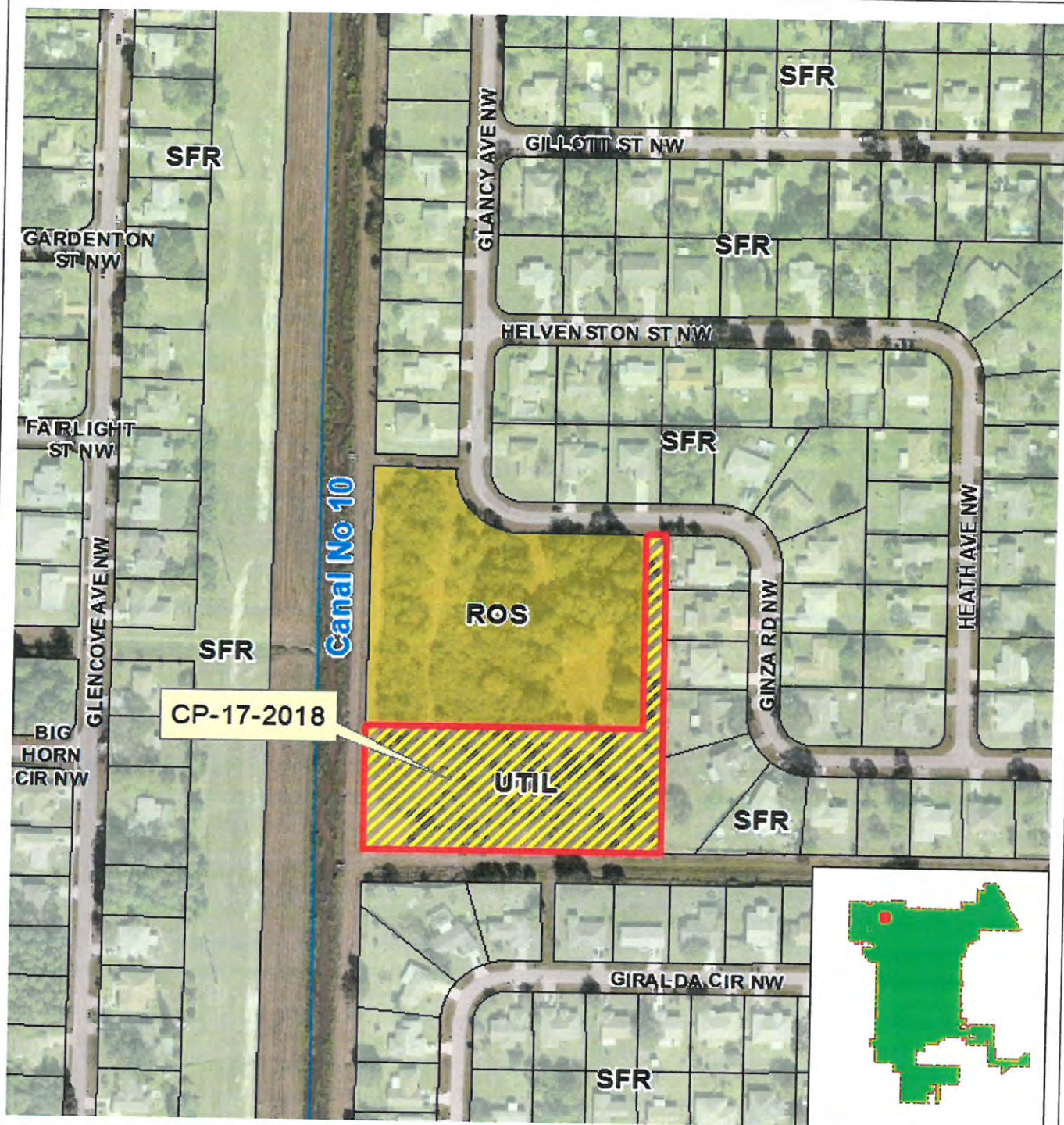
Current Zoning Classification

RS-2



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



FUTURE LAND USE MAP

CASE NO. CP-17-2018

Subject Property

South of and adjacent to Ginza Rd NW, east of and adjacent to Melbourne Tillman Canal No.10, Palm Bay, FL

Future Land Use Classification

UTIL – Utilities



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



Land Development Division
120 Malabar Road SE
Palm Bay, FL 32907
321-733-3042
Landdevelopment@palmabayflorida.org

COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION

This application must be completed, legible, and returned, with all enclosures referred to herein, to the Land Development Division, Palm Bay, Florida, between 8:30 a.m. and 5:00 p.m., Monday through Friday, to be processed for consideration by the Planning and Zoning Board. The application will then be referred by the Planning and Zoning Board for study and recommendation to the City Council. You or your representative are required to attend the meeting(s) and will be notified by mail of the date and time of the meeting(s). The Planning and Zoning Board holds their regular meeting the first Wednesday of every month at 7:00 p.m. in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida, unless otherwise stated.

- 1) NAME OF APPLICANT (Type or print) M. David Moallem
ADDRESS 1663 Georgia St. N.E Suite 200
CITY Palm Bay STATE FL ZIP 32907
PHONE # 321-724-2424 ³²¹⁻⁶²⁶⁻³⁵⁹⁰ FAX # 321-951-8861
E-MAIL ADDRESS palmbayland@gmail.com, and FAMILYROCKSLLC@GMAIL.COM
- 2) COMPLETE LEGAL DESCRIPTION OF PROPERTY COVERED BY APPLICATION
Port Malabar Unit 42 Tract D
- SECTION 27 TOWNSHIP 28 RANGE 36
- 3) SIZE OF AREA COVERED BY THIS APPLICATION (calculate acreage): 2.28 acres
- 4) LAND USE CLASSIFICATION AT PRESENT OR PLAN SECTION AFFECTED (ex.: Commercial, Single Family, Policy CIE-1.1B, etc.): _____
- 5) LAND USE CLASSIFICATION DESIRED OR PROPOSED TEXT CHANGE:
Residential
- 6) PRESENT USE OF THE PROPERTY: Vacant land
- 7) ARE ANY STRUCTURES NOW LOCATED ON THE PROPERTY: No
- 8) HAS A REZONING APPLICATION BEEN FILED IN CONJUNCTION WITH THIS APPLICATION:
No Property is Zoned Residential

(Impacts to transportation facilities, water and sewer facilities, drainage, recreation facilities, and solid waste must be examined and justified before acceptance by the Florida Department of Economic Opportunity and the City of Palm Bay.)

CITY OF PALM BAY, FLORIDA
COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION
PAGE 2 OF 3

- 9) JUSTIFICATION FOR CHANGE (attach additional sheets containing supporting documents and evidence if necessary):

So Land Use Match the zoning

- 10) SPECIFIC USE INTENDED FOR PROPERTY:

1 MD Single Family Home site

- 11) THE FOLLOWING PROCEDURES AND ENCLOSURES ARE REQUIRED TO COMPLETE THIS APPLICATION FOR AN AMENDMENT TO THE COMPREHENSIVE PLAN OR FUTURE LAND USE MAP:

☒ *Application Fee. Make check payable to "City of Palm Bay."

☐ Large Scale Map Amendment (10 acres or more) \$1,600.00

☐ Text Amendment (Comp. Plan) \$1,600.00

☒ Small Scale Map Amendment (Less than 10 acres) \$1,000.00

☐ Property map showing adjacent properties and clearly outlining the subject parcel (for land use amendment(s)).

☒ A listing of legal descriptions (for land use amendments) of all properties within a 500 foot radius of the boundaries of the property covered by this application, together with the names and mailing addresses (including zip codes) of all respective property owners within the above referenced area. (This can be obtained for a fee from the Brevard County Planning and Zoning Department at 321-633-2060.)

☐ School Board of Brevard County School Impact Analysis Application (if applicable).

☐ Sign(s) posted on the subject property. Refer to Section 51.07(C) of the Legislative Code for guidelines.

☐ WHERE PROPERTY IS NOT OWNED BY THE APPLICANT, A LETTER MUST BE ATTACHED GIVING THE NOTARIZED CONSENT OF THE OWNER FOR THE APPLICANT TO REQUEST THE COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT.

**CITY OF PALM BAY, FLORIDA
COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION
PAGE 3 OF 3**

I, THE UNDERSIGNED UNDERSTAND THAT THIS APPLICATION MUST BE COMPLETE AND ACCURATE BEFORE CONSIDERATION BY THE LOCAL PLANNING AGENCY, AND CERTIFY THAT ALL THE ANSWERS TO THE QUESTIONS IN SAID APPLICATION, AND ALL DATA AND MATTER ATTACHED TO AND MADE A PART OF SAID APPLICATION ARE HONEST AND TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant

M. D. Moallen

Date 8-21-18

Printed Name of Applicant

M. David Moallen

*NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY

Aug 24, 2018

Re: Letter of Authorization

As the property owner of the site legally described as Port Malabar Unit
42 Tract D 2.28 acre

I hereby authorize Massimiliano Delli / Jody Ann Delli (H&W)
to represent my Change of Land Use classification application for said property.
to Residential to Match the Zoning

M. David Moallem

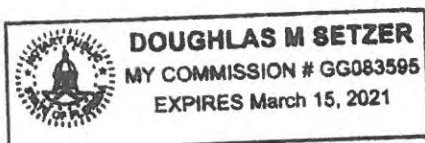
(Signature)

M. David Moallem, Owner

STATE OF Florida
COUNTY OF Brevard

The foregoing instrument was acknowledged before me this August 24th, 2018
by M. David Moallem, who is personally known by me or
who has produced _____ as identification,
and who did not take an oath.

(SEAL)



Douglas M. Setzer
Notary Public

Serial No. GG 083595

My commission expires March 15, 2021

CITY OF PALM BAY, FLORIDA
PLANNING AND ZONING BOARD/
LOCAL PLANNING AGENCY
REGULAR MEETING NO. 2018-10

Held on Wednesday, October 3, 2018, in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Land Development Division, Palm Bay, Florida. The minutes are not a verbatim transcript but a brief summary of the discussions and actions taken at this meeting.

Mr. Wendall Stroderd called the meeting to order at approximately 7:00 p.m.

Mr. Rainer Warner led the Pledge of Allegiance to the Flag.

ROLL CALL:

CHAIRPERSON:	Wendall Stroderd	Present
VICE CHAIRPERSON:	Philip Weinberg	Present
MEMBER:	Leeta Jordan	Present
MEMBER:	Khalilah Maragh	Present
MEMBER:	William Pezzillo	Present
MEMBER:	Rainer Warner	Present
MEMBER:	Thomas "Woody" Woodrum	Present
MEMBER:	Donny Felix (School Board Appointee)	Present

CITY STAFF: Present were Ms. Elizabeth Beam, Assistant Community Planning and Economic Development Director; Mr. Christopher Balter, Planner II; Ms. Karen Black, Planner II; Ms. Chandra Powell, Recording Secretary; Mr. James Stokes, Board Attorney.

ADOPTION OF MINUTES:

1. Regular Planning and Zoning Board/Local Planning Agency Meeting No. 2018-09. Motion by Mr. Weinberg, seconded by Ms. Maragh to approve the minutes as presented. The motion carried with members voting unanimously.

ANNOUNCEMENTS:

1. Mr. Stroderd addressed the audience on the meeting procedures and explained that the Planning and Zoning Board/Local Planning Agency consists of volunteers who act as an advisory board to City Council.

Motion by Mr. Weinberg, seconded by Ms. Jordan to submit Case V-23-2018 to City Council for denial of a variance to allow a replacement pole sign to exceed the 64-square foot maximum area requirement by 33.3 square feet for a total sign area of 97.3 square feet, as established by Section 178.14, Appendix A, Palm Bay Code of Ordinances. The motion carried with members voting as follows:

Mr. Stroderd	Aye
Mr. Weinberg	Aye
Ms. Jordan	Aye
Ms. Maragh	Aye
Mr. Pezzillo	Aye
Mr. Warner	Aye
Mr. Woodrum	Aye

2. CP-17-2018 - M. DAVID MOALLEM (MASSIMILIANN AND
JODY ANN DELLI, REPS.)

Ms. Black presented the staff report for Case CP-17-2018. The applicant had requested a small scale Comprehensive Plan Future Land Use Map amendment from Utility Use to Single Family Residential Use. Staff recommended Case CP-17-2018 for approval, pursuant to Chapter 163, Florida Statutes.

Mr. Stroderd commented that the subject site appeared to be a flag lot. He asked if the property north of the site was City-owned surplus property, and he wanted to know the width of the pole section of the property.

Mr. Massimilian Delli (co-representative for the applicant) stated that the pole section of the flag lot was 30-feet wide. Ms. Jody Delli (co-representative for the applicant) indicated the intent to build a large family home with swimming pool on the property. Mr. Delli noted that the property north of the subject site was City owned.

Ms. Maragh asked about future plans to subdivide the site. Ms. Delli stated that the family wanted to build an in-law suite on the property. Mr. Stroderd asked if the in-law suite would be considered a second residence for the property. Ms. Beam clarified that the in-law suite would have to be attached to the main dwelling with access between the two units. A detached dwelling would need to locate on a subdivided tract.

There was no correspondence in the file; the floor was opened for public comments.

Mr. Joseph Janson (resident at Ginza Road NW) spoke against the request. He was concerned with how the driveway for the future residence would affect his lot located adjacent to the flag staff of the subject site.

The floor was closed for public comments.

Motion by Ms. Jordan, seconded by Mr. Weinberg to submit Case CP-17-2018 to City Council for approval of a small scale Comprehensive Plan Future Land Use Map amendment from Utility Use to Single Family Residential Use, pursuant to Chapter 163, Florida Statutes.

Mr. Stroder recalled the code change that required each flag lot to have its own access stem, which meant that the subject property could not be subdivided.

A vote was called on the motion by Ms. Jordan, seconded by Mr. Weinberg to submit Case CP-17-2018 to City Council for approval of a small scale Comprehensive Plan Future Land Use Map amendment from Utility Use to Single Family Residential Use, pursuant to Chapter 163, Florida Statutes. The motion carried with members voting unanimously.

3. CP-18-2018 - EDDIE TORRES AND KRISTIN KLEVEN

Mr. Balter presented the staff report for Case CP-18-2018. The applicant had requested a small scale Comprehensive Plan Future Land Use Map amendment from Recreation and Open Space Use and Utility Use to Single Family Residential Use. Staff recommended Case CP-18-2018 for approval, pursuant to Chapter 163, Florida Statutes.

Ms. Kristin Kleven (applicant) stated that she wanted to build a single-family home on the subject property.

Ms. Maragh asked if there were plans to subdivide the site in the future. Ms. Kleven indicated that the back acre of land would be used for a portion of the home site and the remainder of the property would be kept in its natural state.

The floor was opened and closed for public comments; there were no comments from the audience, and there was no correspondence in the file.

ORDINANCE NO. 2018-55

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE CODE OF ORDINANCES, TITLE XVII, LAND DEVELOPMENT CODE, CHAPTER 183, COMPREHENSIVE PLAN REGULATIONS, SECTION 183.01, COMPREHENSIVE PLAN, SUBSECTION (D), ADOPTION OF FUTURE LAND USE MAP, BY AMENDING FUTURE LAND USE MAP SERIES NO. 2; PROVIDING FOR THE REPEAL OF ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Bay has designated the Planning and Zoning Board as its Local Planning Agency and said Local Planning Agency held an adoption hearing on an amendment to the Comprehensive Plan on October 3, 2018, after public notice, and

WHEREAS, the City Council of the City of Palm Bay, pursuant to Chapter 163, Florida Statutes, held an adoption hearing on an amendment to the Comprehensive Plan on November 1, 2018, after public notice, and

WHEREAS, the City Council of the City of Palm Bay desires to adopt said small scale amendment to the Comprehensive Plan of the City of Palm Bay.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The Comprehensive Plan of the City of Palm Bay, Brevard County, Florida, is hereby amended to provide for the change in land use of property from Utilities Use to Single Family Residential Use, which property is legally described as follows:

Tract "D", Port Malabar Unit 42, according to the plat thereof as recorded in Plat Book 21, Page 112, of the Public Records of Brevard County, Florida; Section 27, Township 28S, Range 37E; containing 2.28 acres, more or less.

SECTION 2. The Future Land Use Map Series Map No. 2 is hereby changed to reflect this amendment.

SECTION 3. All staff report conditions and limitations shall be met and those conditions and limitations shall be made a part of the Comprehensive Plan.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed and all ordinances or parts of ordinances not in conflict herewith are hereby continued in full force and effect.

SECTION 5. The provisions within this ordinance shall take effect thirty-one (31) days from the enactment date.

Read in title only and duly enacted at Meeting No. 2018- , held on , 2018.

William Capote, MAYOR

ATTEST:

Terese M. Jones, CITY CLERK

*Only one reading required pursuant to Chapter 163, Florida Statutes.

Reviewed by CAO: _____


Applicant: M. David Moallem
Case No.: CP-17-2018

cc: (date) Applicant
Case File
Brevard County Property Appraiser's Office (via michelle.lastinger@bcpao.us)



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Comprehensive Plan Amendment Request – Eddie Torres and Kristin Kleven

Mr. Eddie Torres and Ms. Kristin Kleven have submitted an application for a small scale Comprehensive Plan Future Land Use Map Amendment for a vacant lot at Port Malabar Unit 25, Tracts E & F, to change from Recreation and Open Space Use (ROS) and Utilities Use (UTIL) designations to Single Family Residential Use (SFR).

REQUESTING DEPARTMENT:

Community Planning and Economic Development

STAFF RECOMMENDATION:

Case CP-18-2018 is recommended for approval, pursuant to Chapter 163, Florida Statutes.

Planning and Zoning Board Recommendation:

Unanimous approval of the request.

Attachments: 1) Case No. CP-18-2018
2) Ordinance

EJB/cp/ab



LAND DEVELOPMENT DIVISION
120 MALABAR ROAD SE
PALM BAY, FL 32907
T: 321-733-3042 F: 321-953-8920

STAFF REPORT
PREPARED BY:
Christopher Balter
Planner II

CASE NUMBER
CP-18-2018

APPLICANT/PROPERTY OWNER
Mr. Eddie Torres and Ms. Kristin Kleven

PLANNING & ZONING BOARD HEARING DATE
October 3, 2018

PROPERTY LOCATION/ADDRESS
Port Malabar Unit 25, Tract E & Trace F

SUMMARY OF REQUEST

The applicant is seeking a small scale Comprehensive Plan Future Land Use Map Amendment to change from the ROS- Recreation and Open Space and UTIL- Utilities designation to SFR – Single Family Residential.

EXISTING ZONING	EXISTING FUTURE LAND USE	SITE IMPROVEMENTS	SITE ACREAGE	SURROUNDING ZONING & LAND USE
RS-2 - Single Family Residential	ROS - Recreation Open Space & UTIL- Utilities	Undeveloped	2.47 +/-	N: RS-2, Single Family Residential; Vacant land E: RS-2, Single Family Residential; Vacant land S: RS-2, Single Family Residential; Single family homes W: RS-2, Single Family Residential; Vacant land

PROPERTY HISTORY

The subject tracts are currently undeveloped. Tracts E and F were originally owned by General Development Corporation and went to tax deed sale in December 2000. The applicant intends to build a single-family residence and may subdivide in the future. The applicant is not a builder.

COMPATIBILITY with the COMPREHENSIVE PLAN

The current nature of surrounding land use designations is single family residential. The proposed land use amendment would be considered compatible with the surrounding land uses. The request would require successful adoption of a Comprehensive Plan Future Land Use Map amendment for the property from the current ROS - Recreation Open Space and UTIL-to Utilities to SFR – Single Family Residential to allow residential use as the principle use.

COMPATIBILITY with the CODE OF ORDINANCES

A zoning amendment is not necessary as the current zoning from the subject parcel is RS-2, Single Family Residential which is compatible with the proposed use. Any future subdivision of the property would require approval subject to the requirements of the City's applicable Land Development Code at the time of submittal.

STAFF RECOMMENDATION:

TRANSMIT ☐

APPROVE ☒

APPROVE WITH CONDITIONS ☐

DENY ☐

ANALYSIS:

Per Section 183.01(B), the purpose and intent of the Comprehensive Plan is to encourage the most appropriate use of land and resources to promote the health, safety, and welfare.

1. FUTURE LAND USE ELEMENT

The proposed Future Land Use (FLU) change would be considered compatible with the surrounding land uses and would not adversely impact the efficient distribution of compatible land uses.

2. COASTAL MANAGEMENT ELEMENT

The subject property is not located within the Coastal High Hazard Area.

3. CONSERVATION ELEMENT

The environmental character of the City is maintained through conservation, appropriate use, and protection of natural resources.

Protected Species: The subject property is not located with any of the Florida scrub jay polygons identified in the City's Habitat Conservation Plan (HCP). No other protected species are known to inhabit the subject property. Any protected species that would be found on the subject property would need to be mitigated for as required by State and Federal regulations and per Comprehensive Plan Policy CON-1.7B.

Recreation: The proposed FLU amendment would not exceed the existing park land or recreational level of service standards for the planning area.

4. HOUSING ELEMENT

The proposed FLU amendment does not adversely impact the supply and variety of safe, decent, attractive and affordable housing within the City.

5. INFRASTRUCTURE / CAPITAL IMPROVEMENT ELEMENTS

The City evaluates present and future water, sewer, drainage, and solid waste and assesses the ability of infrastructure to support development.

Utilities: The FLU change will not cause level of service to fall below the standards adopted in the Comprehensive Plan for these services for the current planning period. Currently water and sewer are unavailable at the subject property. Residential lots not served by public sewer shall be of sufficient size to accommodate a septic tank and leaching field. State and local health regulations and standards, as

well as soil conditions, shall control the lot size in these circumstances. A private well for potable water supply would be required. Solid waste collection is provided by Waste Management Inc.

Drainage: If developed as a minor subdivision, a drainage plan, if required, must be prepared in accordance with current regulations and approved by the City along with appropriate outside agencies including the St. Johns River Water Management District. The proposed stormwater management system will be reviewed and approved by the City during the site plan review process if the site is developed as a small subdivision

Any development of the subject property would alter the present natural site conditions as the property is currently undeveloped and therefore, would have some impact. The property is located within Flood Zone X, Area of Minimal Flood Hazard, which is outside the Special Flood Hazard Area (100-year flood) and the 500-year flood zone.

Any future development may require establishment of a drainage and utility easements within the parcel.

6. INTERGOVERNMENTAL COORDINATION ELEMENT

Public Schools: The proposed FLU amendment to SFR – Single Family Residential for a small size (2.47 acre) parcel is anticipated to have no adverse impact to the public-school system. Any future subdivision would require school concurrency.

7. TRANSPORTATION ELEMENT

The proposed FLU amendment to SFR to allow residential use as the principle use will not negatively impact the surrounding roadway network.

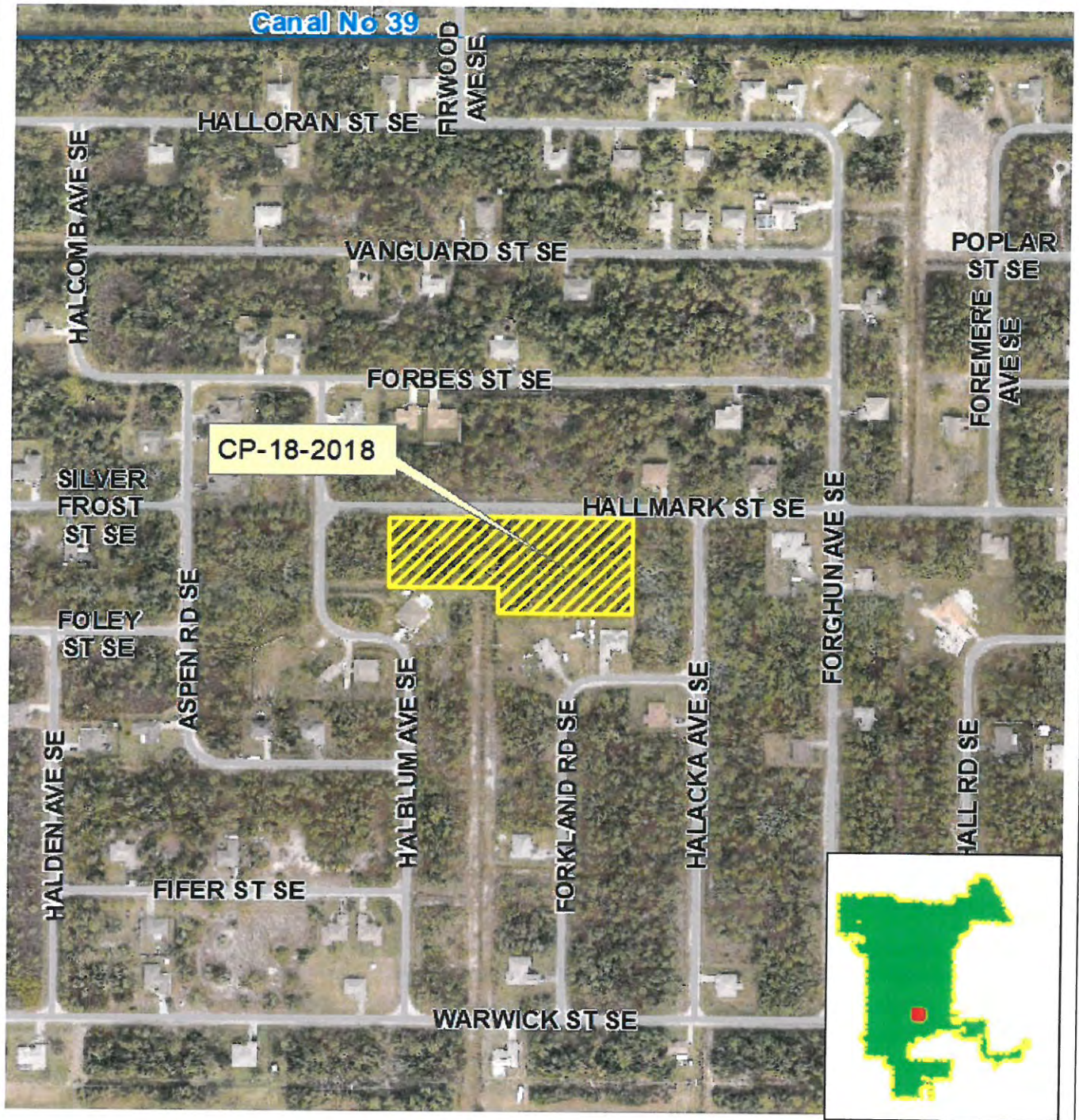
SUBDIVISION:

Any future subdivision of the property would require approval subject to the requirements of the City's applicable Land Development Code at the time of submittal.

STAFF RECOMMENDATION:

The proposed Comprehensive Plan amendment does not adversely affect the goals, policies, and objectives of the City's Plan. The Plan is composed of the elements discussed above and the FLU element is one element that should remain internally consistent with the remaining elements of the comprehensive plan. The FLU map alone does not determine the use of a parcel of land, rather, all elements of the comprehensive plan must be applied to determine use.

Motion to approve Case CP-18-2018, pursuant to Chapter 163, Florida Statutes.



AERIAL LOCATION MAP CASE NO. CP-18-2018

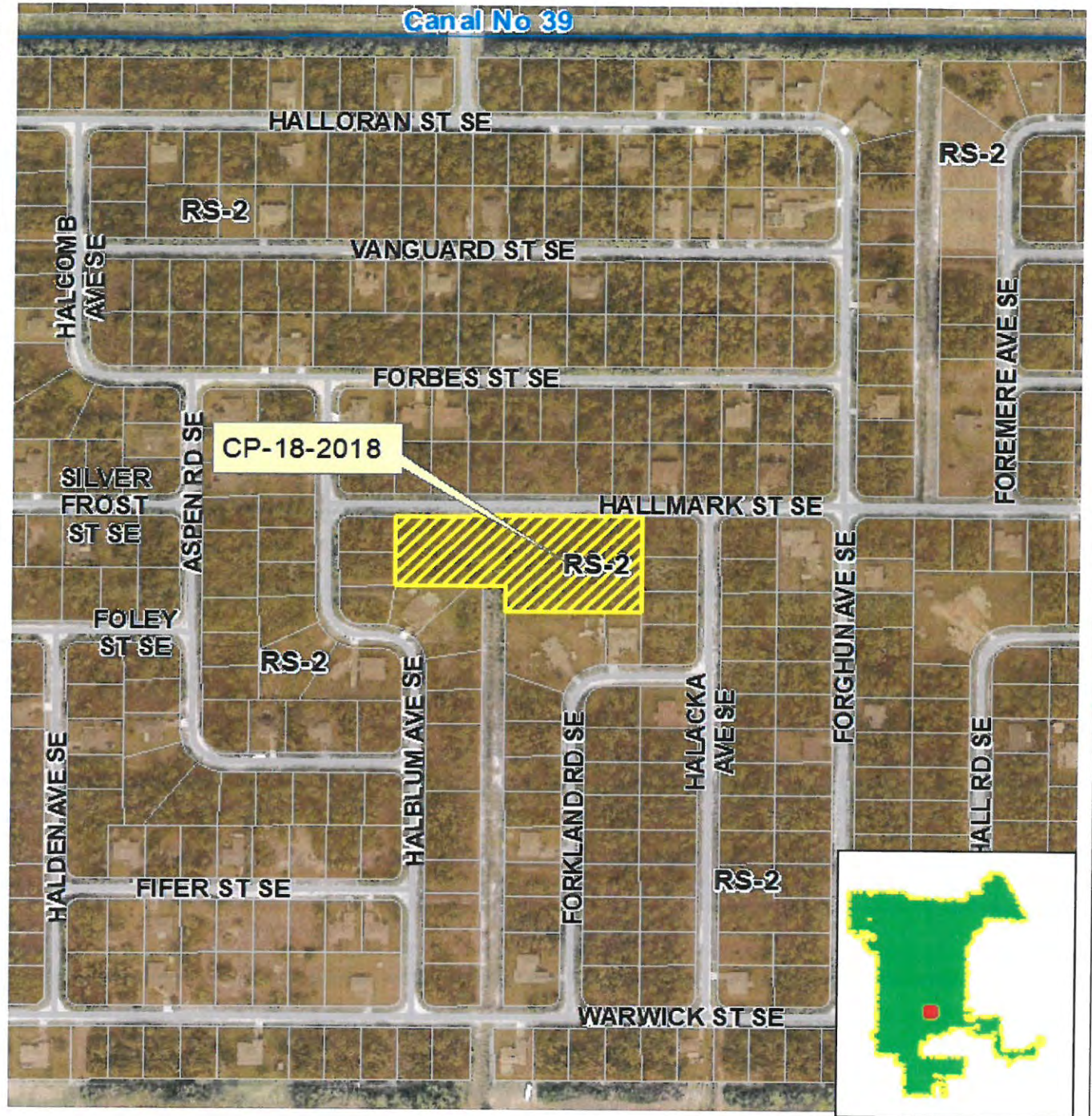
Subject Property

South of and adjacent to Hallmark St. SE, in the vicinity east of Halblum Ave. SE, Palm Bay, FL



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



ZONING MAP CASE NO. CP-18-2018

Subject Property

South of and adjacent to Hallmark St. SE, in the vicinity east of Halblum Ave. SE, Palm Bay, Fl

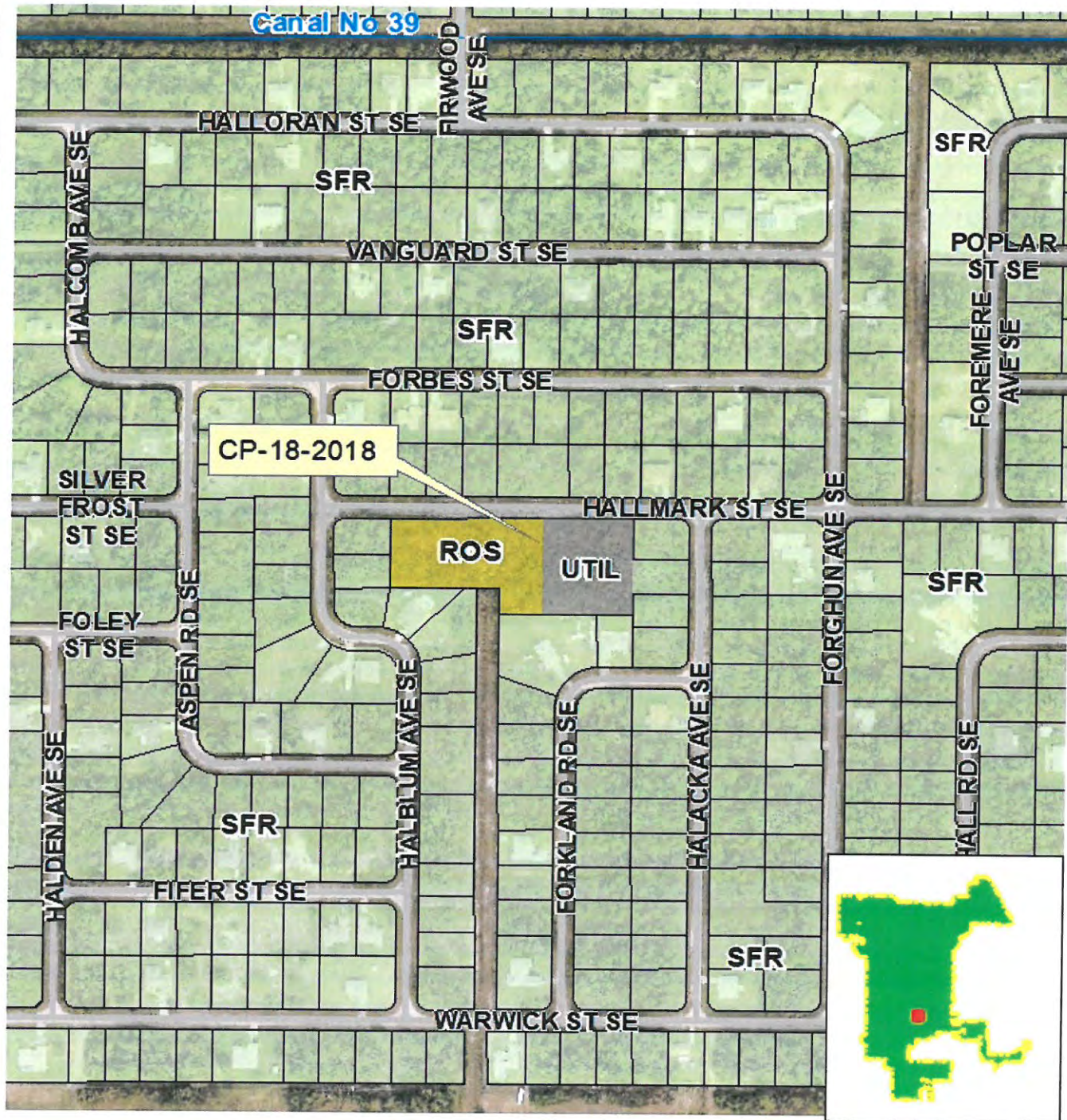
Current Zoning Classification

RS-2



Not to Scale

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FUTURE LAND USE MAP

CASE NO. CP-18-2018

Subject Property

South of and adjacent to Hallmark St. SE, in the vicinity east of Halblum Ave. SE, Palm Bay, FL

Future Land Use Classification

ROS & UTIL – Recreation Open Space and Utilities

Map for illustrative purposes only. Not to be construed as binding or as a survey



Not to Scale

2018

018 ✓

017 ☐016 ☐015 ☐

14

29-37-31

#GV - PORT MALABAR UNIT 25

-1273-

-1275-

-1276-

ASPEN RD SE

-1270-

-1277-

Account: 2947050 Parcel ID: 29-37-31-GV-1275-1
Sale: 9/27/2007 \$9,700 - Vacant
BCPAO Market Value: \$5,600
Owners: Moallem, M David; Moallem, Joan P Co-trustees
Address: Not Assigned



Land Development Division
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Palm Bay, FL 32907
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COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION

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- 1) NAME OF APPLICANT (Type or print) Eddie Torres and Kristin Kleven
ADDRESS 3220 Lowry Blvd SE
CITY Palm Bay STATE FL ZIP 32909
PHONE # 321-327-7300 FAX # -
E-MAIL ADDRESS kristin@griffincg.com
 - 2) COMPLETE LEGAL DESCRIPTION OF PROPERTY COVERED BY APPLICATION
Port Malabar Unit 25 Tracts E+F
C CB
SECTION _____ TOWNSHIP _____ RANGE _____
 - 3) SIZE OF AREA COVERED BY THIS APPLICATION (calculate acreage): 2.47 +/- CB
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Recreation and Utility CB
 - 5) LAND USE CLASSIFICATION DESIRED OR PROPOSED TEXT CHANGE:
Single Family Residential
 - 6) PRESENT USE OF THE PROPERTY: vacant land
 - 7) ARE ANY STRUCTURES NOW LOCATED ON THE PROPERTY: NO
 - 8) HAS A REZONING APPLICATION BEEN FILED IN CONJUNCTION WITH THIS APPLICATION:
NO
- (Impacts to transportation facilities, water and sewer facilities, drainage, recreation facilities, and solid waste must be examined and justified before acceptance by the Florida Department of Economic Opportunity and the City of Palm Bay.)

CITY OF PALM BAY, FLORIDA
COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION
PAGE 2 OF 3

- 9) JUSTIFICATION FOR CHANGE (attach additional sheets containing supporting documents and evidence if necessary):

Land use intended for single family home only. May subdivide in the future.

- 10) SPECIFIC USE INTENDED FOR PROPERTY:

Land use intended for single family home only. May subdivide in the future.

- 11) THE FOLLOWING PROCEDURES AND ENCLOSURES ARE REQUIRED TO COMPLETE THIS APPLICATION FOR AN AMENDMENT TO THE COMPREHENSIVE PLAN OR FUTURE LAND USE MAP:

✓ *Application Fee. Make check payable to "City of Palm Bay."

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____ Property map showing adjacent properties and clearly outlining the subject parcel (for land use amendment(s)).

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**CITY OF PALM BAY, FLORIDA
COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION
PAGE 3 OF 3**

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UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING COMPREHENSIVE PLAN OR FUTURE LAND USE MAP AMENDMENT APPLICATION AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant



Date 7-25-18

Printed Name of Applicant

Eddie Tures and Kristin Kleven

*NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY

CITY OF PALM BAY, FLORIDA
PLANNING AND ZONING BOARD/
LOCAL PLANNING AGENCY
REGULAR MEETING NO. 2018-10

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Mr. Rainer Warner led the Pledge of Allegiance to the Flag.

ROLL CALL:

CHAIRPERSON:	Wendall Stroderd	Present
VICE CHAIRPERSON:	Philip Weinberg	Present
MEMBER:	Leeta Jordan	Present
MEMBER:	Khalilah Maragh	Present
MEMBER:	William Pezzillo	Present
MEMBER:	Rainer Warner	Present
MEMBER:	Thomas "Woody" Woodrum	Present
MEMBER:	Donny Felix (School Board Appointee)	Present

CITY STAFF: Present were Ms. Elizabeth Beam, Assistant Community Planning and Economic Development Director; Mr. Christopher Balter, Planner II; Ms. Karen Black, Planner II; Ms. Chandra Powell, Recording Secretary; Mr. James Stokes, Board Attorney.

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3. CP-18-2018 - EDDIE TORRES AND KRISTIN KLEVEN

Mr. Balter presented the staff report for Case CP-18-2018. The applicant had requested a small scale Comprehensive Plan Future Land Use Map amendment from Recreation and Open Space Use and Utility Use to Single Family Residential Use. Staff recommended Case CP-18-2018 for approval, pursuant to Chapter 163, Florida Statutes.

Ms. Kristin Kleven (applicant) stated that she wanted to build a single-family home on the subject property.

Ms. Maragh asked if there were plans to subdivide the site in the future. Ms. Kleven indicated that the back acre of land would be used for a portion of the home site and the remainder of the property would be kept in its natural state.

The floor was opened and closed for public comments; there were no comments from the audience, and there was no correspondence in the file.

Motion by Ms. Jordan, seconded by Mr. Pezzillo to submit Case CP-18-2018 to City Council for approval of a small scale Comprehensive Plan Future Land Use Map amendment from Recreation and Open Space Use and Utility Use to Single Family Residential Use, pursuant to Chapter 163, Florida Statutes. The motion carried with members voting unanimously.

4. ♣PUD-24-2018 – GULFPORT KEY, INC. (WILLIAM H. BENSON AND
BRUCE MOIA, REPS.)

Mr. Balter presented the staff report for Case PUD-24-2018. The applicant had requested a Planned Unit Development (PUD) Preliminary Development Plan and rezoning to allow a proposed 77-lot, single-family residential development called Gulfport Key. Staff recommended Case PUD-24-2018 for approval, subject to the staff comments contained in the staff report.

Mr. Bruce Moia with MBV Engineering, Inc. (representative for the applicant) indicated how the PUD proposal was the best option for the subject site. He described how the controlled development would have a homeowner's association and deed restrictions, and the homes would not front roads. Amenities would include additional open space, landscaping, sidewalks, nature trails, dog walks, and pavilions by the lakes. The amenities were possible because of the smaller sized lots. He clarified that the minimum width of the lots would be 120-feet wide and the minimum lot area would be 6,000 square feet as indicated on the submitted site plan. The 50-foot by 120-foot sized lots were typical for current market standards, and a reduced density of 3.7 units per acre was proposed instead of the maximum 5 units per acre. Water and sewer would be brought in, drainage would be controlled, and roadways would be aligned to form T-intersections.

Ms. Maragh asked about the 1,200 square-foot minimum floor living area. Mr. Moia commented that the minimum 1,200 square-foot density would allow the construction of single and two-story homes.

There was one correspondence in the file in opposition to the request from Ms. Sue Collins who was also in attendance.

The floor was opened for public comments.

ORDINANCE NO. 2018-56

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE CODE OF ORDINANCES, TITLE XVII, LAND DEVELOPMENT CODE, CHAPTER 183, COMPREHENSIVE PLAN REGULATIONS, SECTION 183.01, COMPREHENSIVE PLAN, SUBSECTION (D), ADOPTION OF FUTURE LAND USE MAP, BY AMENDING FUTURE LAND USE MAP SERIES NO. 2; PROVIDING FOR THE REPEAL OF ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Bay has designated the Planning and Zoning Board as its Local Planning Agency and said Local Planning Agency held an adoption hearing on an amendment to the Comprehensive Plan on October 3, 2018, after public notice, and

WHEREAS, the City Council of the City of Palm Bay, pursuant to Chapter 163, Florida Statutes, held an adoption hearing on an amendment to the Comprehensive Plan on November 1, 2018, after public notice, and

WHEREAS, the City Council of the City of Palm Bay desires to adopt said small scale amendment to the Comprehensive Plan of the City of Palm Bay.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The Comprehensive Plan of the City of Palm Bay, Brevard County, Florida, is hereby amended to provide for the change in land use of property from Recreation and Open Space Use and Utilities Use to Single Family Residential Use, which property is legally described as follows:

Tracts "E" and "F", Port Malabar Unit 25, according to the plat thereof as recorded in Plat Book 16, Page 82, of the Public Records of Brevard County, Florida; Section 31, Township 29S, Range 37E; containing 2.47 acres, more or less.

SECTION 2. The Future Land Use Map Series Map No. 2 is hereby changed to reflect this amendment.

SECTION 3. All staff report conditions and limitations shall be met and those conditions and limitations shall be made a part of the Comprehensive Plan.

SECTION 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed and all ordinances or parts of ordinances not in conflict herewith are hereby continued in full force and effect.

SECTION 5. The provisions within this ordinance shall take effect thirty-one (31) days from the enactment date.

Read in title only and duly enacted at Meeting No. 2018- , held on , 2018.

William Capote, MAYOR

ATTEST:

Terese M. Jones, CITY CLERK

*Only one reading required pursuant to Chapter 163, Florida Statutes.

Reviewed by CAO: _____


Applicant: Eddie Torres and Kristin Kleven
Case No.: CP-18-2018

cc: (date) Applicant
Case File
Brevard County Property Appraiser's Office (via michelle.lastinger@bcpao.us)



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Request to Vacate Easement – Fausto Rodriguez

Fausto Rodriguez has submitted an application to vacate a portion of Tract F, Port Malabar Unit Ten, recorded in Plat Book 15, Pages 10 through 19, Public Records of Brevard County Florida, lying in Section 6, Township 29 South, Range 37 East, more particularly described as follows: The East 9 feet of the West 10 feet of the North portion of Parcel F.5, along with the North 6 feet of the North portion of Parcel F.5 as described in Official Records Book 7944, Pages 2321 through 2322, of Brevard County, Florida (Containing 0.05 Acres more or less), to allow for a retaining wall due to the higher elevation of the property.

REQUESTING DEPARTMENT:

Public Works

STAFF RECOMMENDATION:

Approval of the request, per the recommendation section of the Staff Report.

Attachments: 1) Case No. VE-6-2018
 2) Ordinance

JM/JA/ab



DATE: October 19, 2018
CASE #: VE-6-2018

PUBLIC WORKS DEPARTMENT STAFF REPORT

REQUEST TO VACATE EASEMENT

PROPOSAL: Vacation of easement is requested to vacate a portion of Tract F, Port Malabar Unit Ten, recorded in Plat Book 15, Pages 10 through 19, Public Records of Brevard County Florida, lying in Section 6, Township 29 South, Range 37 East, more particularly described as follows: The East 9 feet of the West 10 feet of the North portion of Parcel F.5, along with the North 6 feet of the North portion of Parcel F.5 as described in Official Records Book 7944, Pages 2321 through 2322, of Brevard County, Florida (Containing 0.05 Acres more or less), to allow for a retaining wall.

LOCATION: 482 Dominican Avenue SE
(Port Malabar Unit 10, that Part of Tract F lying N of ORB 3457 Pg. 4417 & E of Lot 10 of PB 1 Pg. 165 & S of ORB 3665 Pg. 3585)

APPLICANT: Fausto Rodriguez

SITE DATA

PRESENT ZONING: RS-2 – Single-Family Residential

AREA OF VACATING: 2179 square feet, more or less

ADJACENT ZONING	N	RS-2 – Single-Family Residential
& LAND USE:	E	RS-2 – Single-Family Residential
	S	RS-2 – Single-Family Residential
	W	RS-2 – Single-Family Residential

STAFF ANALYSIS:

Request to vacate a portion of Tract F, Port Malabar Unit Ten, recorded in Plat Book 15, Pages 10 through 19, Public Records of Brevard County Florida, lying in Section 6, Township 29 South, Range 37 East, more particularly described as follows: The East 9 feet of the West 10 feet of the North portion of Parcel F.5, along with the North 6 feet of the North portion of Parcel F.5 as described in Official Records Book 7944, Pages 2321 through 2322, of Brevard County, Florida (Containing 0.05 Acres more or less), to allow for a retaining wall.

AT & T, Florida Power and Light, Spectrum have no objection to the vacating request.

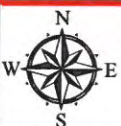
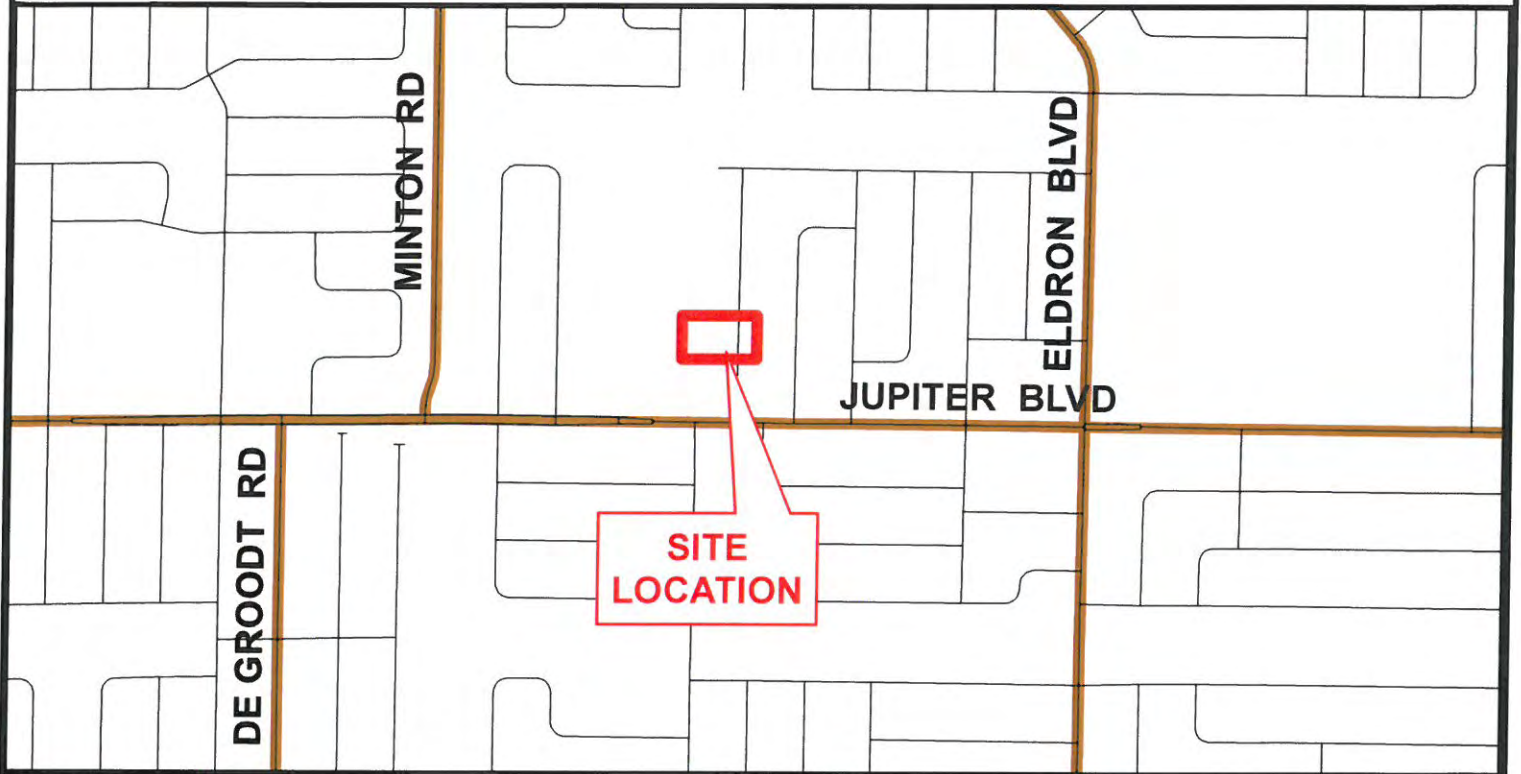
The City of Palm Bay's Departments have the enclosed comments relating to the vacating request. It should be noted that as long as the drainage can be accommodated for all here sites; the easement can be vacated. The owner will need to not impact offsite areas with the retaining wall and shall be responsible to ensure the site drainage is compliant to City Public Works requirements prior to vacate approval. Please simplify the legal description to avoid conflicts between the property and the easement position.

Staff has no adverse comments regarding removal of the East 9 feet of the West 10 feet of the North portion of Parcel F.5, along with the North 6 feet of the North portion of Parcel F.5 as described in Official Records Book 7944, Pages 2321 through 2322, of Brevard County, Florida (Containing 0.05 Acres more or less), to allow for a retaining wall.

STAFF RECOMMENDATION:

Staff recommends approval of the vacating of easement per the analysis section of this staff report.

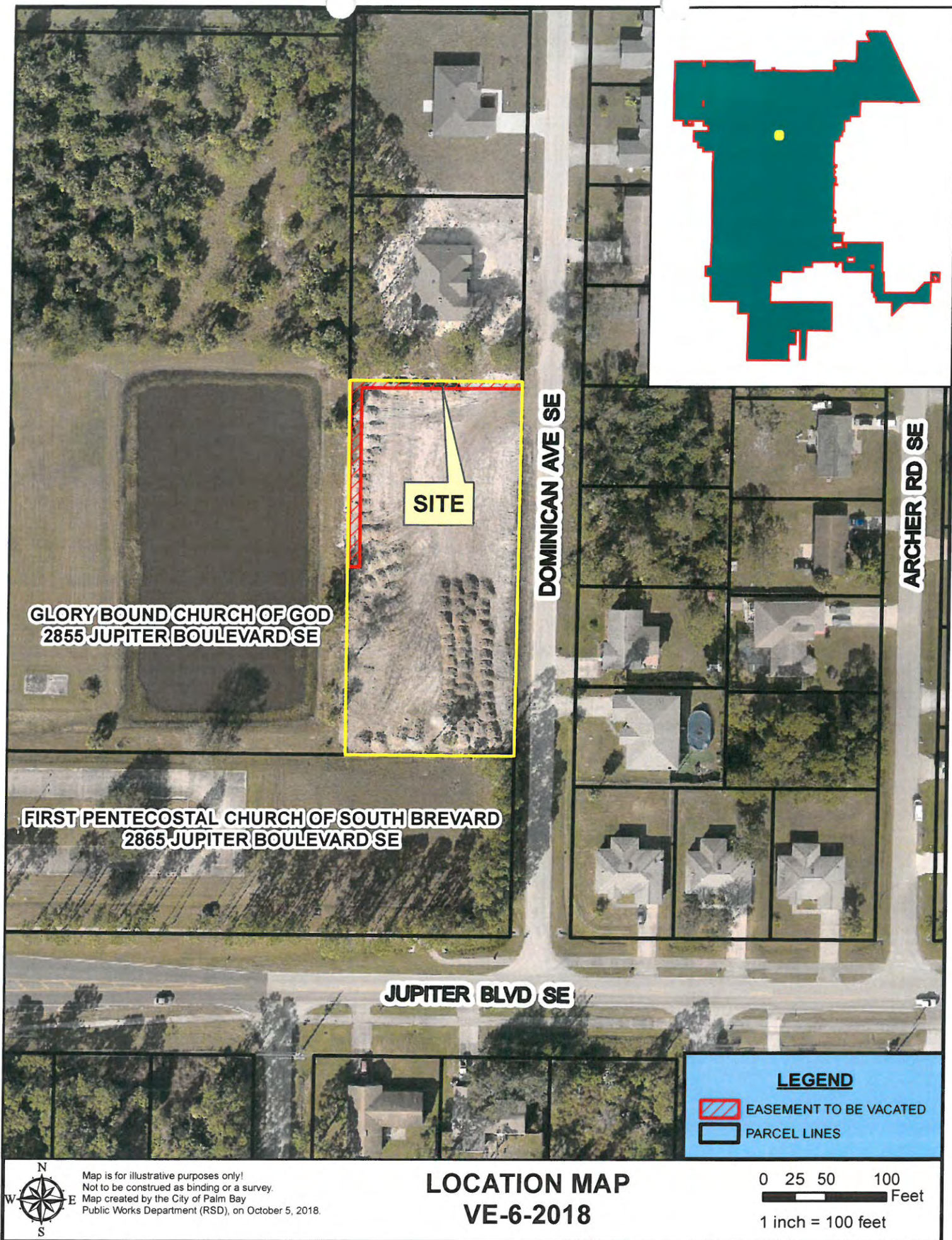
LOCATION MAP



Map is for illustrative purposes only!
Not to be construed as binding or a survey.
Map created by the City of Palm Bay
Public Works Department (RSD), on October 5, 2018.

VE-6-2018

0 12.5 25 50
Feet
1 inch = 50 feet



**DESCRIPTION TO ACCOMPANY SKETCH
SECTION 06 TOWNSHIP 29 SOUTH, RANGE 37 EAST
BREVARD COUNTY, FLORIDA**

(NOT VALID WITHOUT SHEETS 1 & 2)

*** PARENT PARCEL I.D.: 29-37-06-GK-F.5**

*** PURPOSE OF SKETCH & DESCRIPTION: VACATE PORTION OF UTILITY & DRAINAGE EASEMENT**

VACATE EASEMENT LEGAL DESCRIPTION:

A PORTION OF TRACT F, PORT MALABAR, UNIT TEN, A SUBDIVISION ACCORDING TO THE PLAT THEREOF, RECORDED IN PLAT BOOK 15, PAGES 10 THROUGH 19, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA, LYING IN SECTION 6, TOWNSHIP 29 SOUTH, RANGE 37 EAST, DESCRIBED AS FOLLOWS:

COMMENCE AT THE SE CORNER OF LOT 10, FLORIDA INDIAN RIVER FARMS LAND COMPANY SUBDIVISION, PER PLAT BOOK 1, PAGE 165, PUBLIC RECORDS OF BREVARD COUNTY, FL; THENCE RUN N 00°00'43" W A DISTANCE OF 155.68' FEET; THENCE RUN S 89°27'42" E, A DISTANCE 1.00' TO THE POINT OF BEGINNING; THENCE CONTINUE S 89°27'42" E FOR A DISTANCE OF 9.00'; THENCE RUN N 00°00'43" W, A DISTANCE OF 148.21'; THENCE RUN S 89°27'42" E, A DISTANCE OF 131.85'; THENCE RUN N 00°28'47" E, ALONG THE WEST RIGHT OF WAY LINE OF DOMINICAN AVENUE FOR A DISTANCE OF 6.00'; THENCE RUN N 89°27'42" W, ALONG THE NORTH LINE OF PARCEL I.D. #29-37-06-GK-F.5, FOR A DISTANCE OF 140.90'; THENCE RUN S 00°00'43" E, A DISTANCE OF 154.21' TO THE POINT OF BEGINNING. (CONTAINS 0.05' ACRES)

SURVEYORS NOTES:

1. THIS SKETCH EXISTS SOLELY FOR THE PURPOSE OF ILLUSTRATING THE LEGAL DESCRIPTION TO WHICH IT IS ATTACHED.
2. ALL DIMENSIONS SHOWN HEREON ARE IN FEET AND DECIMAL PARTS THEREOF.
3. THIS SKETCH MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS.

GSS SURVEYING & MAPPING, LLC.
CERTIFICATE OF AUTHORIZATION NUMBER LB 8006

Terry H. Drum

Oct 03, 2018

PROFESSIONAL SURVEYOR AND MAPPER IN RESPONSIBLE CHARGE

TERRY H. DRUM PROFESSIONAL SURVEYOR AND MAPPER NO. 5597

NOT VALID WITHOUT THE SIGNATURE AND RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

THIS IS NOT A BOUNDARY SURVEY

UPDATES and/or REVISIONS

DATE 10-03-18

JOB #: 17-0518

DRAWN BY: LD

CHECKED BY: THD

FIELD BOOK: N/A

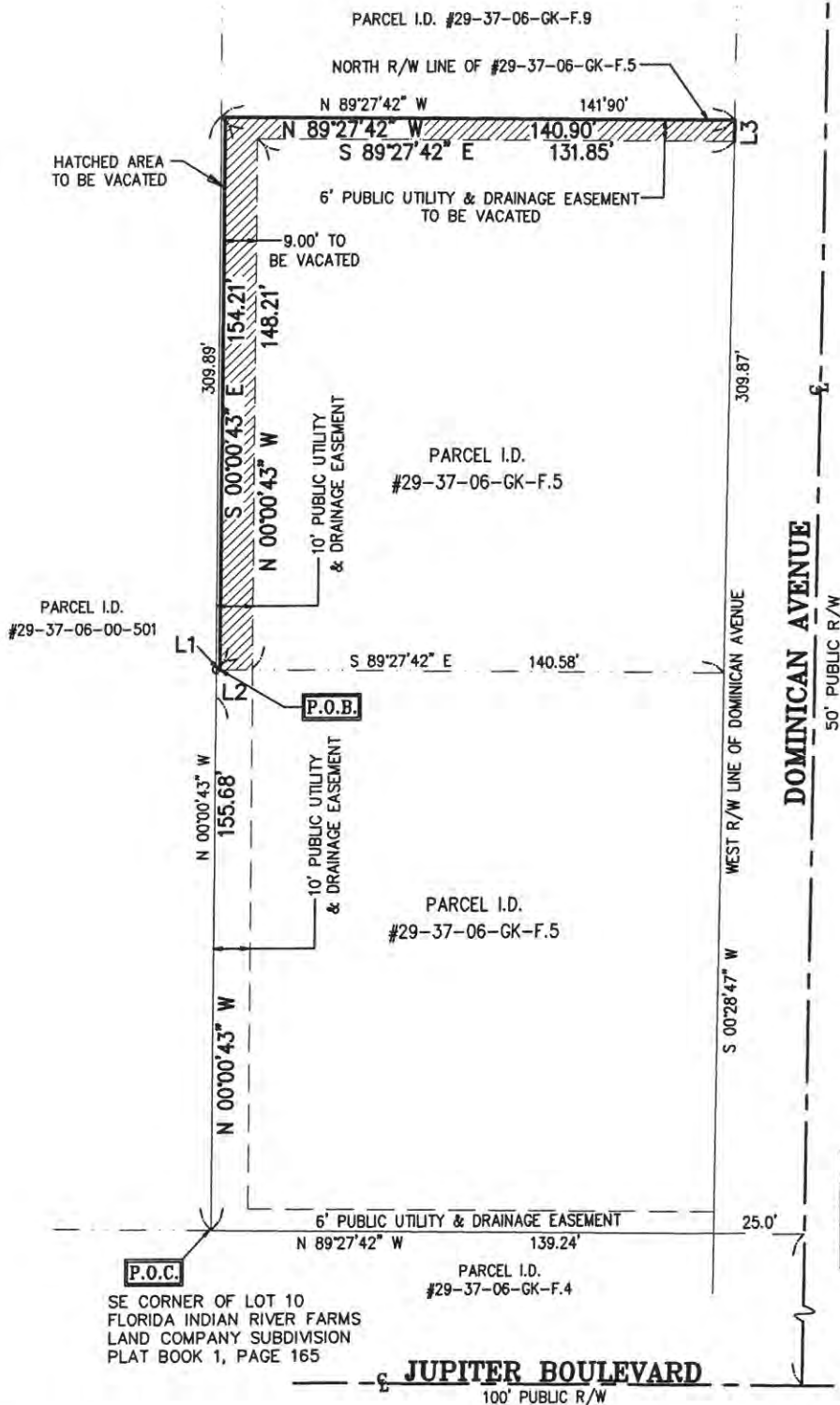
PAGE: 1 OF 2

FIELD DATE: N/A



Surveying and Mapping, LLC
4690 Lipscomb Street NE, Suite 6A
Palm Bay, FL 32905
321-914-3978

**DESCRIPTION TO ACCOMPANY SKETCH
SECTION 06 TOWNSHIP 29 SOUTH, RANGE 37 EAST
BREVARD COUNTY, FLORIDA
(NOT VALID WITHOUT SHEETS 1 & 2)**



SCALE 1:50 (1"= 50')

THIS IS NOT A BOUNDARY SURVEY

UPDATES and/or REVISIONS

DATE 10-03-18

PREPARED FOR: FAUSTO RODRIGUEZ

JOB #: 17-0518

DRAWN BY: LD

CHECKED BY: THD

FIELD BOOK:

PAGE: 2 OF 2

FIELD DATE: N/A



Surveying and Mapping, LLC
4690 Lipscomb Street NE, Suite 6A
Palm Bay, FL 32905
321-914-3978



VF-6-2018

Public Works Department
1050 Malabar Road SW
Palm Bay, FL 32907
321-952-3403
PWPermitting@palmabayflorida.org

REQUEST TO VACATE EASEMENT/DRAINAGE RIGHTS-OF-WAY

This application must be completed, legible, and returned, with all attachments referred to herein, to the Public Works Department, Palm Bay, Florida. The request will be reviewed by City staff and scheduled before the City Council. A minimum of eight (8) weeks is required to process the application. You or your representative are required to attend the hearing, and will be notified by mail of the date of the meeting. The meeting will be held at 7:00 p.m. in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida, unless otherwise stated.

1) NAME OF APPLICANT (Type or print) Fausto Rodriguez

ADDRESS 482 Dominican Ave SE

CITY Palm Bay STATE Florida ZIP 3290

HOME PHONE # 321 508 7263 BUSINESS PHONE # _____

FAX # _____ E-MAIL ADDRESS Famasso21@yahoo.com

2) LEGAL DESCRIPTION, PREPARED BY A CERTIFIED SURVEYOR, OF THAT PORTION OF THE EASEMENT REQUESTING TO BE VACATED UPON WHICH THE ENCROACHMENT IS PROPOSED OR CURRENTLY EXISTS: A portion of tract F, Port Malabar Unit Ten, A Subdivision According to the plat thereof, recorded in plat Book 15, Pages 10 through 19, Public records of Brevard county, Florida, Lying in Section Township 29 South, Range 37 East, Described As Follows:

SECTION 6 TOWNSHIP 29 South RANGE 37 east

3) SIZE OF AREA COVERED BY THIS APPLICATION (calculate acreage): _____

4) ZONING CLASSIFICATION AT PRESENT (ex.: CC, RS-2, etc.): _____

5) WHICH ACTION APPLYING FOR (ex.: Easement, Drainage): _____

6) REASON FOR REQUESTING VACATION AND INTENDED USE: because the area where the house was built is very high

7) IF THE ENCROACHMENT CURRENTLY EXISTS, PROVIDE THE DATE THAT A PERMIT WAS ISSUED BY THE BUILDING DIVISION: _____

8) THE FOLLOWING ENCLOSURES ARE NEEDED TO COMPLETE THIS APPLICATION:

✓ *\$182.00 Application Fee. Make check payable to "City of Palm Bay";

911

OCT 04 2018

Revision E: 02/13

CITY OF PALM BAY, FLORIDA
APPLICATION REQUEST TO VACATE EASEMENT/DRAINAGE RIGHTS-OF-WAY
PAGE 2 OF 3

☒ List of names and addresses of property owners abutting the lot or parcel within which the easement or drainage right-of-way is located;

☒ Copy of plat, map, etc. depicting area location of easement or drainage right-of-way to be vacated. *legal description*

☒ Original notarized letters from the following utility and service companies are required stating whether or not they object to or if there is no interest in the vacating of the easement or drainage right-of-way. If equipment lies within the easement or drainage right-of-way requested for vacation, the applicant shall be responsible for any expenses incurred for relocating same, unless other arrangements have been made with the company. See attached to contact:

- (a) Florida Power & Light Company;
- (b) AT&T Telecommunications;
- (c) Spectrum;
- (d) Melbourne-Tillman Water Control District (if applicable);
- (e) Ameri Gas (if applicable);
- (f) Florida City Gas (if applicable);
- (g) Holiday Park, Board of Directors (if applicable).

9) ARE YOU THE PROPERTY OWNER ON RECORD?: ☒ YES ☐ NO

IF NO, A NOTARIZED LETTER FROM THE PROPERTY OWNER MUST BE ATTACHED GIVING CONSENT TO THE APPLICANT TO REQUEST THE VACATING.

10) CONTACT THE **LAND DEVELOPMENT DIVISION (321-733-3042)** AS TO WHETHER A VARIANCE IS REQUIRED. IF REQUIRED, YOU MUST OBTAIN APPROVAL FOR THE VARIANCE PRIOR TO PROCEEDING WITH THE VACATING REQUEST.

Chris Baltar

Required

☒ Not Required

Land Development Division

Chris Baltar

Date

10-4-18

I, THE UNDERSIGNED UNDERSTAND THAT THIS APPLICATION AND ALL DATA ATTACHED MUST BE COMPLETE AND ACCURATE BEFORE CONSIDERATION BY THE CITY COUNCIL.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING REQUEST TO VACATE EASEMENT/DRAINAGE RIGHTS-OF-WAY APPLICATION AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant

[Signature]

Date

10 4 18

Printed Name of Applicant

Fausto N Rodriguez

*NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY

ORDINANCE NO. 2018-57

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, VACATING AND ABANDONING THE SIDE SIX (6) FOOT AND A PORTION OF THE REAR TEN (10) FOOT PUBLIC UTILITY AND DRAINAGE EASEMENT, LOCATED WITHIN TRACT "F", PORT MALABAR UNIT 10, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 15, PAGE 14, OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA, AND LEGALLY DESCRIBED HEREIN; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Fausto Rodriguez has requested the City of Palm Bay, Florida, to vacate a portion of a certain public utility and drainage easement, which portion is legally described herein, and

WHEREAS, the vacation and abandonment of said portion of the public utility and drainage easement will neither adversely affect nor benefit the public.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The City Council of the City of Palm Bay hereby vacates and abandons a portion of the side and a portion of the rear public utility and drainage easement located within Tract "F", Port Malabar Unit 10, according to the plat thereof as recorded in Plat Book 15, Page 14, of the Public Records of Brevard County, Florida, Section 6, Township 29S, Range 37E, being more particularly described as follows:

Commence at the southeast corner of Lot 10, Florida Indian River Farms Land Company Subdivision, per Plat Book 1, Page 165, Public Records of Brevard County, Florida; thence run N 00°00'43" W a distance of 155.68 feet; thence run S 89°27'42" E, a distance of 1.00 feet to the Point of Beginning; thence continue S 89°27'42" E for a distance of 9.00 feet; thence run N 00°00'43" W, a distance of 148.21 feet; thence run S 89°27'42" E, a distance of 131.85 feet; thence run N 00°28'47" E, along the west right-of-way line of Dominican Avenue for a distance of 6.00 feet; thence run N 89°27'42" W, along the north line of Parcel I.D. No. 29-37-06-GK-F.5, for a distance of 140.90 feet; thence run S 00°00'43" E, a distance of 154.21 feet to the Point of Beginning; containing 0.05 acres, more or less.

SECTION 2. The provisions within this ordinance shall take effect immediately upon the enactment date.

Read in title only at Meeting No. 2018- , held on , 2018, and read in title only and duly enacted at Meeting No. 2018- , held on , 2018.

William Capote, MAYOR

ATTEST:

Terese M. Jones, CITY CLERK

Reviewed by CAO: _____


Applicant: Fausto Rodriguez
Case No.: VE-6-2018

cc: (date) Applicant
Case File
Brevard County Recording



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Gulfport Key Inc. (William H. Benson and Bruce Moia, Reps.)

Gulfport Key Inc. (William H. Benson and Bruce Moia, Reps.) has submitted an application for Preliminary Development Plan approval for Gulfport Key PUD consisting of a 77-lot single family residential subdivision, north of and adjacent to Gulfport Rd SE, in the vicinity between Grapefruit Road SE and Sable Circle SE.

REQUESTING DEPARTMENT:

Community Planning and Economic Development

STAFF RECOMMENDATION:

Case PUD-24-2018 is recommended for approval, subject to the staff comments contained in the staff report.

Planning and Zoning Board Recommendation:

Approval of the request by a vote of 5 to 2.

Attachment: 1) Case No. PUD-24-2018

EJB/cp/ab



LAND DEVELOPMENT DIVISION
120 MALABAR ROAD SE
PALM BAY, FL 32907
T: 321-733-3042 F: 321-953-8920

REVISED

STAFF REPORT

PREPARED BY:
Christopher Balter
Planner II

CASE NUMBER
PUD-24-2018

APPLICANT/PROPERTY OWNER
Gulfport Key Inc. (William H. Benson)

PLANNING & ZONING BOARD HEARING DATE
October 3, 2018

PROPERTY LOCATION/ADDRESS
Tax Accounts 2929628, 2929629, 2963893, 2930050, 2929865,
2929864, 2929863
North of and adjacent to Gulfport Road SE, in the vicinity between Grapefruit Road
SE and Sable Circle SE

SUMMARY OF REQUEST

Preliminary Development Plan approval for Gulfport Key PUD consisting of a 77-lot single family residential subdivision.

EXISTING ZONING	EXISTING FUTURE LAND USE	SITE IMPROVEMENTS	SITE ACREAGE	SURROUNDING ZONING & LAND USE
RS2- Single Family Residential District	Single-Family Residential Use	Vacant Land	20.76 acres +/-	N: RS-2, Single Family Residential District; Single Family Homes E: RS-2, Single Family Residential District; Single Family Homes S: RS-2, Single Family Residential District; Single Family Homes W: RS-2, Single Family Residential District; Single Family Homes

PROPERTY HISTORY

The subject property is comprised of multiple vacant parcels of land. The land is designated as Single-Family Residential (SFR) on the Comprehensive Plan Future Land Use Map, therefore, a map amendment is not needed.

COMPATIBILITY with the COMPREHENSIVE PLAN

Once approved, the tentative Planned Unit Development (PUD) Zoning will be consistent with Single-Family Residential land use, which has already been incorporated into the City's Comprehensive Plan.

COMPATIBILITY with the CODE OF ORDINANCES

The FLU Map (SFR) and tentative Zoning are compatible. The Preliminary Development Plan will need to be approved to establish tentative PUD zoning, prior to Final plan approval in accordance with the requirements of the City's Land Development Code.

STAFF RECOMMENDATION:

TRANSMIT ☐

APPROVE ☐

APPROVE WITH CONDITIONS ☒

DENY ☐

BACKGROUND:

In accordance with Chapter 185, Planned Unit Development (PUD), the applicant has submitted a development Plan, known as Gulfport Key. The Preliminary Development Plan consists of 20.76 acres of land to be developed into 77 single-family residential lots, recreation and open space, and stormwater management ponds. The proposed density is 3.71 units per acre, which is below the maximum density defined in the City's Comprehensive Plan for Single-Family Residential (5 units per acre). Per the plan, the typical lots within the residential development are 50' x 125' 120' and 50' x 130' and the minimum size home will be 1,200 square feet. Two points of access are provided from Gulfport Road creating a u-shaped interior roadway that will allow all 77 lots to direct roadway access. A third access point is from Grapefruit Road. .

ANALYSIS:

1. In order to receive Preliminary Development Plan approval, the proposal must meet the requirements of Chapter 185.066 of the City of Palm Bay's Code of Ordinances. Upon review, it appears that the request is in conformance with the applicable requirements of this chapter. The following analysis of the reviewing criteria is provided:

- a. *Degree of departure of proposed planned unit development from surrounding residential areas in terms of character and density.*

Single-family residential lots are situated to the north, south, east and west of the subject property and are zoned RS-2 with a minimum lot size of 80' x 125'. The character of these areas is low density and recreational in nature. The proposed development is consistent with this character and the degree of departure from the surrounding area is minimal.

To support the character and density of the surrounding area, the following zoning provisions are designed and listed on the plan:

1. Minimum lot area: 6,250 6,000 square feet or 0.143 0.1377 acre
2. Minimum lot width: 50 feet
3. Minimum lot length: 125 or 130 feet
4. Minimum floor living area: 1200 square feet
5. Minimum yard requirements:
 - a. Front: 25 feet
 - b. Side: 5 feet
 - c. Side Corner: 10 feet
 - d. Rear: 15 feet
6. Minimum building separation: 10 feet
7. Minimum Open Space required: 25% of overall site acreage. 5.19 acres required and 5.72 acres (27.6%) provided

- b. *Compatibility within the planned unit development and relationship with surrounding neighborhoods.*

The proposed plan for single-family residential lots is consistent with surrounding neighborhoods.

- c. *Prevention of erosion and degrading of surrounding area.*

The developer will provide sufficient precaution for erosion control to prevent pollution of water and impacts to public or private property as required by the Land Development Code during the construction plan review process.

- d. *Provision for future public education and recreation facilities, transportation, water supply, sewage disposal, surface drainage, flood control and soil conservation as shown in the preliminary development plan.*

1. A School Capacity Availability Determination Letter (SCADL) shall be obtained from the School Board of Brevard County Facilities Services.
2. The proposed planned unit development will have internal recreation for its residents.
3. The property is located within Flood Zone X, Area of Minimal Flood Hazard, which is outside the Special Flood Hazard Area (100-year flood) and the 500-year flood zone.
4. The subject property is located within the City of Palm Bay Service areas for Water and Sewer. These utilities will be extended into the PUD to provide for adequate utility services. Additional lift stations will be added as required.

- e. *The nature, intent and compatibility of common open space, including the proposed method for the maintenance and conservation of the common open space.*

The nature of the proposed open space is both passive in nature providing buffers and a surface water to meet the 25 percent minimum open space requirements. Maintenance of all common and open space areas will be the responsibility of a future Homeowners Association.

- f. *The feasibility and compatibility of the development plan to function as an independent development.*

The proposed preliminary development plan indicates that the development can function as an independent development meeting the requirements for density and intensity, infrastructure, stormwater management, open space, and access.

- g. *The availability and adequacy of primary streets and thoroughfares to support traffic to be generated within the proposed planned unit development.*

A traffic study will be submitted to determine any impacts to the adjacent roadways and any improvements necessary to mitigate such impacts during the construction plan review process. The project will be responsible for a Proportionate Fair Share of the improvements needed to meet concurrency requirements, in accordance with Florida Statue 163.3180 and City Code Chapter 171.

- h. *The availability and adequacy of water and sewer service to support the proposed planned unit development.*

The proposed development will connect to the City's water and sewer system at the owner/developer's expense. A City of Palm Bay "Utility Agreement" shall be executed between the Property Owner and the City. All Utility impact/connection fees noted in the "Utility Agreement" must be paid as outlined in the terms and conditions of the Utility Agreement [§ 171.50 – Water and Wastewater Impact Fees]- All fees are subject to change annually on October 1. The Property Owner shall submit a certified copy of the property deed as verification of ownership as part of the Utility Agreement.

- i. *The benefits within the proposed development and to the general public to justify the requested departure from standard land use requirements inherent in a planned unit development classification.*

As part of the proposed development, deviations in lots size, lot coverage and setbacks are proposed which vary from those found in the standard residential zoning classifications. While departing from the strict application of conventional residential districts, the development does not:

- offer a full range of residence types or commercial uses designed to serve the development
- establish criteria for the inclusion of compatible uses to complement the residential areas within the PUD
- enhance the visual character of the City
- efficiently use land to reduce street and utility networks

- j. *The conformity and compatibility of the planned unit development within any adopted development plan of the city.*

The preliminary development plan is consistent with the Planned Unit Development zoning designation (Section 185.066). The density and intensity of the proposed development meets the Single Family Residential land use policy found in the City's Comprehensive Plan.

- k. *The conformity and compatibility of the proposed common open space, primary residential and secondary nonresidential uses within the proposed planned unit development.*

The proposed residential development and associated common open space are compatible and conform to the requirement of Section 185.066 and related City land development codes. The plan does not incorporate nonresidential uses.

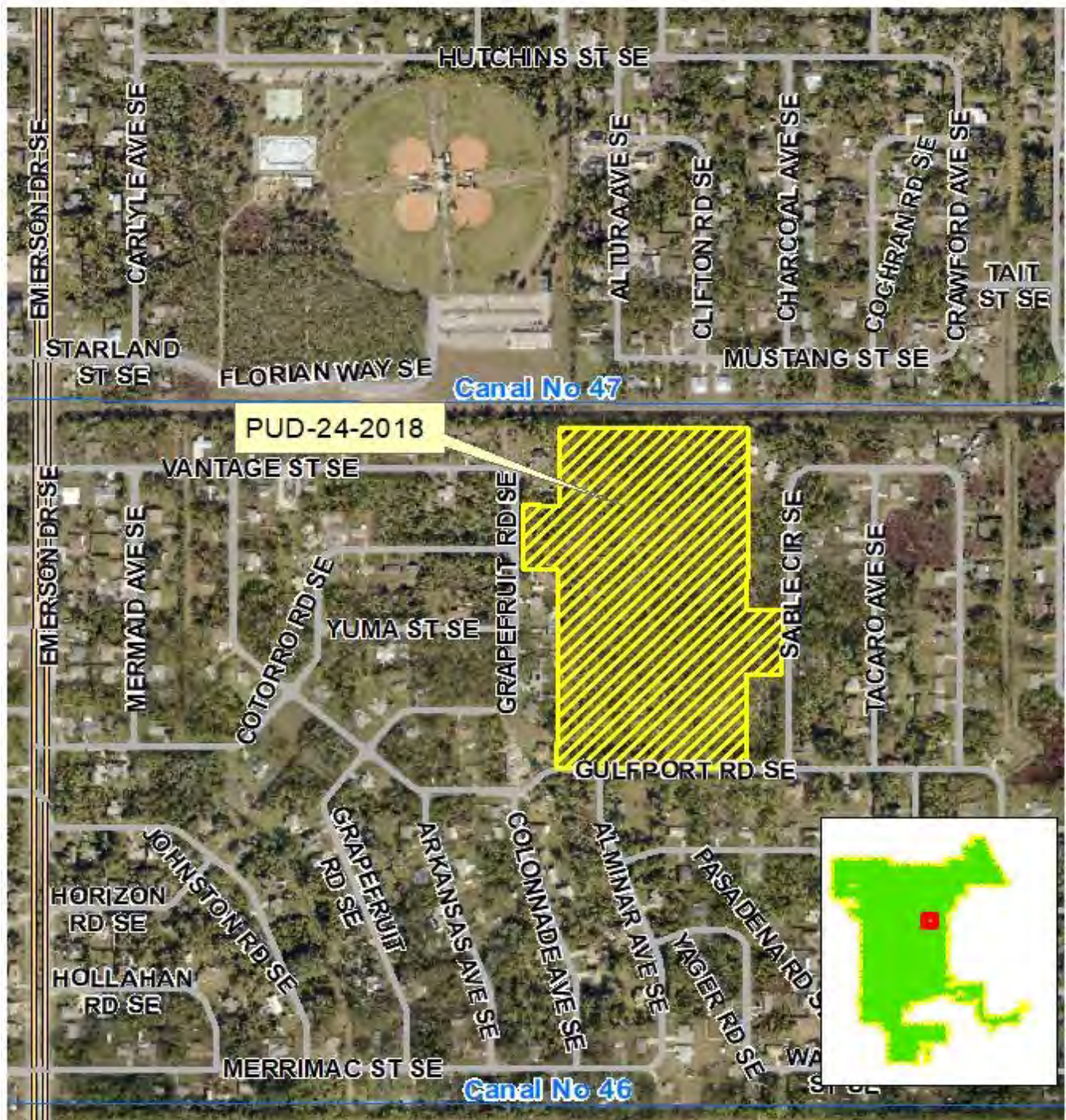
2. The developer shall have one (1) year from the approval of the preliminary development plan for a planned unit development zone in which to file a final development plan application.

SUMMARY:

The applicant is seeking Preliminary Development Plan Approval for Gulfport Key PUD, consisting of 77 single-family residential lots.

STAFF RECOMMENDATION:

Case No. PUD-24-2018 is recommended for approval, subject to the staff comments contained in this report.



AERIAL LOCATION MAP CASE NO. PUD-24-2018

Subject Property

North of and adjacent to Gulfport Rd. SE, in the vicinity between Grapefruit Rd. SE and Sable Cir. SE



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



ZONING MAP

CASE NO. PUD-24-2018

Subject Property

North of and adjacent to Gulfport Rd. SE, in the vicinity between Grapefruit Rd. SE and Sable Cir. SE

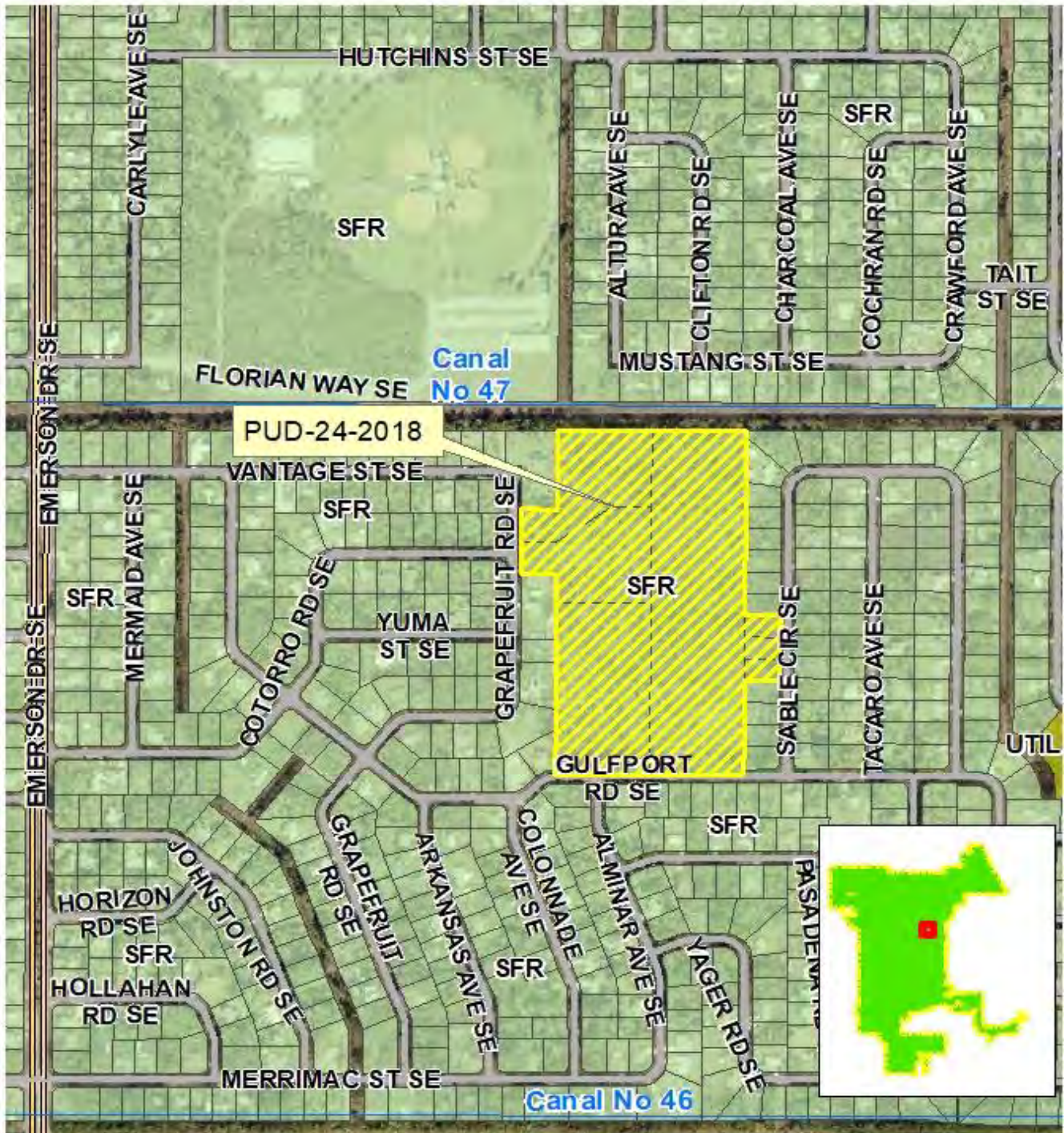
Current Zoning Classification

RS-2



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



FUTURE LAND USE MAP

CASE NO. PUD-24-2018

Subject Property

North of and adjacent to Gulfport Rd. SE, in the vicinity between Grapefruit Rd. SE and Sable Cir. SE

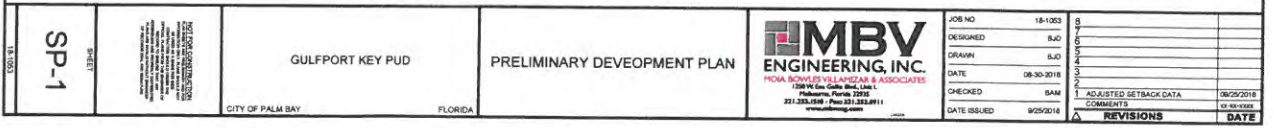
Future Land Use Classification

SFR – Single Family Residential



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey





Land Development Division
120 Malabar Road SE
Palm Bay, FL 32907
321-733-3042
Landdevelopment@palmabayflorida.org

PLANNED UNIT DEVELOPMENT APPLICATION (PUD) PRELIMINARY DEVELOPMENT PLAN

This application must be completed, legible, and returned, with all enclosures referred to herein, to the Land Development Division, Palm Bay, Florida at least thirty (30) days prior to any scheduled meeting of the Planning and Zoning Board of the City of Palm Bay. The application will then be referred to the Planning and Zoning Board for study and recommendation to the City Council. You or your representative are required to attend the meeting(s) and will be notified by mail of the date and time of the meeting(s). The Planning and Zoning Board holds their regular meeting the first Wednesday of every month at 7:00 p.m. in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida, unless otherwise stated.

- 1) APPLICANT-DEVELOPER (Type or print) William H. Benson - Gulfport Key Inc.
ADDRESS 4780 Dairy Road, Suite 103
CITY Melbourne STATE FL ZIP 32904
PHONE # 321-984-0999 FAX # 321-984-9796
E-MAIL ADDRESS whb@whbenson.com
- 2) ENGINEER Bruce Moia, P.E., - MBV Engineering, Inc.
ADDRESS 1250 W. Eau Gallie Blvd., Suite L Melbourne, FL 32935
CITY Melbourne STATE FL ZIP 32935
PHONE # 321-253-1510 FAX # 321-253-0911
E-MAIL ADDRESS brucem@mbveng.com
- 3) SURVEYOR Robert R. Doerrer, Jr. - Horizon Surveyors of Central Florida, Inc.
ADDRESS 390 Poinciana Dr.
CITY Melbourne STATE FL ZIP 32935
PHONE # 321-254-9133 FAX # _____
E-MAIL ADDRESS info@horizonsurveyors.com
- 4) NAME OF PROPOSED DEVELOPMENT GULFPORT KEY
- 5) LEGAL DESCRIPTION OF PROPERTY COVERED BY THIS APPLICATION:
see attached
SECTION 8 TOWNSHIP 29 S RANGE 37 E

**CITY OF PALM BAY, FLORIDA
PLANNED UNIT DEVELOPMENT APPLICATION
PRELIMINARY DEVELOPMENT PLAN
PAGE 2 OF 3**

6) SIZE OF AREA COVERED BY THIS APPLICATION (calculate acreage): 20.76

7) TWO (2) COPIES OF THE FOLLOWING EXHIBITS SHALL BE ATTACHED TO THE PRELIMINARY APPLICATION. THE EXHIBITS SHALL ALSO BE PROVIDED BY CD OR MEMORY DRIVE.

- A) Vicinity map clearly outlining subject PUD and showing the relationship between the PUD and its surrounding area including adjacent streets and thoroughfares.
- B) Development plan that shall contain, but not be limited to the following information:
 - 1) Proposed name or title of project, the name of the engineer, architect, and developer.
 - 2) North arrow, scale (1 inch = 200 feet or larger), date and legal description of the proposed site.
 - 3) Boundaries of tract shown with bearings, distances, closures, and bulkhead liner. All existing easements, section lines, and all existing streets and physical features in and adjoining the project, and the existing zoning.
 - 4) Proposed parks, school sites, or other public or private open space.
 - 5) Off-street parking, loading areas, driveways and access points.
 - 6) Site data including tabulation of the total number of gross acres in the project, the acreage to be devoted to each of the several types of primary residential and secondary non-residential uses, and the total number of dwelling units, the maximum height of all structures, the minimum setbacks of all structures (and parking areas) and the total area of pervious and impervious surfaces.
 - 7) Delineation of phased development, if applicable.
 - 8) Proposed means of drainage for the site.
- C) Schematic drawing of the elevation and architectural construction of the proposed primary and secondary nonresidential structures.

8) PROCESSING.

- A) The Land Development Division shall process and coordinate the review of the preliminary development plan by the appropriate city departments. The appropriate city departments are to review and comment on the submitted information. Written comments from the city departments are to be returned to the Land Development Division to be incorporated into a staff report generated by the Land Development Division. The staff report is submitted to the Planning and Zoning Board at the time of the next regular meeting of the board.
- B) The preliminary plat application shall be heard by the Planning and Zoning Board at its regular meeting in the month following the submittal deadline date. Courtesy notice letters of the meeting are to be sent to the owners of abutting and opposite properties of the proposed subdivision. Failure to mail or receive such courtesy notice shall not affect any action or proceedings taken however. Notice of such a meeting shall also be posted on the property for which subdivision is sought.

9) THE FOLLOWING ENCLOSURES ARE NEEDED TO COMPLETE THIS APPLICATION:

- ☒ *A \$750.00 application fee shall accompany the Preliminary PUD application for the purposes of administration. Make check payable to "City of Palm Bay."
- ☒ Vicinity Map (see Item 7).
- ☒ Development Plan (see Item 7).

CITY OF PALM BAY, FLORIDA
PLANNED UNIT DEVELOPMENT APPLICATION
PRELIMINARY DEVELOPMENT PLAN
PAGE 3 OF 3

☐ Schematic Drawing (see Item 7).

☒ List of all adjacent property owners and property owners directly opposite of the property covered by this application, together with mailing addresses (including zip codes) and legal descriptions. (This can be obtained for a fee from the Brevard County Planning and Zoning Department at 321-633-2060.)

☒ Where property is not owned by the applicant, a letter must be attached giving the notarized consent of the owner to the applicant to request the preliminary planned unit development.

10) A PRELIMINARY PUD APPLICATION WILL REQUIRE A CITIZEN PARTICIPATION PLAN. REFER TO SECTION 169.005 OF THE LAND DEVELOPMENT CODE FOR GUIDELINES.

I, THE UNDERSIGNED UNDERSTAND THAT THIS APPLICATION MUST BE COMPLETE AND ACCURATE BEFORE CONSIDERATION BY THE PLANNING AND ZONING BOARD/LOCAL PLANNING AGENCY, AND CERTIFY THAT ALL THE ANSWERS TO THE QUESTIONS IN SAID APPLICATION, AND ALL DATA AND MATTER ATTACHED TO AND MADE A PART OF SAID APPLICATION ARE HONEST AND TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING PRELIMINARY PLANNED UNIT DEVELOPMENT (PUD) APPLICATION AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant



Date

8.30.18

Printed Name of Applicant

William H. Benson

*NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY

SECTION 8, TOWNSHIP 29 SOUTH, RANGE 37 EAST

DESCRIPTION:

Lots 5, 6 and 7, Block 677, according to the plat thereof, as recorded in Plat Book 15, Page(s) 72-79, of the Public Records of Brevard County, Florida.

TOGETHER WITH:

Lands lying in Section 8, Township 29 South, Range 37 East, Brevard County, Florida, Described in Official Records Book 7526, Page 697, Official Records Book 7526, Page 699 and Official Records Book 5712, Page 9886 of the Public Records of Brevard County, Florida.

August 30, 2018

Re: Letter of Authorization

As the property owner of the site legally described as TAX ID 2929628, 2929629, 2930050, 2929863, 2929864, 2929865

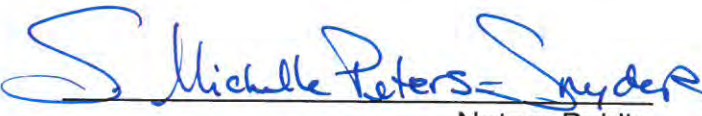
I hereby authorize Bruce Moia, P.E. - MBV Engineering, Inc.
to represent my Preliminary PUD, Final PUD, and Subdivision Plan Review application for said property.


(Signature)

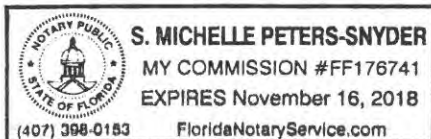
STATE OF Florida
COUNTY OF Brevard

The foregoing instrument was acknowledged before me this August 30, 2018
by William Benson, who is personally known by me or
who has produced _____ as identification,
and who did (did not) take an oath.

(SEAL)


_____, Notary Public

Serial No. FF 176741
My commission expires 11-16-18



06/29/ 2018

Re: Letter of Authorization

As the property owner of the site legally described as TAX Account # 2963893
TAX PARCEL 29-37-08-00-00752.0-0000.00
I hereby authorize WILLIAM H. BENSON
to represent my REZONING application for said property.

x Rossein Joseph
Marie Joseph
(Signature)

STATE OF Florida
COUNTY OF PALEST BEACH

The foregoing instrument was acknowledged before me this JUN 29th, 2018
by JOSEPH ROSSEIN and MARIE JOSEPH who is personally known by me or
who has produced Valid Florida Driver's License as identification,
and who did not take an oath.

(SEAL)

[Signature]
_____, Notary Public
Serial No. EF909432
My commission expires 12/12/19



ALFRED DELOIS
MY COMMISSION # FF 000422
EXPIRES: December 12, 2019
Before The Notary Public

CASE PUD-24-2018

CORRESPONDENCE: 1

September 19, 2018

City of Palm Bay
Planning and Zoning Board – City Council
c/o Land Development Division
120 Malabar Road SE
Palm Bay FL 32907

Re: Case No. PUD-24-2018 “Gulfport Key, Inc”

Dear Sirs:

I would like to thank Bruce Moia of MBV Engineering for meeting with ourselves and some of our very concerned neighbors regarding the above project. It is disappointing that the focus of the meeting was to go over how beneficial this project was going to be for his company, the eventual developer, all the future homebuyers, and the City of Palm Bay, without once proposing any “good neighbor” relationships with the established residents in the immediate area. The meeting was done only to meet legal requirements.

Our neighborhood is quiet and green. It gives all of us a sense of rural living here in the city. What the area contributes to our quality of life cannot be measured. This is why we live here. This is the life we love.

At this juncture, it has been made very clear that this project will proceed, regardless. There appears to be a substantial amount of money to be made, and no matter what window dressing was provided in the meeting, it comes down to that single factor. We will be losing a wonderful green space. We will be losing a wonderful wildlife habitat, which includes gopher tortoises, scrub jays, otters, hawks, owls, rabbits and the occasional bobcat. All the ecological and impact studies aside, this can NEVER be replaced or substituted. The woodland provides wind mitigation, noise reduction, and improves air quality. We will see greatly increased traffic on small, narrow community roads. Again, a promised traffic study will no doubt show *usage* well below your acceptable standards, but it will not reflect the *type* of traffic we are already seeing, which is putting children, old people and pets at risk. You will not have to have to live with that on a daily basis. We expect road damage from equipment, but since “the City” will have to take care of that, there is no plan disclosed to fix them. We have been patiently waiting for improvements to our small spur of the power grid, and for city sewer to lessen the impact of septic systems: the new area will have sewer and buried utilities. Because it is a “planned” community, no other current resident – who have paid taxes for many years – would be included, even though these lines pass right through our neighborhood. We can see the stars at night. That will change. There was a lot of discussion about drainage, retention ponds, water treatment, and nauseum. Our streets and yards

will still flood as a result of the new development, even with the fabulous plans, and we will still have no recourse. Will there be additional law enforcement and fire response? Not discussed, a "City" issue. Will there be any effort to give even the pretense of consideration to the existing neighborhood to mitigate any of this impact? Absolutely not. Only the project matters.

We are having so much taken away from us, for the sake of money, with nothing given back. It does not really have anything to do with how "desperate" the City is for new housing, with little or no concern for their existing residents. It does not have any regard for quality of life as we know it, or intent to preserve that. It is only about the development, and we will shoulder the brunt of it. Wouldn't it have been nice if just for a few minutes, since Gulfport Key is right in the heart of our neighborhood, at least part of the discussion could have been about how it was going to be integrated in a supportive fashion to all of us, rather than focusing on how fabulous it was going to be for the new residents?

Thank you for your time and attention in this. We will attend at the meeting October 3, 2018, though, again, this is so everyone can go through the motions. We are disappointed with our City, but are sure all involved will view this as a big win. We will watch with sadness as the project moves forward.

Regards,

Sue Collins
1050 Grapefruit Road SE
Palm Bay FL 32909
321-728-7928

CITY OF PALM BAY, FLORIDA
PLANNING AND ZONING BOARD/
LOCAL PLANNING AGENCY
REGULAR MEETING NO. 2018-10

Held on Wednesday, October 3, 2018, in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Land Development Division, Palm Bay, Florida. The minutes are not a verbatim transcript but a brief summary of the discussions and actions taken at this meeting.

Mr. Wendall Stroderd called the meeting to order at approximately 7:00 p.m.

Mr. Rainer Warner led the Pledge of Allegiance to the Flag.

ROLL CALL:

CHAIRPERSON:	Wendall Stroderd	Present
VICE CHAIRPERSON:	Philip Weinberg	Present
MEMBER:	Leeta Jordan	Present
MEMBER:	Khalilah Maragh	Present
MEMBER:	William Pezzillo	Present
MEMBER:	Rainer Warner	Present
MEMBER:	Thomas "Woody" Woodrum	Present
MEMBER:	Donny Felix (School Board Appointee)	Present

CITY STAFF: Present were Ms. Elizabeth Beam, Assistant Community Planning and Economic Development Director; Mr. Christopher Balter, Planner II; Ms. Karen Black, Planner II; Ms. Chandra Powell, Recording Secretary; Mr. James Stokes, Board Attorney.

ADOPTION OF MINUTES:

1. Regular Planning and Zoning Board/Local Planning Agency Meeting No. 2018-09. Motion by Mr. Weinberg, seconded by Ms. Maragh to approve the minutes as presented. The motion carried with members voting unanimously.

ANNOUNCEMENTS:

1. Mr. Stroderd addressed the audience on the meeting procedures and explained that the Planning and Zoning Board/Local Planning Agency consists of volunteers who act as an advisory board to City Council.

Motion by Ms. Jordan, seconded by Mr. Pezzillo to submit Case CP-18-2018 to City Council for approval of a small scale Comprehensive Plan Future Land Use Map amendment from Recreation and Open Space Use and Utility Use to Single Family Residential Use, pursuant to Chapter 163, Florida Statutes. The motion carried with members voting unanimously.

4. ♣PUD-24-2018 – GULFPORT KEY, INC. (WILLIAM H. BENSON AND
BRUCE MOIA, REPS.)

Mr. Balter presented the staff report for Case PUD-24-2018. The applicant had requested a Planned Unit Development (PUD) Preliminary Development Plan and rezoning to allow a proposed 77-lot, single-family residential development called Gulfport Key. Staff recommended Case PUD-24-2018 for approval, subject to the staff comments contained in the staff report.

Mr. Bruce Moia with MBV Engineering, Inc. (representative for the applicant) indicated how the PUD proposal was the best option for the subject site. He described how the controlled development would have a homeowner's association and deed restrictions, and the homes would not front roads. Amenities would include additional open space, landscaping, sidewalks, nature trails, dog walks, and pavilions by the lakes. The amenities were possible because of the smaller sized lots. He clarified that the minimum width of the lots would be 120-feet wide and the minimum lot area would be 6,000 square feet as indicated on the submitted site plan. The 50-foot by 120-foot sized lots were typical for current market standards, and a reduced density of 3.7 units per acre was proposed instead of the maximum 5 units per acre. Water and sewer would be brought in, drainage would be controlled, and roadways would be aligned to form T-intersections.

Ms. Maragh asked about the 1,200 square-foot minimum floor living area. Mr. Moia commented that the minimum 1,200 square-foot density would allow the construction of single and two-story homes.

There was one correspondence in the file in opposition to the request from Ms. Sue Collins who was also in attendance.

The floor was opened for public comments.

Mr. Phil Billingsly (resident at Colonnade Avenue NE) spoke against the request. He felt that the traffic and drainage impact studies should be made available before a final decision was made for the development. Gulfport Road SE was already heavily traveled and used as a cut-through between San Filippo Drive SE and Emerson Drive SE. Residents of Grapefruit Road SE on the north side of Gulfport Road would also be affected by an additional 77 potential vehicles in the area.

Mr. Steven Santangelo (resident at Gulfport Road SE) spoke against the request. He had a three-year old child and wanted to know if the retention pond planned near his lot would be fenced in as a safety precaution.

Mr. Christopher Klasek (resident at Tacaro Avenue SE) spoke against the request. He stated that Gulfport Road was considered a failed roadway by the City's road survey, and he asked if the street would be fixed once the construction traffic was done and before more traffic was put back on the road.

Ms. Julia Lewis (resident at Grapefruit Road SE) spoke against the request. She commented on how the increase in traffic would add to the speeding problem through the S-curve on Gulfport Road and there was a blind curve on Yale Drive SE. She was concerned about the impact the project would have on the present drainage problems in the area.

Mr. Jason Combs (resident at Alminar Avenue SE) spoke against the request. He stated that his street was narrow and had a problem with speeders.

Ms. Jennifer Combs (resident at Alminar Avenue SE) spoke against the request. She recently built her home in the area because of the quiet and peaceful neighborhood. The neighborhood children would be affected by the increase in traffic. She suggested that other access points be considered for the development.

Ms. Lola Vaeth (resident at Yakutat Avenue SE) spoke against the request. She was concerned about the various wildlife that would be displaced from the subject site. Driving through the neighborhood to access San Filippo Drive was already a challenge, and the neighborhood children would need sidewalks.

Mr. Carlos Collins (resident at Grapefruit Road SE) spoke against the request. He commented on the wildlife in the area and how scrub jays and tortoises were endangered species.

In response to the comments from the audience, Mr. Moia stated that an environmental impact analysis would be prepared; improvements determined by a traffic study would be met; 50-feet of right-of-way would be dedicated to the City to bring Gulfport Road up to standard; and all other requirements, including strict drainage criteria, would be addressed.

Mr. Weinberg asked if the retention pond would be fenced for safety. Mr. Moia explained that the pond would meet safety slope standards set by the City and the St. Johns River Water Management District to prevent unwarranted accidents. The abutting residents could erect fences.

Mr. Warner wanted to know what the alternative development plan would be if the subject proposal was denied. Mr. Moia remarked that the 27.5 acres planned for open space would be developed as lots. The lot sizes would increase, but the amount of lots would not decrease significantly. He reiterated that the project as requested was based on what was presently occurring in the market.

The floor was closed for public comments.

Motion by Mr. Weinberg, seconded by Ms. Jordan to submit Case PUD-24-2018 to City Council for approval of a Planned Unit Development (PUD) Preliminary Development Plan and rezoning to allow a proposed 77-lot, single-family residential development called Gulfport Key, subject to the staff comments contained in the staff report. The motion carried with members voting as follows:

Mr. Stroder	Aye
Mr. Weinberg	Aye
Ms. Jordan	Aye
Ms. Maragh	Aye
Mr. Pezzillo	Aye
Mr. Warner	Nay
Mr. Woodrum	Nay

5. ♣PUD-25-2018 – PACE DRIVE HOLDINGS, LLC (SCOTT GLAUBITZ, REP.)

Ms. Black presented the staff report for Case PUD-25-2018. The applicant had requested a Planned Unit Development (PUD) Preliminary Development Plan and rezoning to allow a proposed 162-lot, single-family residential development called Palm Vista Everlands. Staff recommended Case PUD-25-2018 for approval, subject to the staff comments contained in the staff report.

RESOLUTION NO. 2018-56

A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, GRANTING PRELIMINARY PLANNED UNIT DEVELOPMENT APPROVAL OF A SINGLE-FAMILY RESIDENTIAL SUBDIVISION TO BE KNOWN AS “GULFPORT KEY PUD” IN RS-2 (SINGLE-FAMILY RESIDENTIAL DISTRICT) ZONING; WHICH PROPERTY IS LOCATED NORTH OF AND ADJACENT TO GULFPORT ROAD, IN THE VICINITY BETWEEN GRAPEFRUIT ROAD AND SABLE CIRCLE, AND LEGALLY DESCRIBED HEREIN; PROVIDING FOR FILING OF THE FINAL PLANNED UNIT DEVELOPMENT APPLICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, application for Preliminary Planned Unit Development (PUD) in RS-2 (Single-Family Residential District) zoning to permit a single-family residential subdivision to be known as “Gulfport Key PUD” on property legally described herein, has been made by Gulfport Key, Inc., and

WHEREAS, the request was duly considered by the Planning and Zoning Board of the City of Palm Bay on October 3, 2018, which voted to recommend to the City Council approval of the application, and

WHEREAS, all provisions applicable to the Preliminary PUD under Chapter 185, Zoning, of the Palm Bay Code of Ordinances, have been satisfied by the applicant, and

WHEREAS, the City Council of the City of Palm Bay has determined that such Preliminary PUD will neither be injurious to adjacent lands nor otherwise detrimental to the public welfare.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The City Council of the City of Palm Bay hereby grants Preliminary PUD approval for “Gulfport Key PUD” on property zoned RS-2 (Single-Family Residential District), which property is legally described as follows:

Lots 5, 6 and 7, Block 677, Port Malabar Unit 15, according the plat thereof as recorded in Plat Book 15, Page 76, of the Public Records of Brevard County, Florida;

TOGETHER WITH:

Tax Parcels 750 and 752, of the Public Records of Brevard County, Florida;
Section 8, Township 29S, Range 37E; containing 20.75 acres, more or less.

SECTION 2. The Preliminary PUD is granted subject to the applicant complying
with the following:

- 1) The Preliminary Development Plan and Agreement submitted as part of the PUD application.
- 2) The Land Development Division Staff Report which is, by reference, incorporated herein as Exhibit "A".
- 3) All provisions of the Code of Ordinances of the City of Palm Bay and all other state and federal rules, regulations, and statutes.

SECTION 3. The developer shall have one (1) year from the date of this resolution in which to file a Final Planned Unit Development application. Failure to file said application within one (1) year shall void the Preliminary PUD approval unless an extension for filing the Final PUD application has been granted by the City Council.

SECTION 4. This resolution shall take effect immediately upon the enactment date.

This resolution was duly enacted at Meeting No. 2018- , of the City Council of the City of Palm Bay, Brevard County, Florida, held on , 2018.

ATTEST:

William Capote, MAYOR

Terese M. Jones, CITY CLERK

Applicant: Gulfport Key, Inc.
Case No.: PUD-24-2018

cc: (date) Applicant
Case File
Brevard County Recording



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager

DATE: November 1, 2018

RE: Pace Drive Holdings, Inc. (Scott Glaubitz, Rep.)

A handwritten signature in blue ink, appearing to read "Gregg Lynk".

Pace Drive Holdings, Inc. (Scott Glaubitz, Rep.) has submitted an application for Preliminary Development Plan approval for Palm Vista Everlands (PUD), consisting of 162 single-family residential lots, eastside of the St. Johns Heritage Parkway, which is property adjacent to the Northern Right-of-Way of the Water Control District of Brevard County Canal Number One and North of the City of Palm Bay Regional Park.

REQUESTING DEPARTMENT:

Community Planning and Economic Development

STAFF RECOMMENDATION:

Case PUD-25-2018 is recommended for approval, subject to the staff comments contained in the staff report.

Planning and Zoning Board Recommendation:

Approval of the request by a vote of 5 to 2.

Attachments: 1) Case No. PUD-25-2018

EJB/cp/ab



LAND DEVELOPMENT DIVISION
120 MALABAR ROAD SE
PALM BAY, FL 32907
T: 321-733-3042 F: 321-953-8920

STAFF REPORT

PREPARED BY:
Karen M. Black
Planner II

CASE NUMBER
PUD-25-2018

APPLICANT/PROPERTY OWNER

~~Palm Vista Preserve, LLC/ Jeff Alexander, Lennar~~ Pace Drive Holdings, Inc.
(Scott Glaubitz, Rep.)

PLANNING & ZONING BOARD HEARING DATE

October 3, 2018

PROPERTY LOCATION/ADDRESS

Parcel ID No. 28-36-28-00-1
Eastside of the St. Johns Heritage Parkway, adjacent to the Northern Right-of-Way of the Water Control District of Brevard County Canal Number One and North of the City of Palm Bay Regional Park.

SUMMARY OF REQUEST

The applicant is seeking Preliminary Development Plan Approval of Palm Vista Everlands (PUD), consisting of 162 single-family residential lots.

EXISTING ZONING	EXISTING FUTURE LAND USE	SITE IMPROVEMENTS	SITE ACREAGE	SURROUNDING ZONING & LAND USE
<p>AU (County)</p>	<p>SFR Single Family Residential</p>	<p>Vacant</p>	<p>50.4</p>	<p>N: AU, Ag County; Vacant single-family residential E: AU Ag County; Vacant single-family residential S: GU General Use Holding; WCDSB Canal 1 W: AU, Ag County sin; St. Johns Heritage Parkway</p>

PROPERTY HISTORY

The initial Preliminary Development Plan for Palm Vista Preserve received approval from the City Council at its Regular Meeting, held January 20, 2005, (Case PUD-3-2005), and, after multiple extensions, expired on August 6, 2017. This application is for a new Planned Unit Development (PUD) on a portion of the previous lands designated as Palm Vista Preserve. The new development will be known as Palm Vista Everlands and will consist of 162 single-family residences.

COMPATIBILITY with the COMPREHENSIVE PLAN

Once approved, the tentative Planned Unit Development (PUD) Zoning will be consistent with Single-Family Residential uses, which have already been incorporated into the City's Comprehensive Plan.

COMPATIBILITY with the CODE OF ORDINANCES

The FLU Map (SFR) and tentative Zoning are compatible. The Preliminary Development Plan will need to be approved to establish tentative PUD zoning, prior to Final plan approval in accordance with the requirements of the City's Land Development Code.

STAFF RECOMMENDATION:

TRANSMIT ☐APPROVE ☐APPROVE WITH CONDITIONS ☒DENY ☐

BACKGROUND:

The proposed Preliminary Development consist of 50.4 acres of land to be developed into 162 single-family residential lots, recreation and open space, and a stormwater management lake. The proposed density is 3.21 units per acre, which is below the maximum density defined in the City's Comprehensive Plan for Single-Family Residential (5 units per acre). Per the plan, the minimum lot width is 50-feet, and minimum lot depth is 125-feet, for a minimum lot area of 6,250 square feet (0.143 acre). Access to the development is from Pace Drive. Public water and sewer will be extended to the development by the developer. A sanitary lift station will be provided. The plan incorporates buffer areas, a portion of the lake, and swimming pool for the residents, to provide 22.68 acres of open space, which exceeds the minimum open space requirement.

ANALYSIS:

1. In order to receive Preliminary Development Plan approval, the proposal must meet the requirements of Chapter 185.066 of the City of Palm Bay's Code of Ordinances. Upon review, it appears that the request is in conformance with the applicable requirements of this chapter. The following analysis of the reviewing criteria is provided:

- a. *Degree of departure of proposed planned unit development from surrounding residential areas in terms of character and density.*

The City of Palm Bay Regional Park is located directly to the south of the subject property. To the east, single-family residential lots are zoned RS-2, with a minimum lot size of 75' x 100'. The character of these areas is low density and recreational in nature. The proposed development is consistent with this character and the degree of departure from the surrounding area is minimal.

To support the character and density of the surrounding area, the following zoning provisions are designed and listed on the plan:

1. Minimum lot area: 6,250 square feet or 0.143 acre
2. Minimum lot width: 50 feet
3. Minimum lot length: 125 feet
4. Maximum height: 2 stories
5. Minimum floor living area: 800 square feet
6. Minimum yard requirements:
 - a. Front: 25 feet
 - b. Side: 3 feet/7 feet
 - c. Side Corner: 20 feet
 - d. Rear: 20 feet
7. Minimum building separation: 10 feet
8. Minimum Open Space required: 25% of overall site acreage: 12.6 acres.

b. *Compatibility within the planned unit development and relationship with surrounding neighborhoods.*

Most of the property to the north and west of the subject property is currently vacant land. Residential lots of similar size have been approved to the southwest of the subject property as part of the St Johns Preserve, Phase 1 development. The proposed plan for single-family residential lots is consistent with surrounding neighborhoods.

c. *Prevention of erosion and degrading of surrounding area.*

The developer will provide sufficient precaution for erosion control to prevent pollution of water and impacts to public or private property as required by the Land Development Code during the construction plan review process.

d. *Provision for future public education and recreation facilities, transportation, water supply, sewage disposal, surface drainage, flood control and soil conservation as shown in the preliminary development plan.*

1. A School Capacity Availability Determination Letter (SCADL), dated June 22, 2018, for Palm Vista Phase 1, indicates sufficient capacity for the total projected student membership to accommodate the proposed 162 single-family dwelling units. The School Capacity Reservation is valid for 2 years from the date of the SCADL letter.
2. The site is currently within FEMA Flood Zone AE per FEMA Flood Insurance Rate Map Number 12009C0590G, effective 03/17/2014. Per the LOMA Depot in Washington, D.C., the developer is required to apply for a "Conditional Letter of Map Amendment/Revision" (CLOMR). FEMA must review any subdivision plans and make recommendations if necessary before the City approves plans for Construction or issues any permits. An approved LOMR-F will be required for this project upon completion.
3. The subject property is located within the City of Palm Bay Service areas for Water and Sewer. These utility lines will be extended into the PUD to provide for adequate utility services. Additional lift stations will be added as required.

e. *The nature, intent and compatibility of common open space, including the proposed method for the maintenance and conservation of the common open space.*

The nature of the proposed open space is primarily passive in nature providing buffers and a portion of surface water to meet the 25 percent minimum open space requirements. Maintenance of all common and open space areas will be the responsibility of a future Homeowners Association.

f. *The feasibility and compatibility of the development plan to function as an independent development.*

The proposed Preliminary Development Plan indicates that the development can function as an independent development meeting the requirements for density and intensity, infrastructure, stormwater management, open space, and access.

- g. *The availability and adequacy of primary streets and thoroughfares to support traffic to be generated within the proposed planned unit development.*

A traffic study was performed by LTG, Inc., dated May 2018, evaluating the impact of the proposed 162 residential lots. The report specifies three unsignalized intersections which are anticipated to operate outside of the adopted LOS: St Johns Heritage Parkway and Malabar Road; St Johns Heritage Parkway and Emerson Drive, and Glencove Avenue and Emerson Drive. The access review indicates that the exclusive westbound left-turn and the exclusive eastbound right-turn lanes are not warranted at the intersection of Pace Drive and Project Driveway under build-out conditions. The project will be responsible for a Proportionate Fair Share of the improvements needed to meet concurrency requirements, in accordance with Florida Statue 163.3180 and City Code Chapter 171.

- h. *The availability and adequacy of water and sewer service to support the proposed planned unit development.*

The proposed development will connect to the City's water and sewer system, at the owner/developer's expense. A City of Palm Bay "Utility Agreement" shall be executed between the Property Owner and the City. All Utility impact/connection charges noted in the "Utility Agreement" must be paid as outlined in the terms and conditions of the Utility Agreement [§ 171.50 – Water and Wastewater Impact Fees]- All fees are subject to change annually on October 1. The Property Owner shall submit a certified copy of the property deed as verification of ownership as part of the Utility Agreement.

- i. *The benefits within the proposed development and to the general public to justify the requested departure from standard land use requirements inherent in a planned unit development classification.*

As part of the proposed development, deviations in lots size, lot coverage and setbacks are proposed which vary from those found in the standard residential zoning classifications. While departing from the strict application of conventional residential districts, the development does not:

- offer a full range of residence types or commercial uses designed to serve the development,
- utilize innovative techniques to enhance the visual character of the City,
- efficiently use land to reduce street and utility networks.

- j. *The conformity and compatibility of the planned unit development within any adopted development plan of the city.*

The tentative Preliminary Development Plan is consistent with the Planned Unit Development zoning designation (Section 185.066). The density and intensity of the proposed development meets the Single Family Residential land use policy found in the City's Comprehensive Plan.

- k. *The conformity and compatibility of the proposed common open space, primary residential and secondary nonresidential uses within the proposed planned unit development.*

The proposed residential development and associated common open space are compatible and conform to the requirement of Section 185.066 and related City land development codes. The plan does not incorporate nonresidential uses.

2. The developer shall have one (1) year from the approval of the preliminary development plan for a planned unit development zone in which to file a final development plan application.

SUMMARY:

The applicant is seeking Preliminary Development Plan Approval for Palm Vista Everlands PUD, consisting of 162 single-family residential lots.

STAFF RECOMMENDATION:

Staff recommends approval of Case PUD-25-2018, subject to the staff comments contained in this report



AERIAL LOCATION MAP CASE NO. PUD-25-2018

Subject Property

South East of and adjacent to the intersection of St. Johns Heritage Parkway NW and Pace Dr NW, Palm Bay, FL



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



ZONING MAP CASE NO. PUD-25-2018

Subject Property

South East of and adjacent to the intersection of St. Johns Heritage Parkway NW and Pace Dr NW, Palm Bay, FL

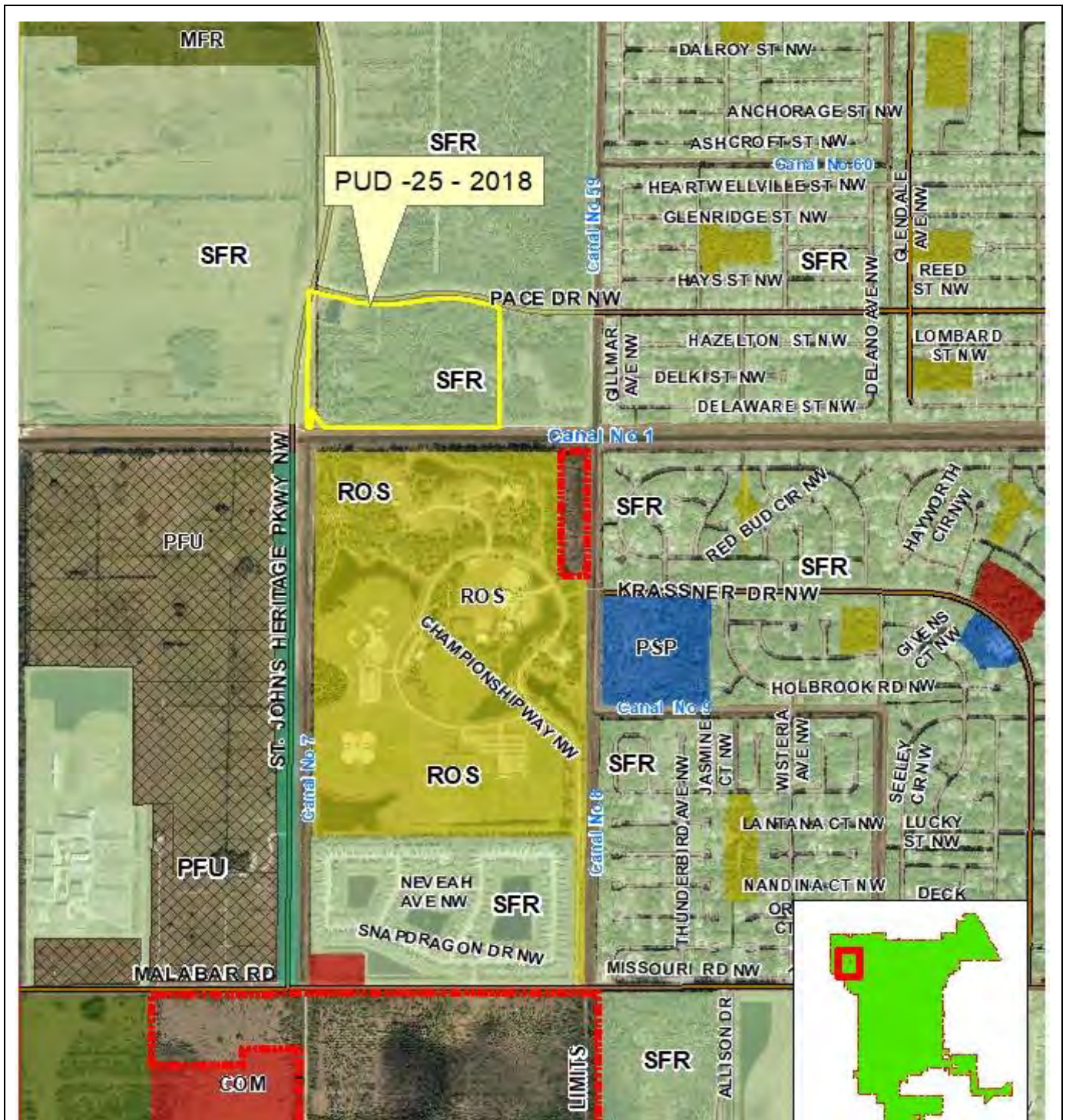
Current Zoning Classification

PUD – Planned Unit Development

Map for illustrative purposes only. Not to be construed as binding or as a survey



Not to Scale



FUTURE LAND USE MAP CASE NO. PUD-25-2018

Subject Property

South East of and adjacent to the intersection of St. Johns Heritage Parkway NW and Pace Dr NW, Palm Bay, FL

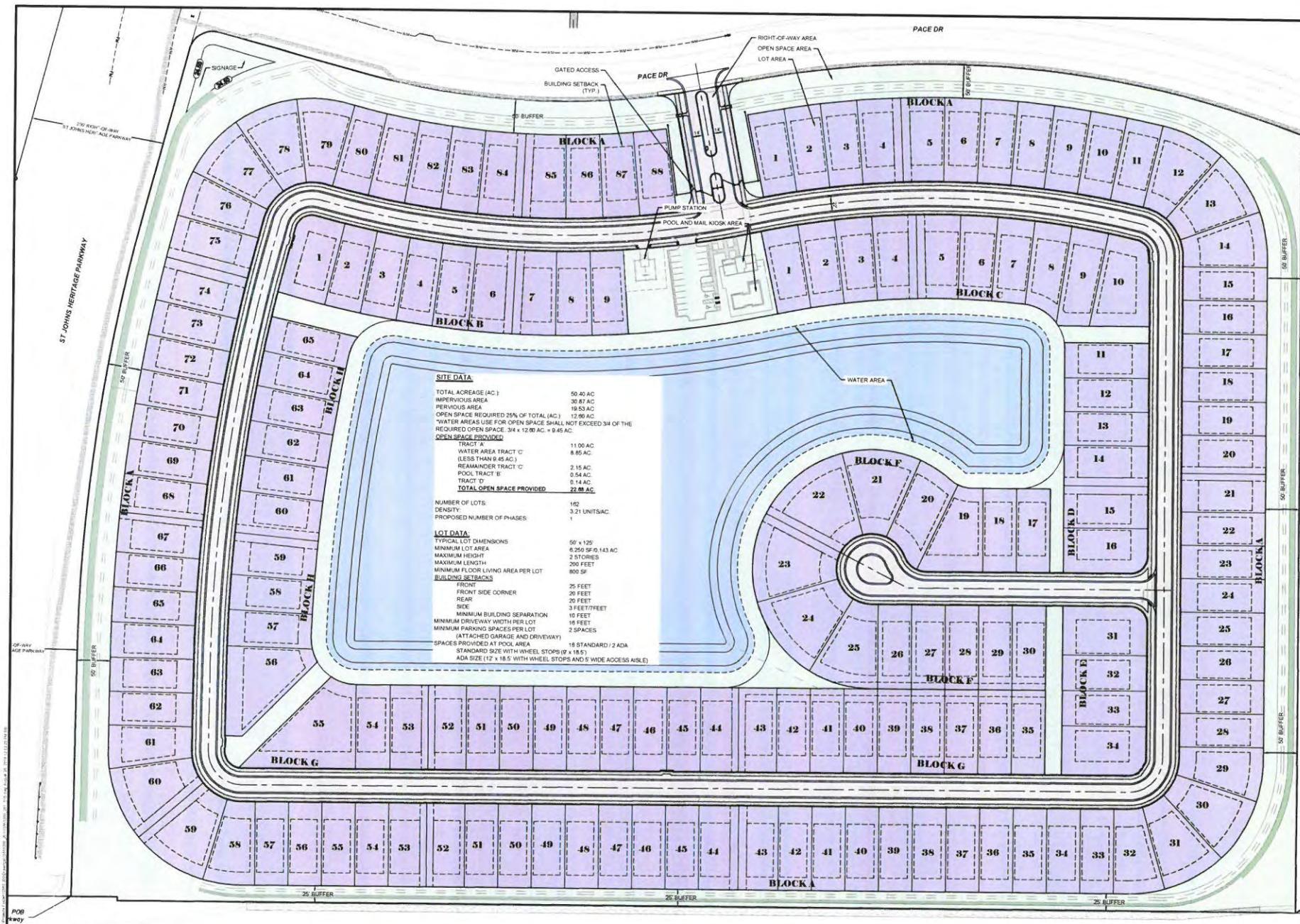
Future Land Use Classification

SFR - Single Family Residential

Map for illustrative purposes only. Not to be construed as binding or as a survey



Not to Scale



B.S.E. CONSULTANTS, INC.
CONSULTING ENGINEERS
LAND SURVEYORS

REGISTERED PROFESSIONAL ENGINEER
STATE OF FLORIDA, No. 12454
REGISTERED PROFESSIONAL LAND SURVEYOR
STATE OF FLORIDA, No. 12454

SCOTT M. GLAUBERT, P.E. & P.L.S.
STATE OF FLORIDA, No. 12454

HASSAN A. KHALIL, P.E.
STATE OF FLORIDA, No. 12454



DATE	05/28/18
DESIGN/DRAWN	SMG/END
PROJECT TITLE	PALM VISTA EVERLANDS
SHEET TITLE	PUD APPLICATION GENERAL SITE PLAN
PROJECT NO.	10860-300
DRAWING NO.	10860-300_01_015
SHEET	1 of 2



Land Development Division
120 Malabar Road SE
Palm Bay, FL 32907
321-733-3042
Landdevelopment@palmbayflorida.org

PLANNED UNIT DEVELOPMENT APPLICATION (PUD) PRELIMINARY DEVELOPMENT PLAN

This application must be completed, legible, and returned, with all enclosures referred to herein, to the Land Development Division, Palm Bay, Florida, between 8:30 a.m. and 5:00 p.m., Monday through Friday, to be processed for consideration by the Planning and Zoning Board. The application will then be referred by the Planning and Zoning Board for study and recommendation to the City Council. You or your representative are required to attend the meeting(s) and will be notified by mail of the date and time of the meeting(s). The Planning and Zoning Board holds their regular meeting the first Wednesday of every month at 7:00 p.m. in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida, unless otherwise stated.

1) APPLICANT-DEVELOPER (Type or print) Pace Drive Holdings, LLC

ADDRESS 8895 N. Military Trail Suite 101-B

CITY Palm Beach Gardens STATE FL ZIP 33410

PHONE # 561-345-6704 FAX # _____

E-MAIL ADDRESS jeff.alexander@lennar.com

2) ENGINEER Scott M. Glaubitz, P.E., P.L.S.

ADDRESS 312 S. Harbor City Blvd. Suite 4

CITY Melbourne STATE FL ZIP 32901

PHONE # 321-725-3674 FAX # 321-723-1159

E-MAIL ADDRESS info@bseconsult.com

3) SURVEYOR Leslie E. Howard - B.S.E. Consultants, Inc.

ADDRESS 312 S. Harbor City Blvd Suite 4

CITY Melbourne STATE FL ZIP 32901

PHONE # 321-725-3674 FAX # 321-723-1159

E-MAIL ADDRESS lhoward@bseconsult.com

4) NAME OF PROPOSED DEVELOPMENT Palm Vista Everlands

5) LEGAL DESCRIPTION OF PROPERTY COVERED BY THIS APPLICATION:

Sse Attached

SECTION 28 and 29 TOWNSHIP 28 South RANGE 36 East

CITY OF PALM BAY, FLORIDA
PLANNED UNIT DEVELOPMENT APPLICATION
PRELIMINARY DEVELOPMENT PLAN
PAGE 2 OF 3

- 6) SIZE OF AREA COVERED BY THIS APPLICATION (calculate acreage): 50.4
- 7) TWO (2) COPIES OF THE FOLLOWING EXHIBITS SHALL BE ATTACHED TO THE PRELIMINARY APPLICATION. THE EXHIBITS SHALL ALSO BE PROVIDED BY CD OR MEMORY DRIVE.
- A) Vicinity map clearly outlining subject PUD and showing the relationship between the PUD and its surrounding area including adjacent streets and thoroughfares.
 - B) Development plan that shall contain, but not be limited to the following information:
 - 1) Proposed name or title of project, the name of the engineer, architect, and developer.
 - 2) North arrow, scale (1 inch = 200 feet or larger), date and legal description of the proposed site.
 - 3) Boundaries of tract shown with bearings, distances, closures, and bulkhead liner. All existing easements, section lines, and all existing streets and physical features in and adjoining the project, and the existing zoning.
 - 4) Proposed parks, school sites, or other public or private open space.
 - 5) Off-street parking, loading areas, driveways and access points.
 - 6) Site data including tabulation of the total number of gross acres in the project, the acreage to be devoted to each of the several types of primary residential and secondary non-residential uses, and the total number of dwelling units, the maximum height of all structures, the minimum setbacks of all structures (and parking areas) and the total area of pervious and impervious surfaces.
 - 7) Delineation of phased development, if applicable.
 - 8) Proposed means of drainage for the site.
 - C) Schematic drawing of the elevation and architectural construction of the proposed primary and secondary nonresidential structures.
- 8) PROCESSING.
- A) The Land Development Division shall process and coordinate the review of the preliminary development plan by the appropriate city departments. The appropriate city departments are to review and comment on the submitted information. Written comments from the city departments are to be returned to the Land Development Division to be incorporated into a staff report generated by the Land Development Division. The staff report is submitted to the Planning and Zoning Board at the time of the next regular meeting of the board.
 - B) Courtesy notice letters of the meeting are to be sent to the owners of abutting and opposite properties of the proposed subdivision. Failure to mail or receive such courtesy notice shall not affect any action or proceedings taken however. Notice of such a meeting shall also be posted on the property for which subdivision is sought.
- 9) THE FOLLOWING ENCLOSURES ARE NEEDED TO COMPLETE THIS APPLICATION:
- ☒ *A \$750.00 application fee shall accompany the Preliminary PUD application for the purposes of administration. Make check payable to "City of Palm Bay."
 - ☒ Vicinity Map (see Item 7).
 - ☒ Development Plan (see Item 7).

CITY OF PALM BAY, FLORIDA
PLANNED UNIT DEVELOPMENT APPLICATION
PRELIMINARY DEVELOPMENT PLAN
PAGE 3 OF 3

- ☒ Schematic Drawing (see Item 7).
- ☒ List of all adjacent property owners and property owners directly opposite of the property covered by this application, together with mailing addresses (including zip codes) and legal descriptions. (This can be obtained for a fee from the Brevard County Planning and Zoning Department at 321-633-2060.)
- ☒ Citizen Participation Plan. Refer to Section 169.005 of the Land Development Codes for guidelines.
- ☒ School Board of Brevard County School Impact Analysis Application (if applicable).
- ☒ Sign(s) posted on the subject property. Refer to Section 51.07(C) of the Legislative Code for guidelines.
- ☒ Where property is not owned by the applicant, a letter must be attached giving the notarized consent of the owner to the applicant to request the preliminary planned unit development.

I, THE UNDERSIGNED UNDERSTAND THAT THIS APPLICATION MUST BE COMPLETE AND ACCURATE BEFORE CONSIDERATION BY THE PLANNING AND ZONING BOARD/LOCAL PLANNING AGENCY, AND CERTIFY THAT ALL THE ANSWERS TO THE QUESTIONS IN SAID APPLICATION, AND ALL DATA AND MATTER ATTACHED TO AND MADE A PART OF SAID APPLICATION ARE HONEST AND TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING PRELIMINARY PLANNED UNIT DEVELOPMENT (PUD) APPLICATION AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant



Date

8/29/18

Printed Name of Applicant

Scott M. Glaubitz, P.E., P.L.S.

*NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY


DESCRIPTION

A PARCEL OF LAND IN SECTION 28 AND 29, TOWNSHIP 28 SOUTH, RANGE 36 EAST, BREVARD COUNTY, FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 28 SOUTH, RANGE 36 EAST, AND RUN N00°42'46"E ALONG THE EAST LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 28 A DISTANCE OF 112.52 FEET; THENCE S89°44'39"W A DISTANCE OF 47.01 FEET TO THE NORTH RIGHT-OF-WAY OF WATER CONTROL DISTRICT OF BREVARD CANAL NUMBER ONE (A 225 FOOT RIGHT-OF-WAY); THENCE S89°44'39"W ALONG SAID NORTH LINE OF CANAL NUMBER ONE A DISTANCE OF 831.51 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL; THENCE CONTINUE S89°44'39"W, ALONG SAID NORTH RIGHT-OF-WAY OF CANAL NUMBER ONE, A DISTANCE OF 1759.16 FEET TO THE WEST LINE OF SAID SECTION 28; THENCE N0°38'41"E, ALONG SAID WEST LINE OF SECTION 28, A DISTANCE OF 6.00 FEET; THENCE S89°48'32"W, ALONG SAID NORTH RIGHT-OF-WAY LINE OF CANAL NUMBER ONE (A 237 FOOT RIGHT-OF-WAY), A DISTANCE OF 69.08 FEET TO THE SOUTHEAST CORNER OF ST. JOHNS HERITAGE PARKWAY, AS DESCRIBED IN OFFICIAL RECORDS BOOK 6149, PAGE 2602, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE ALONG THE EAST RIGHT-OF-WAY OF SAID ST. JOHNS HERITAGE PARKWAY THE FOLLOWING THREE (3) COURSES AND DISTANCES: 1) N00°41'01"E, A DISTANCE OF 343.23 FEET TO THE BEGINNING OF A CURVE TO THE RIGHT; 2) THENCE ALONG THE ARC OF SAID CURVE, (SAID CURVE BEING CURVED CONCAVE TO THE EAST AND HAVING A RADIUS OF 2700.00 FEET, A CENTRAL ANGLE OF 14°28'43", A CHORD LENGTH OF 680.48 FEET AND A CHORD BEARING OF N07°55'20"E), A DISTANCE OF 682.29 FEET TO THE END OF SAID CURVE; 3) THENCE N15°09'41"E, A DISTANCE OF 258.03 FEET TO THE SOUTHWEST CORNER OF PACE DRIVE, AS DESCRIBED IN OFFICIAL RECORDS BOOK 6149, PAGE 2602, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA AND THE BEGINNING OF A CURVE TO THE RIGHT; THENCE ALONG THE SOUTH RIGHT-OF-WAY LINE OF SAID PACE DRIVE THE FOLLOWING FIVE (5) COURSES AND DISTANCES: 1) THENCE ALONG THE ARC OF SAID CURVE, (SAID CURVE BEING CURVED CONCAVE TO THE SOUTHEAST AND HAVING A RADIUS OF 35.00 FEET, A CENTRAL ANGLE OF 89°57'24", A CHORD DISTANCE OF 49.48 FEET, AND A CHORD BEARING OF N60°08'24"E), A DISTANCE OF 54.95 FEET TO THE END OF SAID CURVE; 2) THENCE S74°52'54"E, A DISTANCE OF 222.09 FEET TO THE BEGINNING OF A CURVE TO THE LEFT; 3) THENCE ALONG THE ARC OF SAID CURVE, (SAID CURVE BEING CURVED CONCAVE TO THE NORTH AND HAVING A RADIUS OF 1140.00 FEET, A CENTRAL ANGLE OF 27°34'32", A CHORD LENGTH OF 543.38 FEET, AND A CHORD BEARING OF S88°40'09"E), A DISTANCE OF 548.66 FEET TO A POINT OF REVERSE CURVATURE; 4) THENCE ALONG THE ARC OF SAID CURVE, (SAID CURVE BEING CURVED CONCAVE TO THE SOUTH AND HAVING A RADIUS OF 1500.00 FEET, A CENTRAL ANGLE OF 32°56'36", A CHORD LENGTH OF 850.62 FEET, AND A CHORD BEARING OF S85°59'07"E), A DISTANCE OF 862.45 FEET TO A POINT OF REVERSE CURVATURE; 5) THENCE ALONG THE ARC OF SAID CURVE, (SAID CURVE BEING CURVED CONCAVE TO THE NORTH AND HAVING A RADIUS OF 1542.49 FEET, A CENTRAL ANGLE OF 00°26'48", A CHORD LENGTH OF 12.02 FEET, AND A CHORD BEARING OF S69°44'13"E), A DISTANCE OF 12.02 FEET TO THE NORTHWEST CORNER OF PARCEL G, AS DESCRIBED IN OFFICIAL RECORDS BOOK 5468, PAGE 6880, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE S00°07'38"E, ALONG THE WEST LINE OF SAID PARCEL G, A DISTANCE OF 1155.02 FEET TO THE POINT OF BEGINNING. CONTAINING 50.4 ACRES MORE OR LESS.

AUTHORIZATION TO ACT AS AGENT

I, Mr. Daniel Grosswald, Division President of Lennar Homes, LLC, hereby authorize Scott M. Glaubitz, P.E., P.L.S., President; Hassan Kamal, P.E., Vice President; Ana Saunders, P.E., Project Engineer; or Ken A. Ludwa, P.E., Project Engineer, of B.S.E. Consultants, Inc., to act as agent in all permitting and certification matters for Palm Vista – Southeast Corner (subdivision) in Palm Bay, Brevard County, Florida. This authorization shall include all engineering and permitting services for this subdivision/site. In addition, upon receipt of written consent from Lennar Homes, LLC in each instance, I authorize the above listed agent to bind me, or my corporation, to perform any requirements which may be necessary to procure permits or authorizations.


Signature

Mr. Daniel Grosswald, Division President
Lennar Homes LLC

Sworn to and subscribed before me this 19 day of July, 2018 by Daniel Grosswald who is personally known to me and who (did) (did not) take an oath.

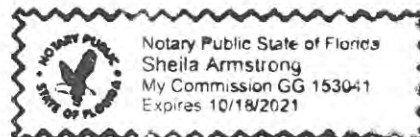

NOTARY PUBLIC AT LARGE



STATE OF FLORIDA,
COUNTY OF BREVARD

On this 26th day of July, 2018 I attest that the preceding document is a true, exact, complete, and unaltered photocopy made by me of the AUTHORIZATION TO ACT AS AGENT presented to me by the document's custodian, Scott M. Glaubitz, P.E., P.L.S. and, to the best of my knowledge, that the photocopied document is neither a public record nor a publicly recordable document, certified copies of which are not available from an official source other than a notary public.


NOTARY PUBLIC AT LARGE



CITY OF PALM BAY, FLORIDA
PLANNING AND ZONING BOARD/
LOCAL PLANNING AGENCY
REGULAR MEETING NO. 2018-10

Held on Wednesday, October 3, 2018, in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Land Development Division, Palm Bay, Florida. The minutes are not a verbatim transcript but a brief summary of the discussions and actions taken at this meeting.

Mr. Wendall Stroderd called the meeting to order at approximately 7:00 p.m.

Mr. Rainer Warner led the Pledge of Allegiance to the Flag.

ROLL CALL:

CHAIRPERSON:	Wendall Stroderd	Present
VICE CHAIRPERSON:	Philip Weinberg	Present
MEMBER:	Leeta Jordan	Present
MEMBER:	Khalilah Maragh	Present
MEMBER:	William Pezzillo	Present
MEMBER:	Rainer Warner	Present
MEMBER:	Thomas "Woody" Woodrum	Present
MEMBER:	Donny Felix (School Board Appointee)	Present

CITY STAFF: Present were Ms. Elizabeth Beam, Assistant Community Planning and Economic Development Director; Mr. Christopher Balter, Planner II; Ms. Karen Black, Planner II; Ms. Chandra Powell, Recording Secretary; Mr. James Stokes, Board Attorney.

ADOPTION OF MINUTES:

1. Regular Planning and Zoning Board/Local Planning Agency Meeting No. 2018-09. Motion by Mr. Weinberg, seconded by Ms. Maragh to approve the minutes as presented. The motion carried with members voting unanimously.

ANNOUNCEMENTS:

1. Mr. Stroderd addressed the audience on the meeting procedures and explained that the Planning and Zoning Board/Local Planning Agency consists of volunteers who act as an advisory board to City Council.

In response to the comments from the audience, Mr. Moia stated that an environmental impact analysis would be prepared; improvements determined by a traffic study would be met; 50-feet of right-of-way would be dedicated to the City to bring Gulfport Road up to standard; and all other requirements, including strict drainage criteria, would be addressed.

Mr. Weinberg asked if the retention pond would be fenced for safety. Mr. Moia explained that the pond would meet safety slope standards set by the City and the St. Johns River Water Management District to prevent unwarranted accidents. The abutting residents could erect fences.

Mr. Warner wanted to know what the alternative development plan would be if the subject proposal was denied. Mr. Moia remarked that the 27.5 acres planned for open space would be developed as lots. The lot sizes would increase, but the amount of lots would not decrease significantly. He reiterated that the project as requested was based on what was presently occurring in the market.

The floor was closed for public comments.

Motion by Mr. Weinberg, seconded by Ms. Jordan to submit Case PUD-24-2018 to City Council for approval of a Planned Unit Development (PUD) Preliminary Development Plan and rezoning to allow a proposed 77-lot, single-family residential development called Gulfport Key, subject to the staff comments contained in the staff report. The motion carried with members voting as follows:

Mr. Stroder	Aye
Mr. Weinberg	Aye
Ms. Jordan	Aye
Ms. Maragh	Aye
Mr. Pezzillo	Aye
Mr. Warner	Nay
Mr. Woodrum	Nay

5. ♣PUD-25-2018 – PACE DRIVE HOLDINGS, LLC (SCOTT GLAUBITZ, REP.)

Ms. Black presented the staff report for Case PUD-25-2018. The applicant had requested a Planned Unit Development (PUD) Preliminary Development Plan and rezoning to allow a proposed 162-lot, single-family residential development called Palm Vista Everlands. Staff recommended Case PUD-25-2018 for approval, subject to the staff comments contained in the staff report.

Mr. Weinberg asked if the development would be a gated community with a single ingress/egress. Mr. Kenneth Ludwa with BSE Consultants, Inc. (representative for the applicant) stated that this was correct, and that the single access for the gated community would be off of Pace Drive NW.

Ms. Maragh inquired whether a tree survey was prepared for the project. Ms. Beam commented that the tree survey was not required at this time.

The floor was opened and closed for public comments; there were no comments from the audience, and there was no correspondence in the file.

Motion by Ms. Jordan, seconded by Mr. Weinberg to submit Case PUD-25-2018 to City Council for approval of a Planned Unit Development (PUD) Preliminary Development Plan and rezoning to allow a proposed 162-lot, single-family residential development called Palm Vista Everlands, subject to the staff comments contained in the staff report.

Ms. Maragh asked if a Citizen Participation Plan (CPP) meeting was held. Mr. Ludwa stated that the CPP meeting was held and no one besides himself had attended.

A vote was called on the motion by Ms. Jordan, seconded by Mr. Weinberg to submit Case PUD-25-2018 to City Council for approval of a Planned Unit Development (PUD) Preliminary Development Plan and rezoning to allow a proposed 162-lot, single-family residential development called Palm Vista Everlands, subject to the staff comments contained in the staff report. The motion carried with members voting as follows:

Mr. Stroder	Aye
Mr. Weinberg	Aye
Ms. Jordan	Aye
Ms. Maragh	Nay
Mr. Pezzillo	Aye
Mr. Warner	Aye
Mr. Woodrum	Nay

RESOLUTION NO. 2018-57

A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, GRANTING APPROVAL FOR A PLANNED UNIT DEVELOPMENT (PUD) PRELIMINARY DEVELOPMENT PLAN OF A SINGLE-FAMILY RESIDENTIAL SUBDIVISION TO BE KNOWN AS “PALM VISTA EVERLANDS PUD” IN AU (AGRICULTURAL RESIDENTIAL) (BREVARD COUNTY) ZONING; WHICH PROPERTY IS LOCATED SOUTHEAST OF AND ADJACENT TO THE INTERSECTION OF ST. JOHNS HERITAGE PARKWAY AND PACE DRIVE, AND LEGALLY DESCRIBED HEREIN; PROVIDING FOR FILING OF THE FINAL PLANNED UNIT DEVELOPMENT APPLICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, application for Planned Unit Development (PUD) Preliminary Development Plan in AU (Agricultural Residential)(Brevard County) zoning to permit a single-family residential subdivision to be known as “Palm Vista Everlands PUD” on property legally described herein, has been made by Pace Drive Holdings, LLC, and

WHEREAS, the request was duly considered by the Planning and Zoning Board of the City of Palm Bay on October 3, 2018, which voted to recommend to the City Council approval of the application, and

WHEREAS, all provisions applicable to the Preliminary PUD under Chapter 185, Zoning, of the Palm Bay Code of Ordinances, have been satisfied by the applicant, and

WHEREAS, the City Council of the City of Palm Bay has determined that such Preliminary PUD will neither be injurious to adjacent lands nor otherwise detrimental to the public welfare.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The City Council of the City of Palm Bay hereby grants PUD Preliminary Development Plan approval for “Palm Vista Everlands PUD” on property zoned AU (Agricultural Residential)(Brevard County), which property is legally described herein as Exhibit “A”.

SECTION 2. The PUD Preliminary Development Plan is granted subject to the applicant complying with the following:

- 1) The Preliminary Development Plan and Agreement submitted as part of the PUD application.
- 2) The Land Development Division Staff Report which is, by reference, incorporated herein as Exhibit "A".
- 3) All provisions of the Code of Ordinances of the City of Palm Bay and all other state and federal rules, regulations, and statutes.

SECTION 3. The developer shall have one (1) year from the date of this resolution in which to file a Final PUD application. Failure to file said application within one (1) year shall void the PUD Preliminary Development Plan approval unless an extension for filing the Final PUD application has been granted by the City Council.

SECTION 4. This resolution shall take effect immediately upon the enactment date.

This resolution was duly enacted at Meeting No. 2018- , of the City Council of the City of Palm Bay, Brevard County, Florida, held on , 2018.

ATTEST:

William Capote, MAYOR

Terese M. Jones, CITY CLERK

Applicant: Pace Drive Holdings, LLC
Case No.: PUD-25-2018

cc: (date) Applicant
Case File
Brevard County Recording

DESCRIPTION


A PARCEL OF LAND IN SECTION 28 AND 29, TOWNSHIP 28 SOUTH, RANGE 36 EAST, BREVARD COUNTY, FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 28 SOUTH, RANGE 36 EAST, AND RUN N00°42'46"E ALONG THE EAST LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 28 A DISTANCE OF 112.52 FEET; THENCE S89°44'39"W A DISTANCE OF 47.01 FEET TO THE NORTH RIGHT-OF-WAY OF WATER CONTROL DISTRICT OF BREVARD CANAL NUMBER ONE (A 225 FOOT RIGHT-OF-WAY); THENCE S89°44'39"W ALONG SAID NORTH LINE OF CANAL NUMBER ONE A DISTANCE OF 831.51 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL; THENCE CONTINUE S89°44'39"W, ALONG SAID NORTH RIGHT-OF-WAY OF CANAL NUMBER ONE, A DISTANCE OF 1759.16 FEET TO THE WEST LINE OF SAID SECTION 28; THENCE N0°38'41"E, ALONG SAID WEST LINE OF SECTION 28, A DISTANCE OF 6.00 FEET; THENCE S89°48'32"W, ALONG SAID NORTH RIGHT-OF-WAY LINE OF CANAL NUMBER ONE (A 237 FOOT RIGHT-OF-WAY), A DISTANCE OF 69.08 FEET TO THE SOUTHEAST CORNER OF ST. JOHNS HERITAGE PARKWAY, AS DESCRIBED IN OFFICIAL RECORDS BOOK 6149, PAGE 2602, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE ALONG THE EAST RIGHT-OF-WAY OF SAID ST. JOHNS HERITAGE PARKWAY THE FOLLOWING THREE (3) COURSES AND DISTANCES: 1) N00°41'01"E, A DISTANCE OF 343.23 FEET TO THE BEGINNING OF A CURVE TO THE RIGHT; 2) THENCE ALONG THE ARC OF SAID CURVE, (SAID CURVE BEING CURVED CONCAVE TO THE EAST AND HAVING A RADIUS OF 2700.00 FEET, A CENTRAL ANGLE OF 14°28'43", A CHORD LENGTH OF 680.48 FEET AND A CHORD BEARING OF N07°55'20"E), A DISTANCE OF 682.29 FEET TO THE END OF SAID CURVE; 3) THENCE N15°09'41"E, A DISTANCE OF 258.03 FEET TO THE SOUTHWEST CORNER OF PACE DRIVE, AS DESCRIBED IN OFFICIAL RECORDS BOOK 6149, PAGE 2602, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA AND THE BEGINNING OF A CURVE TO THE RIGHT; THENCE ALONG THE SOUTH RIGHT-OF-WAY LINE OF SAID PACE DRIVE THE FOLLOWING FIVE (5) COURSES AND DISTANCES: 1) THENCE ALONG THE ARC OF SAID CURVE, (SAID CURVE BEING CURVED CONCAVE TO THE SOUTHEAST AND HAVING A RADIUS OF 35.00 FEET, A CENTRAL ANGLE OF 89°57'24", A CHORD DISTANCE OF 49.48 FEET, AND A CHORD BEARING OF N60°08'24"E), A DISTANCE OF 54.95 FEET TO THE END OF SAID CURVE; 2) THENCE S74°52'54"E, A DISTANCE OF 222.09 FEET TO THE BEGINNING OF A CURVE TO THE LEFT; 3) THENCE ALONG THE ARC OF SAID CURVE, (SAID CURVE BEING CURVED CONCAVE TO THE NORTH AND HAVING A RADIUS OF 1140.00 FEET, A CENTRAL ANGLE OF 27°34'32", A CHORD LENGTH OF 543.38 FEET, AND A CHORD BEARING OF S88°40'09"E), A DISTANCE OF 548.66 FEET TO A POINT OF REVERSE CURVATURE; 4) THENCE ALONG THE ARC OF SAID CURVE, (SAID CURVE BEING CURVED CONCAVE TO THE SOUTH AND HAVING A RADIUS OF 1500.00 FEET, A CENTRAL ANGLE OF 32°56'36", A CHORD LENGTH OF 850.62 FEET, AND A CHORD BEARING OF S85°59'07"E), A DISTANCE OF 862.45 FEET TO A POINT OF REVERSE CURVATURE; 5) THENCE ALONG THE ARC OF SAID CURVE, (SAID CURVE BEING CURVED CONCAVE TO THE NORTH AND HAVING A RADIUS OF 1542.49 FEET, A CENTRAL ANGLE OF 00°26'48", A CHORD LENGTH OF 12.02 FEET, AND A CHORD BEARING OF S69°44'13"E), A DISTANCE OF 12.02 FEET TO THE NORTHWEST CORNER OF PARCEL G, AS DESCRIBED IN OFFICIAL RECORDS BOOK 5468, PAGE 6880, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE S00°07'38"E, ALONG THE WEST LINE OF SAID PARCEL G, A DISTANCE OF 1155.02 FEET TO THE POINT OF BEGINNING. CONTAINING 50.4 ACRES MORE OR LESS.



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Variance Request – Mng ilp; Niki Holdings LP (SignAccess, Inc., Shanna Brogan and Melissa Fagan, Reps.)

Mng ilp; Niki Holdings LP (SignAccess, Inc., Shanna Brogan and Melissa Fagan, Reps.) have submitted a variance application to allow an existing non-conforming pole sign to be structurally altered to prolong its life and provide relief from the maximum allowed area of 64 square feet by 33.3 square feet for a total area of 97.3 square feet as provided in Section 178.21(D) and 178.14 (Appendix A) (Pole Sign) (Maximum Area) of the Palm Bay Code of Ordinances.

REQUESTING DEPARTMENT:

Community Planning and Economic Development

STAFF RECOMMENDATION:

Case V-23-2018 is recommended for denial.

Planning and Zoning Board Recommendation:

Denial of the request by a unanimous vote.

Attachment: 1) Case No. V-23-2018

EJB/cp/ab



LAND DEVELOPMENT DIVISION
120 MALABAR ROAD SE
PALM BAY, FL 32907
T: 321-733-3042 F: 321-953-8920

STAFF REPORT
PREPARED BY:
Christopher Balter
Planner II

CASE NUMBER
V-23-2018

APPLICANT/PROPERTY OWNER
Mng lilp; Niki Holdings LP (SignAccess, Inc Melissa Fagan)

PLANNING & ZONING BOARD HEARING DATE
October 3, 2018

PROPERTY LOCATION/ADDRESS
NW Corner of Minton Road NW and Palm Bay Road NE, specifically at
4280 Minton Road NW, Palm Bay, FL 32904

SUMMARY OF REQUEST

A request to allow an existing non-conforming pole sign to be structurally altered to prolong its life and provide relief from the maximum allowed area of 64 square feet by 33.3 square feet for a total area of 97.3 square feet as provided in Section 178.21 (D) and 178.14 (Appendix A) (Pole Sign) (Maximum Area) of the Palm Bay Code of Ordinances.

EXISTING ZONING	EXISTING FUTURE LAND USE	SITE IMPROVEMENTS	SITE ACREAGE	SURROUNDING ZONING & LAND USE
CC, Community Commercial Use	Commercial	Walgreens Pharmacy	2.09 +/-	N: CC, Community Commercial; Long Doggers Restaurant E: West Melbourne; Regions Bank S: CC, Community Commercial; 7-11 W: CC, Community Commercial; Shoppes At Minton Plaza

PROPERTY HISTORY

The subject property is currently a Walgreens Pharmacy and was developed in 2000 under Brevard County jurisdiction. The subject parcel was annexed in from Brevard County in 2002 by Ordinance 2002-44.

Significant changes were made to the sign code by Ordinance 2017-38, adopted 06-15-2017 repealing the chapter in its entirety. Ordinance r 2017-39, adopted 06-15-2017 created a new chapter.

COMPATIBILITY with the COMPREHENSIVE PLAN
No effect on adopted Comprehensive Plan

COMPATIBILITY with the CODE OF ORDINANCES
The request would require a variance to be compatible with the Code of Ordinances.

STAFF RECOMMENDATION: TRANSMIT ☐ APPROVE ☐ APPROVE WITH CONDITIONS ☐ DENY ☒

ANALYSIS:

Variances from the Land Development Code may be granted when special conditions exist that would result in unnecessary hardship if the provisions of the Land Development Code were enforced. However, a variance may not be granted when the public health and safety would be compromised from the variance. An applicant must demonstrate that items 1 through 7 of Section 169.009 of the Code of Ordinances have been met. A review of these items is as follows:

Item 1 - "Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, buildings or structures in the same land use category, zoning district or situation."

The applicant has stated "The sign is a permitted sign with poles and base plates that have corroded prematurely and wish to remove and replace the potential safety hazard." The applicant is requesting relief from the maximum area of 64 square feet and to alter the sign structure and base plates to prolong the life of the sign. Staff notes the existing sign is a nonconforming sign.

Item 2 - "The special conditions and circumstances identified in Item 1 above are not the result of the actions of the applicant."

The special conditions and circumstances identified in item 1 are a direct result of the actions of the applicant. The applicant can design a sign to comply with the current code. All other zoning districts must comply with the current sign code when replacing or altering a sign.

Item 3 - "Literal interpretation and enforcement of the Land Development Code regulations would deprive the applicant of rights commonly enjoyed by other properties in the same land use category, zoning district or situation under the terms of the land development code and would work unnecessary and undue hardship on the applicant."

Literal interpretation and enforcement of the Land Development Code would require the applicant to design and build a sign that complies with the current code.

Item 4 - "The variance, if granted, is the minimum variance necessary to make possible the reasonable use of the land, building or structure."

The applicant would require 33.3 square feet of relief from the maximum allowable sign area of 64 square feet for the proposed replacement of the sign.

Item 5 - "Granting of the variance request will not confer on the applicant any special privilege that is denied by the development code to other lands, buildings or structures in the same land use category, zoning district or situation."

Granting of the variance would confer to the applicant a special privilege for the maximum allowable sign area relief.

Item 6 - *"The granting of the variance will be in harmony with the general intent and purpose of this code and will not be injurious to the surrounding properties or detrimental to the public welfare."*

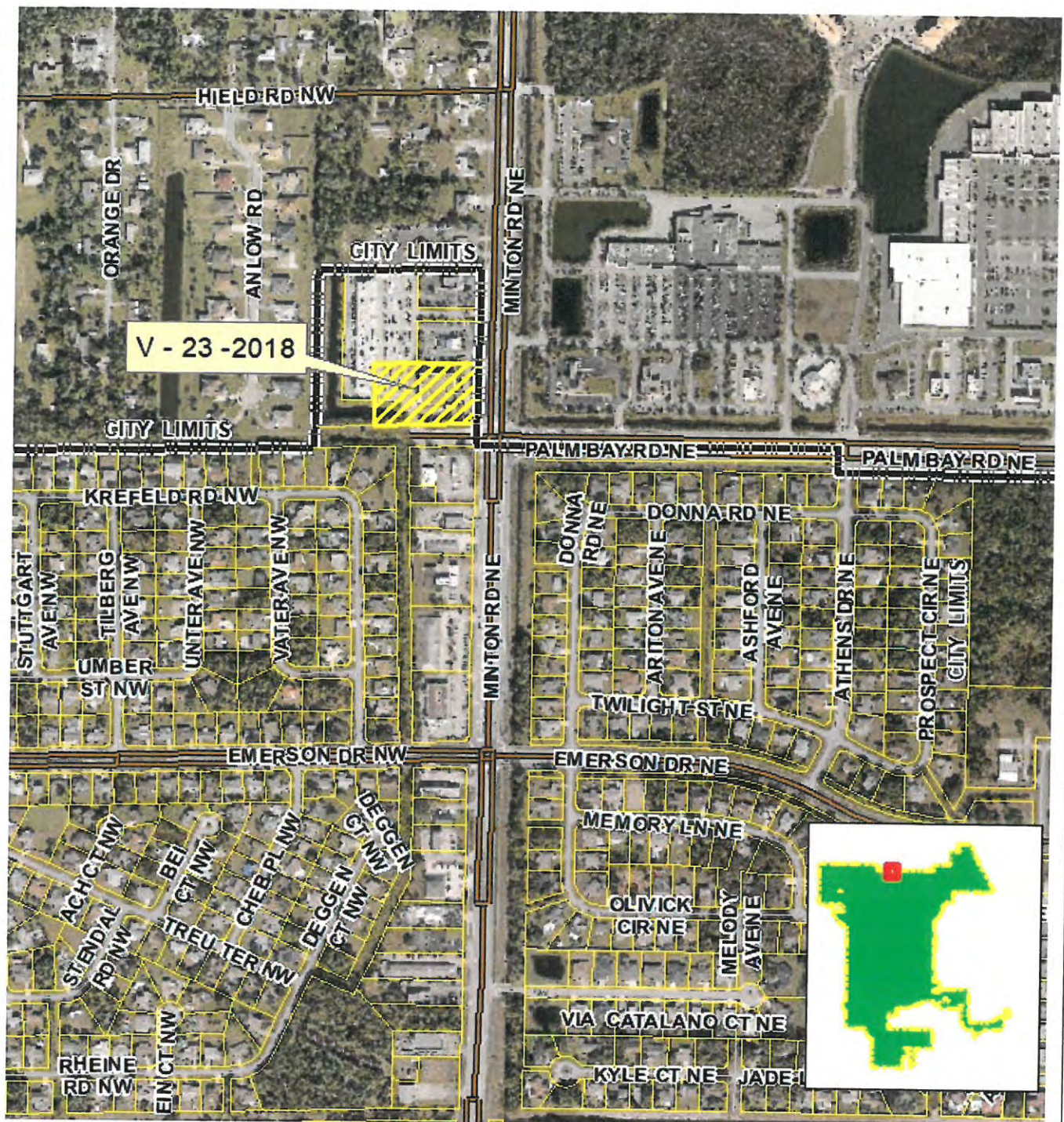
Staff has not identified any detrimental effect to public welfare, however granting the variance directly conflicts with section 178.21 of the Palm Bay Code of Ordinances.

Item 7 - *"The variance represents a reasonable disposition of a claim brought under the Bert J. Harris Private Property Rights Protection Act, chapter 95-181, Laws of Florida, that a development order of the city has reasonably burdened the applicant's property, based on the recommendations of the special master appointed in accordance with the act, or the order of a court as described in the act."*

Staff has not received a claim made upon this property, with respect to the "Bert J. Harris Act," or any development order, as indicated above. Therefore, Item 7 is not applicable to the variance request.

STAFF RECOMMENDATION:

Case V-23-2018 is recommended for denial.



AERIAL LOCATION MAP CASE NO. V-23-2018

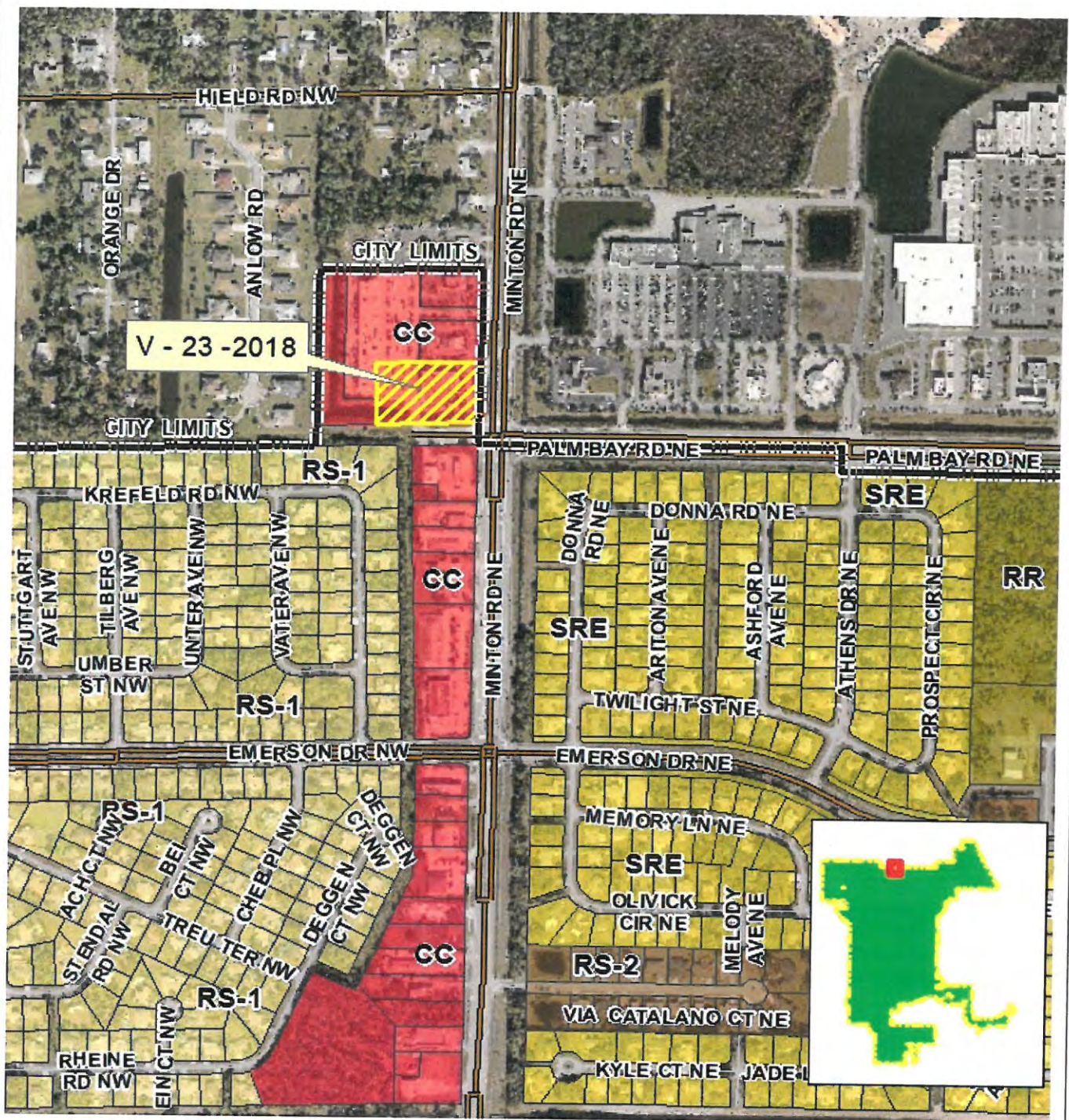
Subject Property

Walgreens - NW Corner of Minton Rd NW and Palm Bay Rd NE, Palm Bay, FL



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



ZONING MAP

CASE NO. V-23-2018

Subject Property

Walgreens - NW Corner of Minton Rd NW and Palm Bay Rd NE, Palm Bay, FL

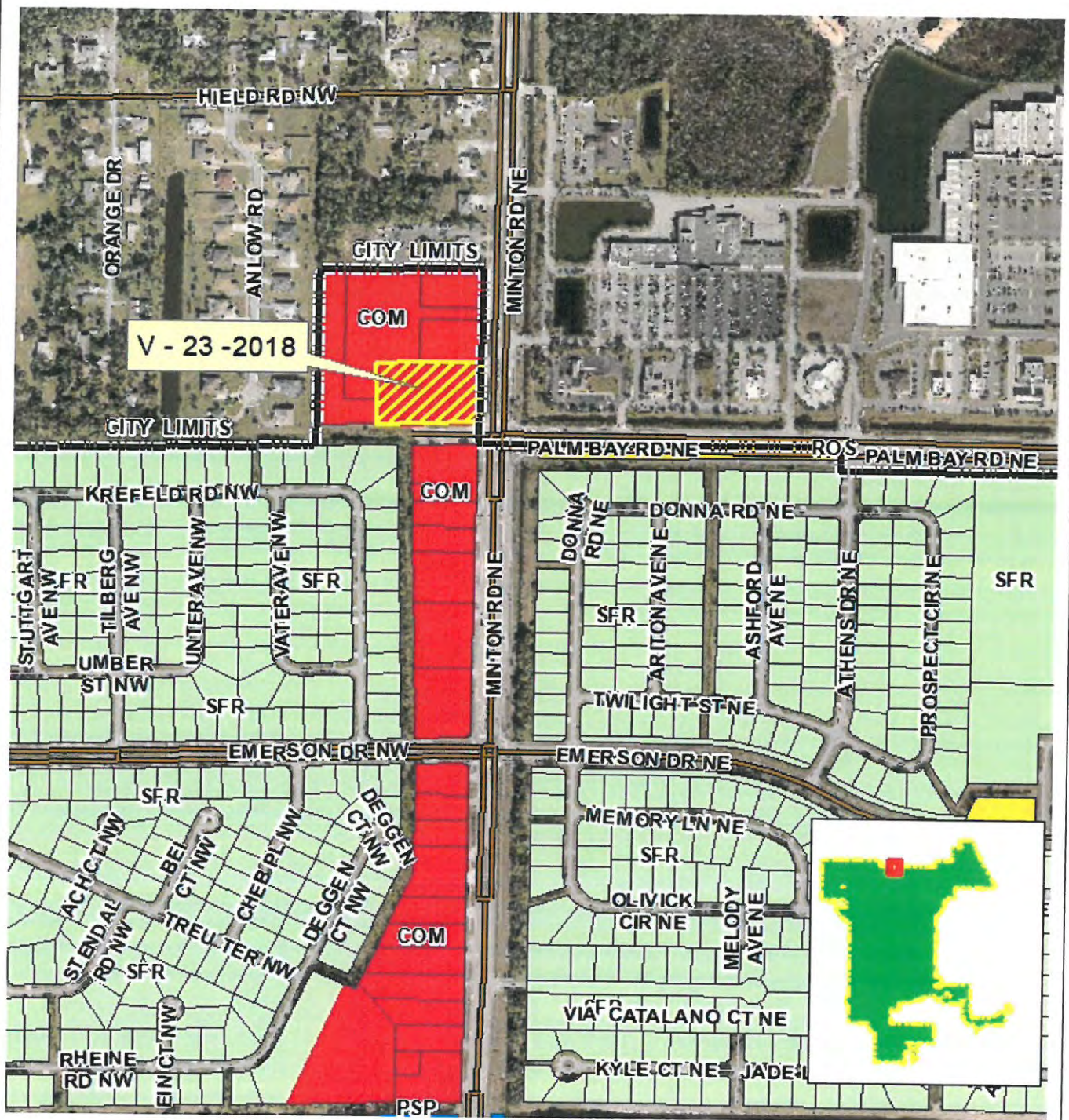
Current Zoning Classification

CC - Community Commercial



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey



FUTURE LAND USE MAP

CASE NO. V-23-2018

Subject Property

Walgreens - NW Corner of Minton Rd NW and Palm Bay Rd NE,
Palm Bay, FL

Future Land Use Classification

COM - Commercial



Not to Scale

Map for illustrative purposes only. Not to be construed as binding or as a survey

NOT: SITE PLAN IS "FOR GENERAL INFORMATION TO SHOW LAYOUT" OF PROPOSED SITE.
FOR SITE DEVELOPMENT DRAWINGS, INCLUDING GRADING, UTILITY ETC.,
ARE BEING SUBMITTED BY:

E.K. ENGINEERING, INC.
2715 NORTH HARRISON CITY BOULEVARD, STE #9
MELBOURNE, FLORIDA 32935
TEL. (407) 253-9585
FAX (407) 253-8434

INDICATES SITE LIGHT SIZE
EQ.1A

- ① WARDROOM PULMON RUCKER BEARD SIGN
SEE SHEET A.4.1
- ② WARDROOMS - JIGSAW CONDUCTOR
SEE SHEET B.3
- ③ WARDROOMS - CONDUCTOR
LEVEL 17 (CONV. DRIVE) PAINT
1" BELOW PH. FLR. OF BLDG.
SEE SHEET A.4.1
- ④ OVERHEAD CANOPY
SEE SHEET A.4.1
- ⑤ BRACING EXTERIOR CORNERS
SEE SHEET A.4.1
- ⑥ CONG. DRIVE THRU BLDG. 1" BELOW PH. FLR. OF BLDG.
SEE SHEET A.4.1
- ⑦ CONG. DRIVE THRU BLDG. 1" BELOW PH. FLR. OF BLDG.
SEE SHEET A.4.1
- ⑧ CONG. CONDUCTOR RUMBLE AND CLUTTER
SEE CONG. DRAWINGS
- ⑨ CONG. TYPICAL CURB
SEE CONG. DRAWINGS
- ⑩ CONG. CURB / WALK
SEE CONG. DRAWINGS
- ⑪ ENTRANCE - INSIDE REE HANDICAPPED & CUSTOMER CAGES
SEE CONG. DRAWINGS
- ⑫ HANDICAPPED PARKING SIGN
SEE CONG. DRAWINGS
- ⑬ IF RA. CONC. FILLED TYP. DRAINER DOWNS
SEE CONG. DRAWINGS
- ⑭ PARKING / PAINTING PAVEMENT FOR CARS
SEE CONG. DRAWINGS
- ⑮ PARKING / PAINTING PAVEMENT FOR TRUCKS
SEE CONG. DRAWINGS
- ⑯ PAVEMENT PAINTING: ARROWS & LETTERS YELLOW IN COLOR
SEE CONG. DRAWINGS
- ⑰ LIGHT POLE ON PARKED CONC. BASE
SEE CONG. DRAWINGS
- ⑱ PAVEMENT SIGN: STOP - YELLOW IN COLOR
SEE CONG. DRAWINGS
- ⑲ PROVIDE ACCESS REARERS TO FRONT TAIL OF PULMON BLDG.
CONG. DRIVE - REARERS DRIVE LETTERS ABOUT SIGNS & SIGN
CONG. DRIVE & LATERAL DRIVeways
- ⑳ PAINTED STRIPES ON PAVEMENT WITH 3" DELINEATOR

CAUTION

THIS LOCATION WAS SCHEDULED TO HAVE EXPANDED RAIR AREA CONSTRUCTION. A NEW ELEVATOR SHAFT PART OF THE INITIAL STORY WAS ISSUED MARCHE 1988. THIS STORY WAS UNDER CONSTRUCTION. BEFORE RESIDENTS WERE MOVED INTO THE STORY ANY UNDESIRABLE STUBBED CONCRETE WOULD BE REMOVED THAT MAY INTERFERE WITH CONSTRUCTION. REMOVE ROOF TOP CONCRETE TO TOP OF STORIES WERE CAPPIED. PLUMBING LINES STUBBED TO TOP OF STORIES. PLUMBING LINES WERE UPDATED REFLECTING THE ACTUAL PLUMBING LINES. ALL THE ARCHITECTURAL, MECHANICAL, STRUCTURAL, AND ELECTRICAL SHEETS MAY NOT HAVE BEEN UP-DATE DUE TO THE LAGS IN THE CONSTRUCTION PROCESS.

1 ARCHITECTURAL SITE REFERENCE PLAN
SCALE=1 IN = 50FT

[illegible]



Walgreens #5341 4280 Minton Road, Palm Bay, FL 32904
Exhibit "C"

Walgreens #5341 4280 Minton Road, Palm Bay, FL 32904
Exhibit "C"



Walgreens #5341 4280 Minton Road, Palm Bay, FL 32904
Exhibit "C"





Land Development Division
120 Malabar Road
Palm Bay, FL 32907
321-733-3042
Landdevelopment@palmbayflorida.org

VARIANCE APPLICATION

This application must be completed, legible, and returned, with all enclosures referred to herein, to the Land Development Division, Palm Bay, Florida, prior to 5:00 p.m. on the first day of the month to be processed for consideration by the Planning and Zoning Board the following month. The application will then be referred to the Planning and Zoning Board for study and recommendation to the City Council. You or your representative are required to attend the meeting(s) and will be notified by mail of the date and time of the meeting(s). The Planning and Zoning Board holds their regular meeting the first Wednesday of every month at 7:00 p.m. in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida, unless otherwise stated.

1) NAME OF APPLICANT (Type or print) Shanna Brogan, Melissa Fagan/SignAccess, Inc.
ADDRESS 7205 Waelti Drive
CITY Melbourne STATE FL ZIP 32940
PHONE # 321-752-9040 FAX # 321-752-1990
E-MAIL ADDRESS shanna@signaccess.com; melissa@signaccess.com

2) COMPLETE LEGAL DESCRIPTION OF PROPERTY COVERED BY APPLICATION MELBOURNE
POULTRY COLONY ADD NO 1 PART OF LOT 4 BLK 2 AS DESC IN ORB 4296 PG 2609
SECTION 24 TOWNSHIP 28South RANGE 36East

3) STREET ADDRESS OF PROPERTY COVERED BY APPLICATION: 4280 Minton Road
4) SIZE OF AREA COVERED BY THIS APPLICATION (calculate acreage): 2.09 Acres
5) EXISTING ZONING CLASSIFICATION OF PROPERTY (ex.: RS-2, CC, etc.): Community Commercial
6) ARE THERE ANY STRUCTURES ON THE PROPERTY NOW?: ☒ YES ☐ NO
7) HAS A VARIANCE APPLICATION PREVIOUSLY BEEN FILED FOR THIS PROPERTY?:
☐ YES ☒ NO

IF SO, STATE THE NATURE OF THE PREVIOUS APPLICATION, WHETHER THE REQUEST WAS APPROVED OR DENIED, AND DATE OF ACTION: n/a

8) DESCRIBE THE EXTENT OF THE VARIANCE REQUESTED AND THE INTENDED USE OF THE PROPERTY IF THE VARIANCE IS GRANTED (SPECIFY NUMBER OF INCHES/FEET ENCROACHING INTO SPECIFIC REQUIRED YARD SETBACK OR REQUIRED HEIGHT RESTRICTIONS): Base plate and support poles on existing sign are rusting, causing a potential safety hazard to the general public. Walgreens would like to replace the base plate and support poles.

- 9) CITE THE APPLICABLE SECTION(S) OF THE ZONING ORDINANCE AND ITS REQUIREMENT FROM WHICH VARIANCE IS REQUESTED (ex.: 185.034(f)(7)): Ordinance 2017-39 Appendix A
Sign Code Table: Schedule of Signs in Commercial Zoning Districts: Pylon 64 sq ft max sign area.
-
- 10) GIVE WRITTEN EXPLANATION(S) DEMONSTRATING HOW THE VARIANCE MEETS THE FOLLOWING CONDITIONS:
- (a) That special conditions and circumstances exist which are peculiar to the land, structures or buildings involved and which are not applicable to other lands, structures or buildings in the same land use category, zoning district, or situation.
 - (b) That special conditions and circumstances referred to above do not result from the actions of the applicant.
 - (c) That literal interpretation and enforcement of the development code regulations would deprive the applicant of rights commonly enjoyed by other properties in the same land use category, zoning district, or situation under the terms of the development code, and would work unnecessary and undue hardship on the applicant.
 - (d) That if granted, the variance is the minimum variance necessary to make possible the reasonable use of the land, building or structure.
 - (e) That granting the variance requested will not confer on the applicant any special privilege that is denied by the development code to other lands, buildings, or structures in the same land use category, zoning district, or situation.
 - (f) That granting the requested variance will be in harmony with the general intent and purpose of this code, and will not be injurious to the surrounding properties or detrimental to the public welfare.

Sign already exists, we are replacing only the poles. Existing signs will be mounted to new poles.

Signs will be exactly the same as they were, except safer.

a) This is a permitted sign with poles with poles and base plates that have corroded prematurely.

Applicant wishes to remove the potential safety hazard to the general public.

b) For unknown environmental reasons, the sign poles and plates have rusted, becoming unsafe.

c) The two existing lighted sign cabinets that mount on the poles of the permitted sign are in good condition and are not at the end of their life.

d) Replacing poles and base plates are minimum variance to reinforce the sign and make safe

e) The repair/ replacement does not alter the City's prior approval of this sign and is being done as as a safety precaution, providing the same privilege as others.

f) Granting the request will provide a non-hazardous and safer structure for the general public, (and reduce the potential for land/ property and area damage in a storm situation)

CITY OF PALM BAY, FLORIDA
VARIANCE APPLICATION
PAGE 3 OF 3

11) EVIDENCE MUST BE PROVIDED TO CONSIDER VARIANCES BASED ON THE FOLLOWING CLAIMS:

N/A BERT J. HARRIS PRIVATE PROPERTY RIGHTS PROTECTION ACT, Chapter 95-181, Laws of Florida.
Provide a copy of one of the following: _____ Special master appointed in accordance with the act.
_____ Court order as described in the act.

N/A AMERICANS WITH DISABILITIES ACT. Cite the section of the act from which the variance request will provide relief: _____

12) THE FOLLOWING PROCEDURES AND ENCLOSURES ARE REQUIRED TO COMPLETE THIS APPLICATION:

X *\$300.00 Application Fee. Make check payable to "City of Palm Bay."

X A listing of legal descriptions of all properties within a 500 foot radius of the boundaries of the property covered by this application, together with the names and mailing addresses (including zip codes) of all respective property owners within the above referenced area. (This can be obtained from the Brevard County Planning and Zoning Department at 633-2060, or on the Internet at www.brevardpropertyappraiser.com) List shall be legible and the source of that information stated here: _____

no later than 08/30/18 Sign(s) posted on the subject property. Refer to Section 51.07(C) of the Legislative Code for guidelines.

X A site plan drawn to scale which shows all property and yard dimensions, its structures (if any) and the variance desired, including abutting highway or road boundaries. Submit in electronic or PDF format.

X A survey prepared by a registered surveyor showing all property lines and structures.

X WHERE PROPERTY IS NOT OWNED BY THE APPLICANT, A LETTER MUST BE ATTACHED GIVING THE NOTARIZED CONSENT OF THE OWNER FOR THE APPLICANT TO REQUEST THE VARIANCE.

X IN ORDER TO DISCLOSE ALL PARTIES SEEKING THIS APPROVAL, COMPLETE THE ATTACHED DISCLOSURES OF OWNERSHIP INTERESTS FORMS FOR PROPERTY OWNERS AND/OR APPLICANTS IN REFERENCE TO RESOLUTION 2008-19.

I, THE UNDERSIGNED UNDERSTAND THAT THIS APPLICATION MUST BE COMPLETE AND ACCURATE BEFORE CONSIDERATION BY THE PLANNING AND ZONING BOARD/LOCAL PLANNING AGENCY, AND CERTIFY THAT ALL THE ANSWERS TO THE QUESTIONS IN SAID APPLICATION, AND ALL DATA AND MATTER ATTACHED TO AND MADE A PART OF SAID APPLICATION ARE HONEST AND TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING VARIANCE APPLICATION AND THAT THE FACTS STATED IN IT ARE TRUE.

Signature of Applicant

Shanna Brogan/Melissa Fagan

Date 08/30/2018

Printed Name of Applicant

Shanna Brogan/Melissa Fagan/SignAccess, Incorporated

*NOTE: APPLICATION FEE IS NON-REFUNDABLE UPON PAYMENT TO THE CITY



August 29, 2018

City of Palm Bay Building Department
120 Malabar Road SE
Palm Bay, Florida 32907

RE: Pole & Base Replacements for Existing
Freestanding Sign
Walgreens Store #5341
4280 Minton Road
Palm Bay, FL 32904

To Whom It May Concern:

The purpose of this letter is to authorize SignAccess, Inc., a Florida licensed electrical sign contractor, and/or its assigns, to secure all necessary and required sign permits for the installation of new base plates and poles for existing freestanding sign at the above referenced location.

Please feel free to call me at 858.704.4879 if you have any questions.

Sincerely,
On behalf of Landlord

The Niki Group, LLC


Matthew Blanchard, Manager

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

State of California)
County of San Diego)

On August 29, 2018, before me, Nicole F. George, Notary Public, personally Matthew Blanchard, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument, the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature



(Seal)



CITY OF PALM BAY, FLORIDA
PLANNING AND ZONING BOARD/
LOCAL PLANNING AGENCY
REGULAR MEETING NO. 2018-10

Held on Wednesday, October 3, 2018, in the City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Land Development Division, Palm Bay, Florida. The minutes are not a verbatim transcript but a brief summary of the discussions and actions taken at this meeting.

Mr. Wendall Stroderd called the meeting to order at approximately 7:00 p.m.

Mr. Rainer Warner led the Pledge of Allegiance to the Flag.

ROLL CALL:

CHAIRPERSON:	Wendall Stroderd	Present
VICE CHAIRPERSON:	Philip Weinberg	Present
MEMBER:	Leeta Jordan	Present
MEMBER:	Khalilah Maragh	Present
MEMBER:	William Pezzillo	Present
MEMBER:	Rainer Warner	Present
MEMBER:	Thomas "Woody" Woodrum	Present
MEMBER:	Donny Felix (School Board Appointee)	Present

CITY STAFF: Present were Ms. Elizabeth Beam, Assistant Community Planning and Economic Development Director; Mr. Christopher Balter, Planner II; Ms. Karen Black, Planner II; Ms. Chandra Powell, Recording Secretary; Mr. James Stokes, Board Attorney.

ADOPTION OF MINUTES:

1. Regular Planning and Zoning Board/Local Planning Agency Meeting No. 2018-09. Motion by Mr. Weinberg, seconded by Ms. Maragh to approve the minutes as presented. The motion carried with members voting unanimously.

ANNOUNCEMENTS:

1. Mr. Stroderd addressed the audience on the meeting procedures and explained that the Planning and Zoning Board/Local Planning Agency consists of volunteers who act as an advisory board to City Council.

Ms. Rochelle Lawandales, FAICP with Waterstone Development, LLC (representative for the applicant) stated that her comments under Case CP-13-2018 also pertained to the subject request as the cases were identical except for acreage.

Mr. Warner asked for clarification on Ms. Lawandales' statement during Case CP-13-2018 that there was already too much commercial land within the vicinity. Ms. Lawandales explained that the market had determined that there was less of a need for physical, commercial retail space due to the Amazon Corporation effect. Additional homes would be better for the City tax base than retention and vacant land.

The floor was opened and closed for public comments; there were no comments from the audience, and there was no correspondence in the file.

Motion by Mr. Weinberg, seconded by Ms. Maragh to submit Case CP-14-2018 to City Council for approval of a small scale Comprehensive Plan Future Land Use Map amendment from Commercial Use to Single Family Residential Use, pursuant to Chapter 163, Florida Statutes. The motion carried with members voting as follows:

Mr. Stroder	Aye
Mr. Weinberg	Aye
Ms. Jordan	Aye
Ms. Maragh	Aye
Mr. Pezzillo	Aye
Mr. Warner	Aye
Mr. Woodrum	Nay

City Council will hear Case CP-14-2018 on October 18, 2018.

NEW BUSINESS:

1. ♣V-23-2018 – SIGN ACCESS, INC. (SHANNA BROGAN AND MELISSA FAGAN)

Mr. Balter presented the staff report for Case V-23-2018. The applicant had requested a variance to allow a replacement pole sign to exceed the 64-square foot maximum area requirement by 33.3 square feet for a total sign area of 97.3 square feet, as established by Section 178.14, Appendix A, Palm Bay Code of Ordinances. Staff recommended Case V-23-2018 for denial.

Ms. Shanna Brogan (applicant) stated that the variance was being sought to replace the poles and base plates for the Walgreens sign at the corner of Minton Road NW and Palm Bay Road NW due to premature rusting and corrosion that the onsite sprinkler irrigation system was believed to have caused. The subject sign had received two face replacements since its installment in 2000. A precedent had been set by the permit issued for the face replacement in 2018 as the permit had been issued after the new Sign Code was adopted. The subject request would be in-line with the precedent set for the sign. She explained that the sign deterioration by the sprinkler system was site specific. The variance would allow the replacement of the sign with the least amount of disruption, and public safety was a major concern. She reasoned that it made more sense to allow the replacement of the damaged parts than to require a whole new sign.

Ms. Maragh inquired why the pole and base replacement was an issue. Mr. Balter explained that the code stipulated that a variance was necessary to prolong an existing nonconformity that the code did not permit.

Mr. Stroderd asked if there was a difference in size allowance for pole signs and billboards as a billboard sign was north of the property. Mr. Balter confirmed that pole signs and billboards had different size requirements.

Ms. Jordan commented on how the face replacement had been permitted after the Sign Code change. Mr. Balter explained that the permit in 2018 was for a reface and did not include the electronic message display board that would now increase the maximum allowable area permitted by code. Prolonging the life of the structure's nonconforming square footage required a variance.

There was no correspondence in the file; the floor was opened for public comments.

Mr. Benjamin Ackerman (resident at Hield Road NW) spoke against the request. He stated that the proposal did not appear to meet the criteria to permit a variance for a larger sign, and that the sprinkler system was a self-imposed hardship. Approving the request would grant the applicant a 50-percent increase in signage.

The floor was closed for public comments.

Mr. Weinberg remarked that approving the variance would open the door for other businesses to request the same.

Motion by Mr. Weinberg, seconded by Ms. Jordan to submit Case V-23-2018 to City Council for denial of a variance to allow a replacement pole sign to exceed the 64-square foot maximum area requirement by 33.3 square feet for a total sign area of 97.3 square feet, as established by Section 178.14, Appendix A, Palm Bay Code of Ordinances. The motion carried with members voting as follows:

Mr. Stroderd	Aye
Mr. Weinberg	Aye
Ms. Jordan	Aye
Ms. Maragh	Aye
Mr. Pezzillo	Aye
Mr. Warner	Aye
Mr. Woodrum	Aye

2. CP-17-2018 - M. DAVID MOALLEM (MASSIMILIANN AND
JODY ANN DELLI, REPS.)

Ms. Black presented the staff report for Case CP-17-2018. The applicant had requested a small scale Comprehensive Plan Future Land Use Map amendment from Utility Use to Single Family Residential Use. Staff recommended Case CP-17-2018 for approval, pursuant to Chapter 163, Florida Statutes.

Mr. Stroderd commented that the subject site appeared to be a flag lot. He asked if the property north of the site was City-owned surplus property, and he wanted to know the width of the pole section of the property.

Mr. Massimilian Delli (co-representative for the applicant) stated that the pole section of the flag lot was 30-feet wide. Ms. Jody Delli (co-representative for the applicant) indicated the intent to build a large family home with swimming pool on the property. Mr. Delli noted that the property north of the subject site was City owned.


Ms. Maragh asked about future plans to subdivide the site. Ms. Delli stated that the family wanted to build an in-law suite on the property. Mr. Stroderd asked if the in-law suite would be considered a second residence for the property. Ms. Beam clarified that the in-law suite would have to be attached to the main dwelling with access between the two units. A detached dwelling would need to locate on a subdivided tract.

There was no correspondence in the file; the floor was opened for public comments.



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Award of Invitation for Bid #71-0-2018/SB, North Regional Wastewater Treatment Plant Secondary Pond Valves and Stairways

City of Palm Bay Utilities Department solicited bids for improvements at the secondary pond at the North Regional Wastewater Treatment Plant (NRWWTP). This project is part of the ongoing rehabilitation efforts at the NRWWTP. The valves were installed in 1986 and are past due for replacement. The valve replacement will include the installation of electric actuators, construction of a valve pad and access stairs. Additional improvements include the installation of stairways on the berm at the secondary pond; this is needed for staff to safely access the area. The awarded contractor will replace and relocate the valves, including installing actuators, and install stairways, associated fittings, and appurtenances per specifications and plans.

One (1) bid was received in response to the City's solicitation. Five other general contractors downloaded the bid documents – two stated their schedules were full due to their workload; two stated the scope of work was not within their typical line of work; and the fifth contractor stated the project had more underground work and PVC piping than they could be competitive bidding on.

Procurement staff has reviewed the sole bid and it meets the requirements for responsiveness. Utilities staff has reviewed the bid and it is acceptable to the Utilities Department.

Staff recommends L7 Construction as the contractor to complete the replacement of the valves and installation of stairways at the NRWWTP secondary pond.

Local preference was not applied to this project as contractor is not located in Brevard County.

REQUESTING DEPARTMENTS:

Utilities Department, Procurement Department

FISCAL IMPACT:

Total project award will be \$215,997. Pending a budget transfer, funds will be available in Utilities renewal and replacement account 424-8032-535-6221, project 15WS05.

RECOMMENDATION:

Motion to approve award of IFB #71-0-2018/SB, North Regional Wastewater Treatment Plant Secondary Pond Valves and Stairways, to L7 Construction, located in Sanford, Florida.

Attachment: 1) Tabulation Sheet
BM/CL/ab

	IFB #71-0-2018/SB NRWWTP Secondary Pond Valves and Stairways		L7 Construction Inc	
			3840 St Johns Parkway	
			Sanford FL 32771	
			321-972-9325	
			blefever@l7constructs.com	
<small>ITEM</small>	ITEM DESCRIPTION	UOM	Unit Price	
1	Mobilization / Demobilization	LS	\$	7,000.00
2	Secondary Pond Valves & Access Structure	LS	\$	110,000.00
3	Aluminum Handrail	LS	\$	4,000.00
4	Light Poles	LS	\$	10,000.00
5	Access Stairway Along Existing Ramp	LS	\$	22,000.00
6	Electrical & Instrumentation	LS	\$	62,997.00
TOTAL BID AMOUNT			\$	215,997.00

RESOLUTION NO. 2018-58

A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, ADOPTING HOMETOWN INITIATIVE THAT ENCOURAGES PUBLIC, NON-FOR-PROFIT AND/OR PRIVATE-SECTOR HEALTHCARE PROVIDERS TO ESTABLISH, FACILITATE AND SUSTAIN MATERNITY SERVICES WITHIN THE CITY LIMITS OF THE CITY OF PALM BAY, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Bay aspires to a high quality-of-life for all residents, to include access to fundamental healthcare services, and

WHEREAS, the Town of Tillman changed its name to Palm Bay during the 1920s, and the City of Palm Bay incorporated on January 16, 1960, growing into the largest and most populated municipality in East-Central Florida, predominately via new residents moving into the city, and

WHEREAS, the City of Palm Bay has been described colloquially as a “*bedroom community*,” despite success and continued efforts to expand commercial, retail, recreational, professional, occupational, and healthcare amenities, and

WHEREAS, the *US Census Bureau QuickFacts™* July 2017 population estimates reveal that the City of Palm Bay represents close to twenty (20%) percent of the total population of Brevard County, Florida, and

WHEREAS, residents of the City of Palm Bay have access to many healthcare services at Health First's Palm Bay Hospital (on Malabar Road), to include diagnostic, surgical, and emergency room (non-trauma) services, and

WHEREAS, *Palm Bay Hospital* currently does not provide maternity services, nor has any imminent plans to provide said services in the foreseeable future, and

WHEREAS, City of Palm Bay expecting mothers are currently limited to utilizing birthing facilities located in the Brevard County cities of Melbourne, Rockledge, Titusville: or in neighboring Indian River County's Vero Beach, and

WHEREAS, studies affirm a correlation of neonatal mortality with travel distance by an expecting mother to a birthing facility with obstetric services, especially in cases involving premature delivery or high-risk pregnancy, and

WHEREAS, approximately one thousand (1,000) live-births a year are attributable to expected mothers who are also residents of the City of Palm Bay, but are currently unable to safely deliver their baby(ies) within the legal boundaries of the City of Palm Bay due to lack of available maternity services, and

WHEREAS, in addition to the physical health benefits of proximal access to maternity services within a city, the psychological and sociological benefits of geographical birthrights are substantial to the health of the body politic (*alt* Greek: πόλις pronounced [pólis]), and

WHEREAS, contemporary social science utilizes terms like “*new, emerging, suburban activity center, developing, edge, developed, uptown, downtown, legacy*” and other nomenclature to describe stages of urban growth and sustainability, and

WHEREAS, the cultural significance and pride associated with one's birthplace is a priority of a maturing city, and

WHEREAS, the City of Palm Bay is emerging as a regionally significant community, with sixty-five (65%) percent of its one hundred ten (110) square miles still to be developed, and

WHEREAS, the City of Palm Bay anticipates continued private-sector investment and land-development on parcels including, or adjacent to, the St. Johns Heritage Parkway to the west, a new Interstate 95 Interchange in the southeast, and the historical “bay/tech” district in northeast, and

WHEREAS, the City of Palm Bay performs a substantial role in planning, coordinating, lobbying, and advocating for proximal healthcare opportunities within its legal boundaries, public and private-sector alike, and

WHEREAS, Merriam-Webster Dictionary defines a “*HOMETOWN*” as – “*the city or town where one was born or grew up,*” and

WHEREAS, the City of Palm Bay *Preamble* proclaims that residents wish to “*build a municipality which enhances the ideals of community living,*” and “*promote our God given rights of life, liberty, and the pursuit of happiness.*”

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The above recitals are true and correct and by this reference are hereby incorporated into and made an integral part of this resolution.

SECTION 2. The City Council of the City of Palm Bay respectfully requests Health First expeditiously to plan for, secure, and sustain maternity services at *Palm Bay Hospital*.

SECTION 3. The City Council of the City of Palm Bay strongly recommends, concurrent with *Section 2*, that all current and future major land-developers include proactive efforts to secure an element of maternity services within their respective regionally significant development projects.

SECTION 4. The City of Palm Bay's "*HOMETOWN INITIATIVE*" is hereby created. The attached artwork (Exhibit A), or a similar facsimile thereof, shall be the official logo of said initiative.

SECTION 5. All City of Palm Bay Departments responsible for planning, economic development, growth management, marketing, building, and permitting shall be provided with appropriate materials to support this "*HOMETOWN INITIATIVE*."

SECTION 6. A presentation/update will be provided to the City Council at a regularly scheduled Council Meeting within eighteen (18) months of the creation of this "*HOMETOWN INITIATIVE*."

SECTION 7. This resolution shall take effect immediately upon the enactment date.

This resolution was duly enacted at Meeting No. 2018- , of the City Council of the City of Palm Bay, Florida, held on , 2018.

William Capote, MAYOR

ATTEST:

Terese M. Jones, CITY CLERK




Palm Bay Hometown Initiative



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: FY 2018 Fifth Capital Improvements Program Amendment

The following is a summary of the final revisions to the Capital Improvements Program in FY 2018.

Budget Amendment Modifications:

1. Communications & Information Technology Department – Transfer from the Utilities Operating Fund for VOIP Network & Telephone Upgrade add-on expenditures requested by the Utilities Department; on Budget Amendment #5 – **\$21,000.**
2. Facilities Department – Additional funding for the Public Works Crew Building construction/upgrade; on Budget Amendment #5 – **\$13,500.**
3. Growth Management Department – Purchase (2) Nissan Frontiers; approved by Council 09/20/2018; on Budget Amendment #5 – **\$46,264.**
4. Public Works Department – Additional funding, resulting from City Property Sales, for the FY 18 Road Maintenance Program project (18RD01); on Budget Amendment #5 - **\$503,102.**
5. Parks & Recreation Department – Funding for the Palm Bay Nature Center and Campgrounds project (16PK08) received through award of Tourist Development Funds from the Brevard County Commissioners; agreement entered into on 09/21/2018 and on Budget Amendment #5 - **\$1,700,000.**
6. Public Works Department – Funding for the FY 18 Stormwater Assessment Institutional Exemptions; approved 09/20/2018; on Budget Amendment #5 – **\$308,329.**
7. Public Works Department – Purchase (1) Ford Escape for the City Attorney's Office; approved by Council 09/06/2018; on Budget Amendment #5 – **\$18,490.**
8. Public Works Department – Purchase (1) Caterpillar 12M Motorgrader; approved by Council 09/20/2018; on Budget Amendment #5 – **\$250,240.**

9. Public Works Department – Purchase (1) Brush Truck for the Fire Department; approved by Council 09/20/2018; on Budget Amendment #5 – **\$15,600.**

The following changes, disclosed on Budget Amendment #4, have occurred since the FY 2018 Fourth Capital Improvement Program/CIP Amendment. They were not reflected on the previous CIP Amendment, approved by Council 08/14/2018, due to timing:

1. Public Works Department – Close out the Palm Bay Shoreline Restoration project (17PW18); reduce grant expenditures as all reimbursements have been received and no additional expenditures will be charged to the project; on Budget Amendment #4 – **(\$1,338).**
2. Parks & Recreation Department – Funding for the purchase of additional movie equipment to meet public demand; approved by Council 08/14/2018; on Budget Amendment #4 - **\$36,000.**
3. Public Works Department – Purchases (1) Caterpillar skid steer loader and (1) Caterpillar excavator; approved by Council 07/19/2018; on Budget Amendment #4 - **\$335,611.**
4. Utilities Department – Additional funding for the Replace Large Diameter Steel Pipe project (12WS02); on Budget Amendment #4 – **\$427,129.**
5. Utilities Department – Cancellation of the Substandard Line to WWTP project (16WS02); on Budget Amendment #4 – **(\$340,781).**

Transfer of Funds Between Projects/Accounts:

1. Growth Management/CDBG Department – Budget Transfer #88
Transfer funds from the Fire Engine FS #5 project (18CD02) (\$17,225) to the Fire Tender Truck FS #5 project (18CD03) \$15,033 and the Life Saving Equipment FS #5 project (18CD04) \$2,192 for the acquisition of a fire tender truck and lifesaving equipment for Fire Station #5 - **\$0.**
2. Growth Management/CDBG Department – Budget Transfer #90
Transfer funds from the Fire Station #5 Rebuild project (18FD01) (\$1,800) to the Life Saving Equipment FS #5 project (18CD04) \$1,800 for the acquisition of additional lifesaving equipment for Fire Station #5 - **\$0.**
3. Utilities Department – Budget Transfer #92
Transfer additional funds from the Sulfuric Acid Tank & Feed project (18WS05) (\$121,799) to the Lift Station Valve Pit Elimination project (18WS21) \$121,799 due to increased bids - **\$0.**
4. Utilities Department – Budget Transfer #92
Transfer additional funds from the RO Well #1 Redevelopment project (18WS24) (\$32,959) to the 0.5 MG Storage Tank Repair project (14WS01) \$32,959 for needed repairs to a crack in the base slab - **\$0.**

5. Utilities Department – Budget Transfer #92

Transfer funds from the following projects to the Replace Large Diameter Steel Pipe project (12WS02) \$234,897 due to increased bids: Aerator Replacement project (15WS01) (\$22,425); Replace 1.5 MG Storage Tank project (17WS06) (\$100,000); Sulfuric Acid Tank & Feed project (18WS05) (\$68,201); and RO Well #1 Redevelopment project (18WS24) (\$44,271) - **\$0**.

6. Utilities Department – Budget Transfer #93

Transfer funds from the I-95/Parkway WM and FM project (17WS02) (\$2,111) to the South Regional Water Reclamation project (16WS05) \$2,111 for a St. Johns River Water management Environmental Resource Permit - **\$0**.

7. Public Works Department – Budget Transfer #97

Transfer funds from the road maintenance operating account of the Culver Street Reconstruction project (16PW13) (\$15,821) to the land acquisition operating account of the project \$15,821 to purchase land/stormwater pond required for stormwater runoff as part of the project - **\$0**.

8. Public Works Department – Budget Transfer #102

Transfer unspent funds from the completed Lamplighter Drive Drainage project (17SU01) (\$60,332) to the FY 18 Stormwater Utilities Program project (18SU01) \$60,332 for future project expenditures - **\$0**.

9. Utilities Department – Budget Transfer #103

Transfer funds from the following projects to the Rear Yard Swale & Fencing project (18WS23) \$33,530 for additional swale work/improvements: Scada Software project (15WS06) (\$10,151); Tropicana Road Sewer Expansion project (17WS17) (\$950); and Lift Station 4 Generator project (18WS22) (\$22,429) - **\$0**.

Added or Removed Projects/Funding:

1. Fire Department – Budget Transfer #87

Additional funding transferred to the Life Saving Equipment FS #5 project (18CD04) \$459 for the acquisition of lifesaving equipment for Fire Station #5 - **\$459**.

2. Growth Management Department – Budget Transfer #90

Returning funds, requested in Budget Transfer #87, from the Life Saving Equipment FS #5 project (18CD04) (\$459) initially transferred for the acquisition of lifesaving equipment for Fire Station #5 – **(\$459)**.

3. Public Works Department – Budget Transfer #95

Transfer funds from the South I-95 Interchange/Parkway project (15PW11) (\$1,925) to fund PFM Investment Services expenditures – **(\$1,925)**.

4. Utilities Department – Budget Transfer #98

Transfer funds from the cancelled WWTP Grit Pump & MCC Rehab project (18WS16) (\$70,289) to the Utilities Renewal and Replacement Fund to fund repairs throughout the end of the fiscal year – **(\$70,289)**.

REQUESTING DEPARTMENTS:

Communications & Information Technology Department; Facilities Department; Fire Department; Growth Management Department; Parks & Recreation Department; Public Works Department; and Utilities Department.

RECOMMENDATION:

Motion to adopt, by Resolution, the Fifth and Final Amendment to the FY 18 Capital Improvements Program.

Attachment: 1) Resolution, Including Exhibit A

AC/ab

RESOLUTION NO. 2018-59

A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING RESOLUTION NO. 2017-50, AS AMENDED BY RESOLUTION NOS. 2017-65, 2018-09, 2018-22 AND 2018-35, ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM FOR THE FISCAL YEARS 2017-2018 THROUGH 2021-2022 FOR THE CITY OF PALM BAY, FLORIDA; RESCINDING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Bay's Capital Improvements Program, formally known as the Community Investment Program, was adopted by the City Council on September 19, 2017, and

WHEREAS, the City of Palm Bay desires to amend the Capital Improvements Program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. Resolution No. 2017-50, as amended by Resolution Nos. 2017-65, 2018-09, 2018-22 and 2018-35, is hereby amended by including additional projects to the Five-Year Community Investment Program for Fiscal Years 2017-2018 through 2021-2022, which are, by reference, incorporated herein as Exhibit "A".

SECTION 2. This resolution shall take effect immediately upon the enactment date. This resolution was duly enacted at Meeting No. 2018- , of the City Council of the City of Palm Bay, Brevard County, Florida, on , 2018.

William Capote, MAYOR

ATTEST:

Terese M. Jones, CITY CLERK

City of Palm Bay, Florida
Resolution No. 2018-59

EXHIBIT "A"
(Utilities Department)

	A	B	C	D	E	F	G	H
1	Fund	Dept/Div	Project No.	Capital Improvements Program Summary	FY 18 Adopted CIP Budget	FY 17 to FY 18 Rollovers	FY 18 Amendments	NEW PROJECT TOTAL
2	Utilities Operating							
3	421	8013-536-6413	N/A	Server Replacements	0	0	27,656	27,656
4	421	8014-536-6401	N/A	Machinery & Equipment	14,011	0	4,516	18,527
5	421	8014-536-6403	N/A	Vehicle Replacements #6903 & #6302	79,500	0	(11,604)	67,896
6	421	8016-536-6403	N/A	Vehicle Replacements (2) Field Service Division	0	39,984	6,596	46,580
7	421	8016-536-6403	N/A	Vehicle Replacements #6910	20,000	0		20,000
8	421	8018-536-6401	N/A	Autoclave Equipment	11,567	0		11,567
9	421	8018-536-6403	N/A	Vehicle Replacements #6121	22,000	0	4,107	26,107
10	421	8024-533-6309	18WS23	NRWTP Rear Yard Swale & Fenc Impr	0	0	48,357	48,357
11	421	8020-533-6322	N/A	Meter Services - New Installations	225,000	0	65,000	290,000
12	421	8020-533-6324	16WS06	Palm Vista Wtr/Force Main	0	10,533	3,323	13,856
13	421	8020-533-6324	17WS02	I-95/Parkway WM and FM	0	24,687		24,687
14	421	8020-533-6324	18WS26	Units 31 & 32 Assessment	0	0		0
15	421	8020-533-6401	N/A	Valve Exercise Machine	64,375	0		64,375
16	421	8020-533-6401	N/A	Mini Excavator	49,192	0		49,192
17	421	8020-533-6403	N/A	Trailer	10,789	0		10,789
18	421	8020-533-6403	N/A	Vehicle Replacement (2) Water Distribution Div	0	53,074		53,074
19	421	8020-533-6407	N/A	Tokay Software Upgrade	20,040	0		20,040
20	421	8023-533-6407	15WS06	SCADA Software Purchase	0	3,132	(3,132)	0
21	421	8024-533-6101	18WS27	NRWTP Treatment Unit Aerator Tray	0	0	30,033	30,033
22	421	8024-533-6221	18WS20	NRWTP Treatment Unit Aerator Tray	40,000	0		40,000
23	421	8024-533-6323	18WS23	NRWTP Rear Yard Swale & Fenc Impr	33,000	0	(14,827)	18,173
24	421	8024-533-6407	15WS06	SCADA Software Purchase	0	3,826	(3,826)	0
25	421	8030-535-6325	16WS06	Palm Vista Wtr/Force Main	0	5,835	1,636	7,471
26	421	8030-535-6325	17WS02	I-95/Parkway WM and FM	0	24,687		24,687
27	421	8030-535-6325	17WS17	Tropicana Rd Sewer Expansion	0	5,910	(950)	4,960
28	421	8030-535-6325	18WS26	Units 31 & 32 Assessment	0	0		0
29	421	8030-535-6327	16WS07	Palm Vista Lift Station	1,380,000	81,608		1,461,608
30	421	8030-535-6327	17WS23	Lift Station #1 Relocate	0	0	9,800	9,800
31	421	8030-535-6327	18WS22	Lift Station 4 Generator Installation	205,000	0	(205,000)	0
32	421	8030-535-6401	N/A	Used Underground Pipe Hunter	0	0	6,900	6,900
33	421	8030-535-6403	N/A	Vehicle Replacement #6912 & #6395	94,000	0		94,000
34	421	8030-535-6403	N/A	Vehicle Replacement #6316	0	69,288	901	70,189
35	421	8034-535-6221	16WS02	WRF WAS & Substandard Line	0	374,109	(340,781)	33,328
36	421	8034-535-6221	17WS05	WWTP Thickener Install	0	95,000	(95,000)	0
37	421	8034-535-6221	17WS13	Clarifier 2 - NRWTP	0	88,848		88,848
38	421	8034-535-6221	17WS16	WRF Denitrification Project	1,300,000	0	100,000	1,400,000
39	421	8034-535-6221	18WS13	WWTP Odor Control at Headworks	48,000	0	(48,000)	0
40	421	8034-535-6407	15WS06	SCADA Software Purchase	0	7,652	(7,652)	0
41	421	8034-535-6409	N/A	Refrigerated Sampler	0	0	6,511	6,511
42								
43	Utilities Connections Fee Fund							
44	423	8021-533-6221	18WS04	SRWTP Expansion	510,000	0		510,000
45	423	8021-533-6324	17WS02	I-95 Interchange/Pkwy Water Main & Force Main	17,325	40,000		57,325
46	423	8021-533-6324	17WS03	Cogan Drive WM and FM	0	30,000		30,000
47	423	8021-533-6324	18WS03	San Filippo Water Main Extension	30,000	0	(30,000)	0
48	423	8031-535-6221	16WS05	South Regional Water Reclamation Fac	150,000	353,604	3,870	507,474
49	423	8031-535-6325	17WS02	I-95 Interchange/Pkwy Water Main & Force Main	21,175	50,000	(3,111)	68,064
50	423	8031-535-6325	17WS03	Cogan Drive WM and FM	0	200,000	(759)	199,241
51	423	8031-535-6327	17WS08	I-95 I/C Regional Lift Station	0	115,000		115,000
52								0
53	Utilities Renewal and Replacement Fund							
54	424	8022-533-6221	12WS02	Repl of Large Diameter Steel Pipe	312,000	452,014	662,026	1,426,040
55	424	8022-533-6221	14WS01	.5 mg Storage Tank Repair	0	369,700	21,208	390,908
56	424	8022-533-6221	14WS02	Elevated Walkways Rehab	0	71,921	(71,921)	0
57	424	8022-533-6221	14WS05	Lime Slurry & Polymer Feed	0	49,023	(40,697)	8,326
58	424	8022-533-6221	14WS08	Direct Feed Ammoniators	0	53,980		53,980
59	424	8022-533-6221	15WS02	Filter Rehabilitation	0	985,203		985,203
60	424	8022-533-6221	16WS01	Treatment Unit Rehabilitation	0	1,115,509		1,115,509
61	424	8022-533-6221	16WS03	SRWTP VFD Replacements	0	198,445	(23,445)	175,000
62	424	8022-533-6221	16WS04	NO Reg RO Plant Rehab	0	138,000		138,000
63	424	8022-533-6221	17WS04	Tsf Filter/Backwash Pump	0	352,200		352,200
64	424	8022-533-6221	17WS14	Lime Slaker Rpl NR Plant	0	161,000	(6,688)	154,312
65	424	8022-533-6221	17WS19	NRWTP Process Valves	0	20,997		20,997
66	424	8022-533-6221	18WS02	NRWTP Slaker Replacement	165,000	0	27,230	192,230
67	424	8022-533-6221	18WS05	NRWTP Sulfuric Acid Tank & Feed System Repl	190,000	0	(190,000)	0
68	424	8022-533-6221	18WS06	NRWTP High Service Pumps Repl	105,000	0		105,000
69	424	8022-533-6221	18WS17	NRWTP Chlorine Analyzers Repl	130,000	0		130,000
70	424	8022-533-6221	18WS19	NRWTP Generator & Air Compressor Repl	65,000	0	45,912	110,912
71	424	8022-533-6221	18WS29	SRWTP Bleach Pump #4	0	0	16,678	16,678
72	424	8022-533-6318	17WS22	Well 17 Rehab	0	75,000		75,000
73	424	8022-533-6318	18WS18	Surficial Well Field Flow Meter Repl	50,000	0	(24,362)	25,638
74	424	8022-533-6318	18WS24	RO Well#1 Redevelopment	0	0	0	0
75	424	8022-533-6322	N/A	Meter Services - Meter Replacements	150,000	6,683	101,000	257,683
76	424	8022-533-6324	15WS03	Util Relocate-Babcock St	0	4,554		4,554
77	424	8022-533-6407	18WS12	NRWTP SCADA Improvements	81,000	0	(81,000)	0

City of Palm Bay, Florida
Resolution No. 2018-59

EXHIBIT "A"
(Utilities Department)

	A	B	C	D	E	F	G	H
78	424	8032-535-6221	15WS01	Aerator Repl/Struct Imprv	0	274,183	(34,425)	239,758
79	424	8032-535-6221	15WS05	Secondary Ponds Valve Improvements	59,000	198,000		257,000
80	424	8032-535-6221	15WS07	SCADA Improvements	0	181,335		181,335
81	424	8032-535-6221	17WS06	Repl 1.5 MG Storage Tank	0	100,000	(100,000)	0
82	424	8032-535-6221	17WS11	WRF Air Pipe Replacement	0	19,118	(5,316)	13,802
83	424	8032-535-6221	17WS20	WRF Raw Water Line Repl	0	5,889	(202)	5,687
84	424	8032-535-6221	18WS01	Reuse High Service Pumps Repl	566,000	0		566,000
85	424	8032-535-6221	18WS09	WWTP Digester 6 Rehabilitation	415,000	0	(11,921)	403,079
86	424	8032-535-6221	18WS14	WWTP Bar Screen Replacement	40,000	0		40,000
87	424	8032-535-6221	18WS15	RAS/WAS Pump Rehabilitation	65,000	0	12,972	77,972
88	424	8032-535-6221	18WS16	WWTP Grit Pump & MCC Rehab	65,000	0	(56,917)	8,083
89	424	8032-535-6325	14WS07	Cable Lane Sewer Replacement	200,000	195,000		395,000
90	424	8032-535-6325	15WS03	Util Relocate-Babcock St	0	6,831		6,831
91	424	8032-535-6325	18WS08	ARV Upgrade Program	100,000	0		100,000
92	424	8032-535-6325	18WS28	Sunrise MHP Sewer Line Replacement	0	0	41,000	41,000
93	424	8032-535-6325	18WS30	Sewer Pipe/Manhole Repair (US #1/Turkey Creek)	0	0	86,895	86,895
94	424	8032-535-6326	15WS09	DIW Pump Replacements	0	4,884	(1,236)	3,648
95	424	8032-535-6326	17WS15	DIW Reservoir Rehabilitation	125,000	38,436		163,436
96	424	8032-535-6327	18WS10	Lift Stations RTU Replacment Prog	169,612	0		169,612
97	424	8032-535-6327	18WS11	Lift Station Electrical Panel Repl Prog	136,500	0		136,500
98	424	8032-535-6327	18WS21	Lift Station Valve Pit Elimination Prog	117,500	0	121,799	239,299
99								
100	Main Line Extension Fee Fund							
101	425	8021-533-6324	17WS21	Gould Ave Water MLE	0	19,636	(7,096)	12,540
102	425	8021-533-6324	18WS07	Palm Bay Hospital Water Main Loop	168,000	0		168,000
103	425	8021-533-6324	18WS25	Raleigh Water Main Extensio	0	0	22,906	22,906
104								
105	Utilities State Revolving Loan Fund							
106	433	8021-533-6324	16WS06	Palm Vista Water Main & Force Main	1,831,500	0	(1,831,500)	0
107	433	8021-533-6324	17WS02	I-95 Interchange/Pkwy Water Main & Force Main	1,136,250	0	(1,136,250)	0
108	433	8021-533-6324	17WS03	Cogan Drive WM and FM	0	1,699,200	(1,699,200)	0
109	433	8031-535-6325	16WS06	Palm Vista Water Main & Force Main	2,238,500	0	(2,238,500)	0
110	433	8031-535-6325	17WS02	I-95 Interchange/Pkwy Water Main & Force Main	1,388,750	0	(1,388,750)	0
111	433	8031-535-6325	17WS03	Cogan Drive WM and FM	0	2,076,800	(2,076,800)	0
112								
113	TOTAL UTILITY DEPARTMENT ONLY				14,414,586	10,550,318	(10,312,036)	14,652,868

City of Palm Bay, Florida
Resolution No. 2018-59

EXHIBIT "A"
(Non-Utility Departments)

	A	B	C	D	E	F	G	H
1	Fund	Dept/Div	Project No.	Capital Improvements Program Summary	FY 18 Adopted CIP Budget	FY 17 to FY 18 Rollovers	FY 18 Amendments	NEW PROJECT TOTAL
2								
3	Communications & Information Technology							
4	001	2310-519-6407	N/A	Servers for Public Administration & Safety	85,061	0		85,061
5	001	2310-519-6413	N/A	VOIP Network & Telephone Upgrade	640,000	0	19,000	659,000
6								
7	Facilities							
8	001	4525-519-6201	14PW07	PW Crew Building	0	65,518	66,105	131,623
9	001	4525-519-6401	18FM03	Honeywell Performance	0	0	4,349,263	4,349,263
10								
11	Fire							
12	001	6012-522-6201	N/A	Exhaust Systems #2, 3, 4	0	0	79,002	79,002
13	001	6012-522-6405	N/A	Equipment for new Fire Apparatus	0	0	30,000	30,000
14	001	6012-522-6405	18CD04	Life Saving Equipment FS #5	0	0	0	0
15								
16	Growth Management							
17	111	3353-554-6201	14CD01	Homes for Warriors	0	106,485	201,389	307,874
18	111	3353-554-6201	17CD01	Homes/Warriors Seeley Cir	0	8,098		8,098
19	111	3353-554-6201	17CD02	Homes/Warriors Lynbrook	0	8,127		8,127
20	111	3353-554-6201	17CD03	Homes/Warriors Hunt St	0	7,077		7,077
21	111	3353-554-6201	17CD04	Homes/Warriors Lassen Ave	0	6,577	4,490	11,067
22	112	3353-554-6201	18FD01	Portion of Fire Station 5 Rebuild	457,497	0	(1,800)	455,697
23	112	3353-554-6308	14CDBG	Uncommitted & Available Funds	0	589,145	(16,720)	572,425
24	112	3353-554-6332	17PR04	TRCC Exterior Imprvs	0	213,321	(213,321)	0
25	112	3353-554-6332	17PR05	TRCC Interior Imprvs	0	150,000	(150,000)	0
26	112	3353-554-6332	17PR06	PB Senior Ctr Imprvs	0	217,000	(217,000)	0
27	112	3353-554-6332	17PR07	Knecht Light Pole	0	80,000	(15,922)	64,078
28	112	3353-554-6332	17PR08	BB & Tennis Resurface	0	55,000	(12,300)	42,700
29	112	3353-554-6332	17PR09	Knecht Park ADA Dugouts	0	40,000	15,922	55,922
30	112	3353-554-6405	18CD02	Fire Engine FS #5	0	0	466,775	466,775
31	112	3353-554-6405	18CD03	Fire Tender Truck FS #5	0	0	287,033	287,033
32	112	3353-554-6405	18CD04	Life Save Equipment FS #5	0	0	8,092	8,092
33	114	3353-554-6201	14CD01	Homes for Warriors	0	95,621		95,621
34	123	3353-554-6201	17CD03	Homes for Warriors Hunt St	0	0	7,521	7,521
35	123	3353-554-6201	18CD01	NSP Housing	0	0	372,221	372,221
36	451	3320-524-6403	N/A	Nissan Frontiers (2); BA #2	0	0	44,914	44,914
37	451	3320-524-6403	N/A	Nissan Frontiers (2); BA #5	0	0	46,264	46,264
38	451	3320-524-6403	N/A	(1) 2018 Ford Explorer & (2) Nissan Frontiers	0	0	73,776	73,776
39	451	3320-524-6407	N/A	H.T.E. Software Upgrade	0	0	518,960	
40								
41	Parks & Recreation							
42	001	4026-572-6101	N/A	Purchase of Northview Parcels	0	0	50,740	50,740
43	001	4026-572-6332	17PR09	Knecht Park ADA Dugouts	0	0	3,500	3,500
44	154	4050-572-6301	18PR01	MUSCO Control Link/Ballfield Lights	145,000	0		145,000
45	154	4050-572-6301	18PR05	Electronic Messaging Board	0	0	50,000	50,000
46	154	4050-572-6308	16PK08	Campground @ PB Reg Park	0	132,870		132,870
47	154	4050-572-6308	18PR04	Wake Foreset BB Court	0	0	85,000	85,000
48	154	4050-572-6332	17PR06	PB Senior Ctr Imprvs	0	18,172		18,172
49	154	4050-572-6401	18PR03	Ballfield Base Enhancement	15,000	0	(15,000)	0
50	154	4050-572-6401	N/A	Mobile Bleachers	0	0	177,832	177,832
51	154	4050-572-6401	N/A	Additional Movie Equipment	0	0	36,000	36,000
52	301	4090-572-6308	16PK08	Campground @ PB Reg Park	0	0	1,700,000	1,700,000
53								
54	Public Works							
55	155	7050-541-6101	N/A	Land Acquisition - Malabar Rd. Extension	0	0	9,972	9,972
56	155	7050-541-6316	18PW01	SJHP Traffic Signal @ Malabar	0	0	300,000	300,000
57	155	7050-541-6316	16PW13	Culver St (Widening)	0	0	1,961,967	1,961,967
58	301	7090-539-6301	13PW02	Bus Shelter Installation	50,000	160,789		210,789
59	301	7090-541-6315	18PW02	Safe Route to Schools	0	0	293,668	293,668
60	301	7090-539-6336	17PW18	PB Shoreline Restoration	0	222,817	(1,337)	221,480
61	306	7090-541-6303	15PW11	South I-95 Interchange/Pkwy	0	848,499		848,499
62	307	7090-541-6101	16PW13	Culver St	0	0	6,179	6,179
63	307	7090-541-6304	16PW10	Malabar @ Jupiter & San Filippo	0	87,871	(250)	87,621
64	307	7090-541-6304	16PW11	Lipscomb St	0	74,080	(35,818)	38,262
65	307	7090-541-6304	16PW13	Culver St	0	34,984	0	34,984
66	307	7090-541-6304	16PW14	RJ Conlan	0	25,664	1,000,000	1,025,664
67	307	7090-541-6304	17PW02	FY 16/17 Road Program	0	519,288	(519,288)	0
68	307	7090-541-6304	17PW04	Lamplighter Dr @ MTWCO C68	0	152,392	(151,138)	1,254
69	307	7090-541-6304	17PW08	Malabar Road Repairs	0	19,504		19,504
70	307	7090-541-6304	17PW09	Krassner Dr Repaving	0	24,961	550,000	574,961
71	307	7090-541-6304	17PW10	Garvey Rd Repaving	0	20,798	20,000	40,798
72	307	7090-541-6304	17PW11	Eldron Blvd Repaving	0	15,000	15,000	30,000
73	307	7090-541-6304	17PW12	Waterbury Ave @ C-39	0	40,000	(40,000)	0
74	307	7090-541-6304	17PW14	Ellington Ave @ C-48	0	20,000	(20,000)	0
75	307	7090-541-6304	17PW16	Eldron Ped Bridge at C-48	0	9,933	(8,853)	1,080
76	307	7090-541-6304	17PW17	Road Rejuvenation	0	300,000	(77,869)	222,131

City of Palm Bay, Florida
Resolution No. 2018-59

EXHIBIT "A"
(Non-Utility Departments)


	A	B	C	D	E	F	G	H
1	Fund	Dept/Div	Project No.	Capital Improvements Program Summary	FY 18 Adopted CIP Budget	FY 17 to FY 18 Rollovers	FY 18 Amendments	NEW PROJECT TOTAL
77	307	7090-541-6304	18RD01	FY 18 Road Program	0	0	796,475	796,475
78	307	7090-541-6304	18RD02	FDR & Double Chip @ 4 Locs	0	0	218,390	218,390
79	307	7090-541-6304	18RD03	Pavement Markings & Crosswalk Mgmt	0	0	34,734	34,734
80	307	7090-541-6304	18RD04	Road Assessment Study/Prep	0	0		0
81	307	7090-541-6304	18RD06	Malabar @ PB Rd Left Turn Reconfiguration	0	0	65,000	65,000
82	307	7090-541-6304	18RD07	Malabar Rd Widen Prelim.	0	0	20,000	20,000
83	307	7090-541-6315	18PW02	Safe Route to Schools	0	0	500	500
84	307	7090-541-6331	18RD05	Dynamic Speed Feedback Signs (DSFS)	0	0	25,000	25,000
85	308	7090-541-6303	15PW11	South I-95 Interchange/Pkwy	0	0	8,931,075	8,931,075
86	461	7083-538-6309	14PW04	PB Bayfront Comm SW Impr	0	198,624	(1,232)	197,392
87	461	7083-538-6309	17PW05	PB Basin 1 SW Treatment	0	47,769	(44,985)	2,784
88	461	7083-538-6309	17PW06	PB Treatment Train in HTC	0	415,621		415,621
89	461	7083-538-6309	17SU01	Lamplighter Dr Drainage	0	370,000	(60,332)	309,668
90	461	7083-538-6309	17SU02	Garvey Rd @ C-19 Culvert	0	25,000	223,292	248,292
91	461	7083-538-6309	17SU03	Ransom Rd @ C-42 Culvert	0	25,000	240,272	265,272
92	461	7083-538-6309	17SU04	Nevada Dr @ C-75 Culvert	0	15,000	226,402	241,402
93	461	7083-538-6309	18SU01	Various Stormwater/Culvert Locations	4,100,000	0	(3,455,821)	644,179
94	461	7083-538-6309	18SU02	Riviera Dr @ C-75 Culvert	0	0	25,000	25,000
95	461	7083-538-6309	18SU03	Walden Blvd @ C-42-R Culvert	0	0	25,000	25,000
96	461	7083-538-6309	18SU04	Pembroke Ave @ C-75 Culvert	0	0	280,000	280,000
97	461	7083-538-6309	18SU05	Weldon St @ C-42-R Culvert	0	0	25,000	25,000
98	461	7083-538-6309	18SU06	Emerson Dr @ C-75 Culvert	0	0	420,000	420,000
99	461	7083-538-6309	18SU07	Fairlight @ C-60 Culvert	0	0	25,000	25,000
100	461	7083-538-6309	18SU08	Norwood Baffle Box Retrofit	0	0	25,000	25,000
101	461	7083-538-6309	18SU09	Peeble Ave @ C-75 Culvert	0	0	300,000	300,000
102	461	7083-538-6309	18SU10	San Filippo @ C-41-R Culvert	0	0	25,000	25,000
103	461	7083-538-6309	18SU11	San Filippo @ C-42-R Culvert	0	0	25,000	25,000
104	461	7083-538-6309	18SU12	Rockabye @ C-42-R Culvert	0	0	25,000	25,000
105	461	7083-538-6309	18SU13	Powell Sub Drainage Mods	0	0	66,000	66,000
106	461	7083-538-6309	18SU14	Harper Blvd @ C-18 Culvert	0	0	50,000	50,000
107	461	7083-538-6309	18SU15	San Filippo @ C-9-R Crossing	0	0	100,000	100,000
108	461	7083-538-6309	18SU16	Unit 42 Pipe Replacement	0	0	475,000	475,000
109	461	7083-538-6413	N/A	City Works	0	0	13,828	13,828
110	461	7084-541-6211	N/A	Equipment/Tool Shelter Boxes	0	0	50,000	50,000
111	461	7084-541-6309	17PW01	School Dr Drainage	0	82,329	4,571	86,900
112	461	7084-541-6403	N/A	SWU (1) Ford F350 & (2) Ford F250	0	101,413		101,413
113	461	7084-541-6403	N/A	(2) Nissan Frontiers	0	0	46,954	46,954
114	461	7084-541-6403	N/A	SW various vehicles	0	0	282,221	282,221
115	461	7084-541-6404	N/A	SWU (1) Kamatsu & (2) Dump Trucks	0	384,042		384,042
116	461	7084-541-6404	N/A	SWU (2) John Deere Tractors & (1) Trash Truck	0	0	355,780	355,780
117	461	7084-541-6404	N/A	SWU (1) Cat Skid Steer Loader & (1) Cat Excavator	0		335,611	335,611
118	471	7036-534-6403	N/A	(2) Nissan Frontiers	0	0	53,038	53,038
119	471	7036-534-6404	N/A	(1) Durastar Trash Truck	0	0	149,590	149,590
120	521	7070-519-6221	15PW12	Fuel System Improvements	0	11,465	2,649	14,114
121	521	7070-519-6401	N/A	Parks Two Bobcat Loaders and Accessories	0	0	129,287	129,287
122	521	7070-519-6401	N/A	(1) Caterpillar 12M Motograder (Public Works)	0	0	250,240	250,240
123	521	7070-519-6403	N/A	Police Vehicles	163,444	54,610	62,170	280,224
124	521	7070-519-6403	N/A	Complete Fire Explorer Vehicle purchase	0	0	6,722	6,722
125	521	7070-519-6403	N/A	(1) 2018 Ford Interceptor Utility Vehicle	0	0	36,165	36,165
126	521	7070-519-6403	N/A	(1) 2018 Ford Escape (City Attorney)	0	0	18,490	18,490
127	521	7070-519-6403	N/A	(1) Brush Truck (Fire)	0	0	15,600	15,600
128	521	7070-519-6404	N/A	Wacker Roller	0	0	12,707	12,707
129	521	7070-519-6405	N/A	Fire Pumper	0	0	446,539	446,539
130								
131	Police							
132	101	5040-521-6401	N/A	(1) Night Vision Camera System & Drone	0	0	19,887	19,887
133	101	5040-521-6403	N/A	Seized Vehicle Purchase	0	0	2,000	2,000
134								
135								
136				TOTAL NON-UTILITY DEPARTMENTS ONLY EXCLUDING BCRA	5,656,002	6,100,464	22,757,788	33,995,294
137								
138								
139	Bayfront Community Redevelopment Agency (BCRA)							
140	181	9110-541-6101	16CR01	BCRA Land & Prop Acquisition	0	1,450		1,450
141	181	9110-541-6201	08CR04	Evans Market Rehab	0	250,000	(250,000)	0
142	181	9110-559-6101	18CR02	Land Acquisition	250,549	0	(250,549)	0
143	181	9110-559-6101	18CR03	Pelican Harbor	0	0	25,983	25,983
144	181	9110-559-6201	18CR04	Reconstruction/Redevelopment Evans Center	0	0	250,000	250,000
145	181	9110-559-6308	18CR06	Liberia Park (Phase 1 Redesign)	0	0	25,000	25,000
146	303	3090-541-6101	16CR02	BCRA Redevelopment Plan Projects	(50,000)	1,024,615		974,615
147	303	3090-559-6305	16CR03	Mooring Field & Dredging	0	103,495		103,495
148	303	3090-559-6305	18CR01	Palm Bay Entrance Channel Dredging	50,000	0		50,000
149								
150				TOTAL BAYFRONT COMMUNITY REDEVELOPMENT AGENCY (BCRA)	250,549	1,379,560	(199,566)	1,430,543
151								

	A	B	C	D	E	F	G	H
1	Fund	Dept/Div	Project No.	Capital Improvements Program Summary	FY 18 Adopted CIP Budget	FY 17 to FY 18 Rollovers	FY 18 Amendments	NEW PROJECT TOTAL
152								
153								
154				COMBINED TOTAL UTILITY & NON-UTILITY & BCRA	20,321,137	18,030,342	12,246,186	50,078,705
155								



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Establish and Clarify Filing Fees for Land Development Processes - Mobile Vending/Mobile Food Truck Permit; Pre-Application Conference; and Dissolutions of Community Development Districts (CDD)

The Land Development Division of the Community Planning and Economic Development Department requests the establishment of application fees to process the Mobile Vending/Mobile Food Truck Permit and to process the Dissolution of Community Development Districts (CDD). The City Council adopted provisions for Mobile Vending/Mobile Food Trucks on September 20, 2018 and for Community Development Districts (per Florida Statutes, Chapter 190) on May 17, 2018.

Staff is also clarifying that the Pre-Application Conference fee (\$250) applies to the administrative review of Subdivision, Site Plan, and Development Plan submittals.

The proposed fee amounts are as follows:

Mobile Vending/Mobile Food Truck Permit		
Initial Application – One Location Fee/Year	\$	250.00
Additional Locations – Fee/Year/Location	\$	50.00
Community Development District:		
Dissolution Application		\$1,500.00

REQUESTING DEPARTMENTS:

Community Planning and Economic Development

FISCAL IMPACT:

Fiscal Impact is determined by the number of future applications received

RECOMMENDATION:

Motion to revise Resolution 2018-45 pertaining to certain fees, rates, and charges as indicated above.

Attachment: 1) Fee Schedule excerpt

AA/cp/ab

RESOLUTION NO. 2018-60

A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING RESOLUTION NO. 2018-45, ADOPTING RATES, CHARGES, AND FEES, FOR FISCAL YEAR 2018-2019, PURSUANT TO THE CITY OF PALM BAY, CODE OF ORDINANCES, TITLE XVII, LAND DEVELOPMENT CODE; RESCINDING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Bay Code of Ordinances, Title XVII, Land Development Code, provides for certain fees, rates, and charges to be established by resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. Resolution No. 2018-45 is hereby amended by including adjustments to the fees, rates, and charges, for Fiscal Year 2018-2019, pursuant to the City of Palm Bay Code of Ordinances, Title XVII, Land Development Code, which are, by reference, incorporated herein as Exhibit A.

SECTION 2. All resolutions or parts of resolutions in conflict herewith are hereby superseded and rescinded.

SECTION 3. The provisions within this resolution shall take effect immediately upon the enactment date.

This resolution was duly enacted at Meeting No. 2018- , of the City Council of the City of Palm Bay, Brevard County, Florida, held on , 2018.

ATTEST:

William Capote, MAYOR

Terese M. Jones, CITY CLERK

Language, incorporated into Exhibit A, which is ~~stricken~~ through shall be deleted; underscored language shall be included. Deletions and additions constitute the proposed amendment. Language remaining is now in effect and shall remain unchanged.

EXHIBIT 'A'

FY 2018-2019 Growth Management Department Fees Schedule

	FY 18	FY 19
GROWTH MANAGEMENT DEPARTMENT:		
CoO, Chapter 170, Construction Codes and Regulations:		
Building Permit Issuance	25.00	30.00
Building Permit Fee (unless specifically listed below)		
Value \$1,000 or less	25.00	30.00
Value \$1,001 to \$50,000 (first \$1,000)	25.00	30.00
Plus for every \$1,000 or fraction	6.00	6.00
Value \$50,001 to \$100,000 (first \$50,000)	319.00	319.00
Plus for every \$1,000 or fraction	5.00	5.00
Value \$100,001 to \$500,000 (first 100,000)	569.00	569.00
Plus for every \$1,000 or fraction	4.00	5.00
Value \$500,001 and up (first 500,000)	2,169.00	2,169.00
Plus for every \$1,000 or fraction	3.00	3.00
Building Permit Fee - Mobile Homes	250.00	250.00
Moving of a Building or Structure	150.00	150.00
Environmental Monitoring Fee		25.00
Demolition of Building or Structure (first 100,000 cubic feet)	125.00	125.00
Plus for every 10,000 c.f. or fraction	1.00	1.00
Plan Check Review Fees (1/2 building permit fee)	50%	50%
For every revision add	50.00	50.00
Residential		50.00
Commercial (per sheet)		40.00
Building Inspection Fee		
Residential		100.00
Commercial		100.00
Reinspection Fee (after failed inspection)		
Residential Permits		
Re-inspection	25.00	100.00
Commercial Permits		
Re-inspection	50.00	100.00
Roofing or Siding Repair - Single Family	50.00	100.00
New Roofing or Replacement Roofing or Siding - Single Family	100.00	150.00
Work Commenced without Permits (Note: double all fees or \$450.00 whichever is greater)	-	See Note
Failure to Call for Final Inspection	75.00	75.00
Change of Contractor (each change)	40.00	40.00

EXHIBIT 'A'

FY 2018-2019 Growth Management Department Fees Schedule

	FY 18	FY 19
Refund of Inspection Fees (if no inspections have occurred)	25.00	25.00
Subcontractor Fee (per subcontractor type)	40.00	40.00
Fire Inspection Fee (1/2 of Building Inspection Fee)	50%	50%
Fire Plan Review Fee (1/2 of Building Plan Review Fee)	50%	50%
Fire Inspection Fee - Mobile Vending		90.00
Emergency Light Inspection and Testing	50.00	50.00
Permit Extension	50.00	50.00
Master Plan per Model - Single Family	300.00	300.00
CoO, Chapter 174, Floodplain and Stormwater Management:		
Floodplain Permit Fee	60.00	60.00
Stormwater Review Fee (new or modified development, up to 5 acres	650.00	650.00
Over 5 acres in size (additional per acre)	15.00	15.00
4th to Final Review (per acre)	7.50	7.50
Inspection Fee (1.5% of the value of the site improvement)(due prior to construction)	1.5% of the value	1.5% of the value
Re-inspection fee	50.00	50.00
Single Family Residential Construction Drainage Permit	40.00	40.00
Hold Harmless Processing (new construction)	15.00	15.00
Lot Line Improvements Permits		
Review	43.00	43.00
Final Inspection	83.00	83.00
CoO, Chapter 178, Signs:		
Billboard Permit Fee	3,500.00	3,500.00
Annual Billboard Sign Inspection Fee	250.00	250.00
Annual Billboard Sign Plan Check Fees	25.00	25.00
After Third Revision	75.00	75.00
Failure to Call for Final Inspection	75.00	75.00
Change of Contractor	15.00	15.00
Refunds if No Inspections (Fee)	50.00	50.00
Sign Permit	25.00	25.00

EXHIBIT 'A'

FY 2018-2019 Growth Management Department Fees Schedule

	<u>FY 18</u>	<u>FY 19</u>
CoO, Chapter 179, Streets and Other Rights of Way:		
Creating or Vacating Easements or Drainage Rights of Way	182.00	182.00
Creating or Vacating Road Rights of Way	312.00	312.00
Driveway Permit		
Residential (construction in scattered lot subdivisions)	206.00	206.00
Residential (closed drainage (curb and gutter))	124.00	124.00
Commercial (all construction)	206.00	206.00
Revising Driveway or Temporary Driveways	75.00	75.00
Re-Inspections		
Open drainage (swale and pipe)	90.00	90.00
Closed drainage (curb and gutter)	57.00	57.00
Right of Way Use Permit	346.00	346.00
Single family residential irrigation permit	33.00	33.00
Water service connection permit		
No boring required	31.00	31.00
Boring required	140.00	140.00
Hold Harmless recording (irrigation/docks)	15.00	15.00
Each Street Cut	147.00	147.00
Projects under Section 179.096(E) (additional)	264.00	264.00
As-built fee (greater than or equal to 6" line installed)		
Right of Way Restoration Inspection Public Works	20.00	20.00
Final Plat Review Surveyor (maximum 3 reviews per fee)	620.00	620.00
Off-site Directional Sign Permit		
Processing and Design Fee	50.00	50.00
(Up to two signs on a multiple directional sign assembly)		
Processing and Design Fee	75.00	75.00
(Up to four signs (maximum allowed) on a multiple directional sign assembly. Valid for 5 years per ROW Use permit)		
Recreational and Cultural Sign		
Single Mounted Sign	150.00	150.00
Multiple Direction Sign	115.00	115.00

EXHIBIT 'A'

FY 2018-2019 Growth Management Department Fees Schedule

	FY 18	FY 19
CoO, Chapter 180, Trees and Shrubbery Landscaping:		
Tree Site Work Permit		
Maximum Fee (per acre or fraction thereof)	250.00	250.00
Fee Per Tree Removed	10.00	20.00
Tree Mitigation - Replacement Fee per Tree	300.00	350.00
CoO, Chapter 184, Subdivisions:		
Subdivisions		
Pre-Application Conference		250.00
(Subdivision, Site Plan, Development Plan)		
Preliminary Plat Subdivision Plan Application	500.00	500.00
Minor Subdivision Application Plan Review (Administrative)		800.00
Major Subdivision Application Plan Review (Administrative)		1,200.00
Final Plat Application	800.00	800.00
Vacation of Plat Application	250.00	250.00
Plat Review, City Surveyor	600.00	600.00
Inspection of Public Improvements (value)	0.5%	0.5%
CoO, Chapter 185, Zoning Code:		
Zoning/Rezoning Application	600.00	650.00
Variance Application	350.00	350.00
Conditional Use Application	600.00	650.00
Code Text Amendment Application	1,000.00	1,500.00
Off-Site Parking Site Plan Application	300.00	300.00
Development Agreement Review	600.00	
Preliminary-Development Plan Application	750.00	1,000.00
Final Development Plan Application	1,500.00	1,500.00
Comprehensive Plan Amendment or Future Land Use Map Amendment Application		
Large Scale (ten (10) acres or more)	1,600.00	2,000.00
Small Scale (less than ten (10) acres)	1,000.00	1,200.00
Text Amendment	1,600.00	2,000.00
Voluntary Annexation Request	1,600.00	2,000.00
Site Plan Application		
3 acres or less	500.00	850.00
Greater than 3 acres	800.00	1,000.00
Revision to Approved Plan (RTAP)	200.00	450.00

EXHIBIT 'A'

FY 2018-2019 Growth Management Department Fees Schedule

	<u>FY 18</u>	<u>FY 19</u>
Appeal of Administrative Decisions	200.00	650.00
Zoning Verification Letter	35.00	50.00
<u>Mobile Vending/Mobile Food Truck Permit</u>		
<u>Initial Application - One Location Fee/Year</u>		<u>250.00</u>
<u>Additional Locations - Fee/Year/Location</u>		<u>50.00</u>

Chapter 190, Florida Statutes

Community Development Districts		
Initial Application	7,500.00	7,500.00
Amended Application	3,750.00	3,750.00
<u>Dissolution Application</u>		<u>1,500.00</u>

NOTES:

Impact Fees are set by Ordinance and are contained in the Palm Bay Code of Ordinances and updated on the website.



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council
FROM: Gregg Lynk, City Manager
DATE: November 1, 2018
RE: Sale of City Property – Triangle Palm Bay, LLC

The City has contracted to sell and convey the following parcels to Triangle Palm Bay, LLC dated June 30, 2016.

1. Tract D and Tract E, Block 1312, Port Malabar Unit 26
Current Zoning: PUD, Planned Unit Development

Legal Description:

Tract D and Tract E, Port Malabar Unit Twenty Six, according to the Plat thereof, as recorded in Plat Book 16, Page 84 of the Public Records of Brevard County, Florida; and That portion of Section 34 and 35, Township 28 South, Range 36 East, lying South of Biarritz Street, North of Melbourne Tillman Drainage District Canal No. 20, West of Tract E and East of Tract D, all shown within the Plat of Port Malabar Unit Twenty Six, recorded in Plat Book 16, pages 84 through 90, Public Records of Brevard County, Florida.

The City has authorized the sale of the above tracts and releases any automatic reservation and right of entry in accordance with Florida Statutes Chapter 270, Public Lands, Section 270.11.

REQUESTING DEPARTMENTS:

Community Planning & Economic Development, Land Development/Planning Division

FISCAL IMPACT:

No fiscal impact

RECOMMENDATION:

Motion to adopt a Resolution selling and conveying the above referenced properties.

Attachment: 1) Resolution No. 2018-

EB/CB/ab

RESOLUTION NO. 2018-61

A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, SELLING AND CONVEYING PROPERTY AS RECORDED IN PLAT BOOK 16, PAGE 84, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Bay has contracted to sell and convey the following described properties to Triangle Palm Bay, LLC, a Florida Limited Liability Company ("Purchasers") dated June 30, 2016:

Tract D and Tract E, Port Malabar Unit Twenty Six, according to the Plat thereof, as recorded in Plat Book 16, Page 84 of the Public Records of Brevard County, Florida; and That portion of Section 34 and 35, Township 28 South, Range 36 East, lying South of Biarritz Street, North of Melbourne Tillman Drainage District Canal No. 20, West of Tract E and East of Tract D, all shown within the Plat of Port Malabar Unit Twenty Six, recorded in Plat Book 16, pages 84 through 90, Public Records of Brevard County, Florida, and

WHEREAS, the City has no plans to develop said Property and that it is unnecessary for public purposes, and

WHEREAS, the City has determined that the sale of said Properties is in the best interest of the Public, and

WHEREAS, the City has authorized its sale and authorized the City Manager to execute all necessary documents to convey the Property to the Purchasers.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The City of Palm Bay has hereby determined that said properties, are unnecessary for the City's public purposes, and

SECTION 2. The City of Palm Bay has hereby determined that disposal of said properties, as they are described above is in the best interest of the public, and

SECTION 3. The City of Palm Bay hereby authorizes the conveyance of said properties, to Triangle Palm Bay, LLC, a Florida Limited Liability Company, by City Manager, Gregg Lynk, pursuant to the applicable Florida Statutes, and

SECTION 4. The City of Palm Bay specifically releases any automatic reservation and right of entry in accordance with Section 270.11, Florida Statutes.

SECTION 5. This Resolution shall take effect immediately upon the enactment date.

This resolution was duly enacted at Meeting No. 2018- , of the City Council of the City of Palm Bay, Brevard County, Florida, held on , 2018.

William Capote, MAYOR

ATTEST:

Terese M. Jones, CITY CLERK

Reviewed by CAO: _____

cc: (date) Brevard County Recording



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager

DATE: November 1, 2018

RE: FY 2018 Fifth Budget Amendment

A thorough fiscal year-end close-out review of each department was completed. In addition to the following summary of the proposed budget amendment, the below spending appropriations from undesignated fund balances are requested for unbudgeted expenses within personnel, operating and/or contribution account line items:

General Fund (001) – Total Expenditures \$133,295

- Appropriate \$24,890 in personnel funds & \$54,755 in operating funds to the Parks & Recreation Department/Recreation Programs Division - **\$79,645.**
- Appropriate \$14,000 in operating & contribution funds to the City Attorney's Office/Administration Division & \$22,000 in operating funds to the City Attorney's Office/Legal Services Division - **\$36,000.**
- Appropriate \$2,317 in operating funds to the Finance Department/Administration Division & \$4,485 in operating funds to the Finance Department/Accounting Division - **\$6,802.**
- Appropriate \$3,075 in operating funds to the Growth Management Department/Administration Division & \$5,523 in operating funds to the Growth Management Department/Code Enforcement Division - **\$8,598.**
- Appropriate \$2,250 in contribution funds to the Economic Development Department/Administration Division - **\$2,250.**

Palm Bay Municipal Foundation (103) – Total Expenditures \$23,575

- Appropriate \$23,575 in operating funds to the Palm Bay Municipal Foundation - **\$23,575.**

Summary of the proposed budget amendment:

General Fund (001)

Revenues – Total \$1,534,852

- FY 2018 Year-End Close-Out - Recognizing the following actual receipts of revenue generated higher than budgeted - **\$992,980.**
 - Delinquent Ad Valorem - **\$167,565**
 - Engineering Plan Fees - **\$275,714**
 - Collection & Disposal Fees - **\$124,862**
 - Code Compliance Fines - **\$129,915**
 - Interest Income - **\$248,930**
 - Property Sales - **\$45,994**
- Transfer from the Utilities Operating Fund to the Communications & Information Technology Department (Project 18IT01) for telephone upgrade add-on expenditures - **\$21,000.**
- Record Property Sales - **\$520,872.**

Expenditures – Total \$1,515,444

- Close City-Wide School Flashers Project (17PW19); transfer remaining funds to Fund Balance – **(\$8,320).**
- Funding of Retirement Health Savings (RHS) Plan for Deputy City Managers; approved by Council 09/06/2018 – **\$5,000.**
- Additional funding for the Communications & Information Technology Department (Project 18IT01) for telephone upgrade add-on expenditures requested by the Utilities Department - **\$21,000.**
- Additional funding for Hurricane Irma Debris Removal and Monitoring expenditures; increased purchase orders for CERES Environmental and Thompson Consulting; approved by Council 09/20/2018 - **\$288,167.**
- Transfer available funds (\$15,600) to the Fleet Services Fund for the purchase of one (1) Brush Truck for the Fire Department \$15,600; approved 09/20/2018 – **Net \$0.**
- Transfer to the Stormwater Utility Fund for the FY 18 Stormwater Assessment Institutional Exemptions; approved 09/20/2018 – **\$308,329.**
- Transfer dedicated portion of property sales to the Road Maintenance CIP Fund; approved 09/20/2018 – **\$503,102.**

- Transfer remaining portion of property sales to the Road Maintenance CIP Fund after year-end budget close-out – **\$44,694.**
- Funding for real estate expenditure portions of property sales; approved 09/20/2018 – **\$19,070.**
- Additional funding for railroad crossing maintenance expenditures – **\$78,163.**
- Transfer available funds (\$13,500) from the Public Works Department to the Facilities Department for expenditures associated with the PW Crew Building (Project 14PW07) \$13,500 – **Net \$0.**
- Additional funding for Hurricane Irma Debris Removal and Monitoring expenditures \$11,422 & re-appropriation of previously appropriated FY 2017 funds (BA # 5; 11/02/2017) not rolled to FY 2018 \$180,985 - **\$192,407.**
- Transfer to the Building Fund for impact fee credit card acceptance fees repayment (FY 2017 Charges) - **\$32,149.**
- Additional funding for impact fee credit card acceptance fees (FY 2018 Charges) - **\$31,683.**

Parks Impact Fee Fund (154)

Revenues – Total \$147,638

- FY 2018 Year-End Close-Out - Recognizing actual receipts of revenue generated higher than budgeted - **\$147,638.**

Transportation Impact Fee Fund (155)

Revenues – Total \$1,408,032

- FY 2018 Year-End Close-Out - Recognizing actual receipts of revenue generated higher than budgeted - **\$1,408,032**

Community Investment Fund (301)

Revenues – Total \$1,700,000

- Recognize the award of Tourist Development Funds from the Brevard County Commissioners to improve, enhance and develop the Palm Bay Nature Center and Campgrounds; agreement entered into on 09/21/2018 – **\$1,700,000.**

Expenditures – Total \$1,700,000

- Funding for the Palm Bay Nature Center and Campgrounds project (16PK08) – **\$1,700,000**

Road Maintenance CIP Fund (307)

Revenues – Total \$547,796

- Transfer of dedicated portion of property sales from the General Fund; approved 09/20/2018 – **\$503,102.**
- Transfer remaining portion of property sales from the General Fund after year-end budget close-out – **\$44,694.**

Expenditures – Total \$547,796

- Transfer available funds (\$250,240) to the Fleet Services Fund for the purchase of one (1) Caterpillar 120M Motorgrader \$250,240; approved 09/20/2018 – **Net \$0.**
- Increase allowable expenditures of the FY 18 Road Maintenance Program (Project 18RD01) due to appropriations from property sale revenues – **\$547,796.**

Utilities Operating Fund (421)

Expenditures - Total \$21,000

- Transfer to the General Fund (Communications & Information Technology Department/Project 18IT01) for telephone upgrade add-on expenditures - **\$21,000.**

Building Fund (451)

Revenue – Total \$1,186,942

- FY 2018 Year-End Close-Out - Recognizing the following actual receipts of revenue generated higher than budgeted - **\$1,154,793**
 - Building Permits - **\$772,416**
 - Plan Check Fees - **\$382,377**
- Transfer from the General Fund for impact fee credit card acceptance fees repayment - **\$32,149.**

Expenditures – Total \$14,581

- Purchase two (2) 2018 Nissan Frontier vehicles; approved by Council 09/06/2018 - **\$46,264**.
- Reduction in funding for impact fee credit card acceptance fees (FY 2018 Charges); moved to General Fund – **(\$31,683)**.

Stormwater Utility Fund (461)

Revenues – Total \$324,214

- FY 2018 Year-End Close-Out - Recognizing the following actual receipt of revenue generated higher than budgeted:
 - Stormwater Service Fees - **\$324,214**

Expenditures – Total \$308,329

- Transfer from the General Fund for the FY 18 Stormwater Assessment Institutional Exemptions; approved 09/20/2018 – **\$308,329**.

Employee Health Insurance Fund (511)

Revenues – Total \$1,475,497

- FY 2018 Year-End Close-Out - Recognizing the following actual receipt of revenue generated higher than budgeted:
 - Specific Excess Recovery - **\$1,475,497**

Risk Management Fund (512)

Revenues – Total \$179,949

- FY 2018 Year-End Close-Out - Recognizing the following actual receipt of revenue generated higher than budgeted:
 - Specific Excess Recovery - **\$179,949**

Expenditures – Total \$18,490

- Transfer to the Fleet Services Fund for the purchase of one (1) 2018 Ford Escape 4X2 vehicle;

approved by Council 09/06/2018 - **\$18,490.**

Fleet Services Fund (521)

Revenues – Total \$284,330

- Transfer from the Risk Management Fund for the purchase of one (1) 2018 Ford Escape 4X2 vehicle; approved by Council 09/06/2018 - **\$18,490.**
- Transfer available funds to the Fleet Services Fund for the purchase of one (1) Caterpillar 120M Motorgrader; approved 09/20/2018 – **\$250,240.**
- Transfer from the General Fund for the purchase of one (1) Brush Truck for the Fire Department; approved 09/20/2018 – **\$15,600.**

Expenditures – Total \$284,330

- Complete the purchase of one (1) 2018 Ford Escape 4X2 vehicle; approved by Council 09/06/2018 - **\$18,490.**
- Complete the purchase of one (1) Caterpillar 120M Motorgrader; approved 09/20/2018 – **\$250,240.**
- Complete the purchase of one (1) Brush Truck for the Fire Department; approved 09/20/2018 – **\$15,600.**

REQUESTING DEPARTMENTS:

Finance Department, Office of the City Attorney, Communications & Information Technology Department, Economic Development Department, Facilities Department, Fire Department, Growth Management Department, Human Resource Department, Parks & Recreation Department; Public Works Department, and Utilities Department.

RECOMMENDATION:

Motion to adopt FY 2018 Fifth Budget Amendment Ordinance.

Attachments: 1) Ordinance
 2) General Fund Appropriations Fund Balance

AC/ab

Appropriations from September 30, 2017 Fund Balance

Fund Balance at September 30, 2017

Nonspendable	21,112	
Committed	193,358	
Assigned	128,915	
Unassigned	8,288,602	13.57%
Total GF Fund Balance @ 09/30/17	8,631,987	14.13%

<u>Type Expd</u>	<u>Department</u>	<u>Budget Amend No. 1 - Approved December 21, 2017</u>	<u>Amount</u>	<u>BA Total</u>	<u>Total Approp.</u>
		Total Undesignated Funds Used - Budget Amendment 1		(1,653,021.00)	
		<u>Budget Amend No. 2 - Approved March 22, 2018</u>			
		Total Undesignated Funds Used - Budget Amendment 2		(106,629.00)	
		<u>Budget Amend No. 3 - Approved June 21, 2018</u>			
		Total Undesignated Funds Used - Budget Amendment 3		37,064.00	
		<u>Budget Amend No. 4 - Approved October 4, 2018</u>			
		Total Undesignated Funds Used - Budget Amendment 4		(277,301.00)	
		Total FY 18 Appropriations Upon Approval of Budget Amendment 4			(1,999,887.00)
		<u>Budget Amend No. 5 - Pending November 1, 2018 Enactment</u>			
		<u>Additions/Revenues</u>			
	Department-wide	FY 2018 Close-Out - Recognizing Additional Revenue	992,980.00		
	CIT	CIT/Telephone Upgrade Add-On (Utilities) Expenditure Reimbursement	21,000.00		
	Finance/EDEA	Record Property Sales	520,872.00		
			1,534,852.00		
		<u>Reductions/Expenditures</u>			
	Department-wide	FY 2018 Close-Out - Appropriating Additional Funds	(133,295.00)		
	Public Works	Close City Wide School Flashers Project (17PW19)	8,320.00		
	CMO	RHS Plan - Deputy City Managers	(5,000.00)		
	CIT	CIT/Telephone Upgrade Add-On (Utilities) Expenditure	(21,000.00)		
	Public Works	Debris Removal/Monitoring Purchase Order Increases (Hurricane Irma)	(288,167.00)		
	Fleet/Fire	Net Impact \$0.00 - Use Fire Dept. Funds for Brush Truck Purchase	0.00		
	Public Works	SWU Transfer - FY 18 Stormwater Assessment Inst. Exemptions	(308,329.00)		
	Public Works	Transfer to Road Maint. CIP - Property Sales Portion	(503,102.00)		
	Public Works	Transfer to Road Maint. CIP - Property Sales Portion	(44,694.00)		
	EDEA	Read Estate Expenditures - Property Sales Portion	(19,070.00)		
	Public Works	FEC Railroad Crossing Maintenance (Invoices)	(78,163.00)		
	Public Works/Facilities	Net Impact \$0.00/Division Transfer - PW Crew Building (14PW07)	0.00		
	Public Works	Debris Removal/Monitoring Funding (Hurricane Irma)	(192,407.00)		
	General Government	Impact Fee Credit Card Acceptance Fees Repayment FY 2017 (Building Fund)	(32,149.00)		
	General Government	Impact Fee Credit Card Acceptance Fees FY 2018	(31,683.00)		
			(1,648,739.00)		
		Total Undesignated Funds Used - Budget Amendment 5		(113,887.00)	
		Total FY 18 Appropriations Upon Approval of Budget Amendment 5			(2,113,774.00)
		Unassigned 9/30/17 Fund Balance after FY 18 Appropriations		6,174,828.17	10.11%
		Minimum Required Fund Balance based on FY 18 Proposed Budget		6,107,113.00	10.00%

ORDINANCE NO. 2018-58

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE FISCAL YEAR 2018 BUDGET BY APPROPRIATING AND ALLOCATING FUNDS AS FOLLOWS: USE OF UNDESIGNATED FUND BALANCE IN THE FOLLOWING FUNDS: GENERAL FUND, UTILITY OPERATING FUND, BUILDING FUND, AND RISK MANAGEMENT FUND; TRANSFER FROM THE GENERAL FUND TO THE STORMWATER UTILITY FUND FOR THE FISCAL YEAR 2018 STORMWATER ASSESSMENT INSTITUTIONAL EXEMPTIONS; TRANSFER FROM THE GENERAL FUND TO THE ROAD MAINTENANCE CIP FUND TO RECORD PROPERTY SALE REVENUES; TRANSFER FROM THE GENERAL FUND TO THE BUILDING FUND FOR IMPACT FEE CREDIT CARD ACCEPTANCE FEE REPAYMENTS; TRANSFER FROM THE GENERAL FUND, THE ROAD MAINTENANCE CIP FUND, AND THE RISK MANAGEMENT FUND TO THE FLEET FUND FOR EQUIPMENT AND VEHICLE PURCHASES; TRANSFER FROM THE UTILITIES OPERATION FUND TO THE GENERAL FUND FOR TELEPHONE UPGRADE ADD-ON EXPENDITURES; RECOGNIZING ADDITIONAL REVENUES RESULTING FROM THE FISCAL YEAR 2018 YEAR-END BUDGET CLOSE-OUT REVIEW IN THE FOLLOWING FUNDS: GENERAL FUND, PARKS IMPACT FEE FUND, TRANSPORTATION IMPACT FEE FUND, BUILDING FUND, STORMWATER UTILITY FUND, EMPLOYEE HEALTH INSURANCE FUND, AND RISK MANAGEMENT FUND; RECOGNIZING TOURIST DEVELOPMENT FUNDS FOR THE PALM BAY NATURE CENTER AND CAMPGROUNDS; RECOGNIZING THAT SUCH APPROPRIATIONS MUST BE MADE PURSUANT TO THE CODE OF ORDINANCES OF THE CITY OF PALM BAY, CHAPTER 35; ADOPTING, RATIFYING, CONFIRMING, AND VALIDATING THE ALLOCATIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Bay recognizes that non-budgeted items must be appropriated and that such appropriation must be allocated by Ordinance, and

WHEREAS, transfers between funds and departments must be approved by City Council, and

WHEREAS, Chapter 35, Finance, Budget, Section 35.035, of the City of Palm Bay, Code of Ordinances provides for the transfer of funds and appropriation of unbudgeted funds.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The City Council, in accordance with the City of Palm Bay, Code of Ordinances, Chapter 35, Finance, Budget, Section 35.035, hereby appropriates the following funds:

	Revenues	Expenditures
<u>General Fund</u>		
Close City-Wide School Flashers Project (17PW19)		(8,320)
Retirement Health Savings (RHS) Plan - DCM		5,000
Transfer from Utilities Operating Fund for Telephone Upgrade Expenditures (CIT/Project 18IT01)	21,000	
Telephone Upgrade Expenditures (CIT/Project 18IT01)		21,000
Hurricane Irma Debris Removal Expenditure Increase		288,167
Use available funds to purchase one (1) Brush Truck		(15,600)
Transfer to Fleet Services Fund for the purchase of one (1) Brush Truck		15,600
Transfer to Stormwater Utility Fund for FY 18 Stormwater Assessment Institutional Exemptions		308,329
Record Property Sales	520,872	
Transfer to Road Maintenance CIP Fund - Property Sales Portion; portion approved by Council 09/20/2018		503,102
Transfer remaining property sales portion to Road Maintenance CIP Fund; Year-End Budget Close-Out		44,694
Real Estate Expenditures (EDEA) - Property Sales		19,070
FEC Railroad Crossing Maintenance		78,163
Division Transfer: PW Crew Building (Project 14PW07) expenditures transfer to Facilities Department		(13,500)
Division Transfer: PW Crew Building (Project 14PW07) expenditures transfer from Public Works Department		13,500
Hurricane Irma Debris Removal Expenditures - Additional Funding & Re-Appropriation of FY 2017/BA #5 Funding		192,407
Transfer to Building Fund - Impact Fee Credit Card Acceptance Fees Repayment (FY 2017 Charges)		32,149

City of Palm Bay, Florida
Ordinance No. 2018-58
Page 3 of 5

Impact Fee Credit Card Acceptance Fees (FY 2018) - Additional Funding		31,683
Year-End Budget Close-Out - Recognizing Additional Revenue	992,980	
Year-End Close-Out - Additional Funding - Parks & Recreation		79,645
Year-End Close-Out - Additional Funding - City Attorney		36,000
Year-End Close-Out - Additional Funding - Finance		6,802
Year-End Close-Out - Additional Funding - Growth Management		8,598
Year-End Close-Out - Additional Funding - Econ. Development		2,250
Undesignated Fund Balance	113,887	
Fund Subtotal	1,648,739	1,648,739
<u>Palm Bay Municipal Foundation (103)</u>		
Year-End Close-Out - Additional Funding		23,575
Undesignated Fund Balance	23,575	
Fund Subtotal	23,575	23,575
<u>Parks Impact Fee Fund (154)</u>		
Year-End Budget Close-Out - Recognizing Additional Revenue	147,638	
Undesignated Fund Balance	(147,638)	
Fund Subtotal	-	-
<u>Transportation Impact Fee Fund (155)</u>		
Year-End Budget Close-Out - Recognizing Additional Revenue	1,408,032	
Undesignated Fund Balance	(1,408,032)	
Fund Subtotal	-	-
<u>Community Investment Fund (301)</u>		
Recognize Tourist Development Award - Palm Bay Nature Center & Campgrounds; agreement entered 09/21/2018	1,700,000	
Palm Bay Nature Center & Campgrounds (16PK08)		1,700,000
Fund Subtotal	1,700,000	1,700,000
<u>Road Maintenance CIP Fund (307)</u>		
Use available funds for the purchase of one (1) Caterpillar 120M Motorgrader		(250,240)
Transfer to Fleet Services Fund for the purchase of one (1) Caterpillar 120M Motorgrader		250,240
Transfer from General Fund - Property Sales Portions	547,796	
FY 18 Road Maintenance Program (18RD01)		547,796
Fund Subtotal	547,796	547,796
<u>Utilities Operating Fund (421)</u>		
Transfer to General Fund for Telephone Upgrade Expenditures (CIT/Project 18IT01)		21,000
Undesignated Fund Balance	21,000	
Fund Subtotal	21,000	21,000

Building Fund (451)

Purchase of two (2) 2018 Nissan Frontiers		46,264
Transfer from General Fund - Impact Fee Credit Card Acceptance Fees Repayment (FY 2017 Charges)	32,149	
Funding Reduction Impact Fee Credit Card Acceptance Fees (FY 2018) - Moved to General Fund		(31,683)
Year-End Budget Close-Out - Recognizing Additional Revenue	1,154,793	
Undesignated Fund Balance	(950,985)	
Reserves		221,376
Fund Subtotal	235,957	235,957

Stormwater Utility Fund (461)

FY 18 Stormwater Assessment Institutional Exemptions		308,329
Year-End Budget Close-Out - Recognizing Additional Revenue	324,214	
Transfer from General Fund	308,329	
Undesignated Fund Balance	(324,214)	
Fund Subtotal	308,329	308,329

Employee Health Insurance Fund (511)

Year-End Budget Close-Out - Recognizing Additional Revenue	1,475,497	
Reserves		1,475,497
Fund Subtotal	1,475,497	1,475,497

Risk Management Fund (512)

Transfer to Fleet Services Fund for the purchase of one (1) 2018 Ford Escape 4x2		18,490
Year-End Budget Close-Out - Recognizing Additional Revenue	179,949	
Undesignated Fund Balance	(10,000)	
Reserves		151,459
Fund Subtotal	169,949	169,949

Fleet Services Fund (521)

Complete purchase of one (1) 2018 Ford Escape 4x2		18,490
Transfer from Risk Management Fund	18,490	
Complete purchase of one (1) Caterpillar 120M Motorgrader		250,240
Transfer from Road Maintenance CIP Fund	250,240	
Complete purchase of one (1) Brush Truck		15,600
Transfer from General Fund	15,600	
Fund Subtotal	284,330	284,330

Total	6,415,172	6,415,172
--------------	------------------	------------------

SECTION 2. The City Council adopts, ratifies, and approves the appropriations as listed above.

SECTION 3. The provisions within this Ordinance shall take effect immediately upon the enactment date.

Read in title only at Meeting No. 2018- , held on , 2018; and read in title only and duly enacted at Meeting No. 2018- , held on , 2018.

William Capote, MAYOR

ATTEST:


Terese M. Jones, CITY CLERK

Reviewed by CAO: _____



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Procurement Code of Ordinance, Section 38.07 Definition of Terms:
Mandatory City Council Approval Amount

City of Palm Bay Code of Ordinance, Chapter 38, Section 38.07, includes the requirement to adjust annually the mandatory City Council approval amounts based on a Bureau of Labor Statistics (BLS) CPI index. Language contained in the Code reads as follows:

Mandatory City Council Approval Amount means the minimum purchasing amount at which City Council approval is required. The mandatory City Council approval amount shall be equal to or greater than one hundred thousand dollars (\$100,000.⁰⁰) total expenditure for the initial contract term. *The mandatory City Council approval amount shall be adjusted annually and cumulatively by the Bureau of Labor Statistics' C-CPI-U All Urban Consumers index (All Items Less Food and Energy) in October of each year.* Such purchases must be approved by the City Council prior to execution of the contract or purchase order. City Council approval of an award recommendation does not constitute a binding contract with the recommended vendor until execution of a purchase order or contract by the City. Purchases for items delineated per Section 35.085(E) of this Ordinance shall be exempt from the mandatory City Council approval amount and shall be acquired at reasonable prices from qualified sources. The mandatory City Council approval amount for change orders and contract modifications shall be ten percent (10%) or \$100,000.⁰⁰ whichever is lower. Purchases not exceeding the mandatory City Council approval amount shall be made in accordance with the Procurement Manual.

This CPI increase was not requested in October of last year (2017) due to oversight. In reviewing the requirement for 2018, it is recommended by the Chief Procurement Officer that this language be deleted from the Code of Ordinance to maintain consistency in the process requirement for City Council approval at the \$100,000 threshold amount which is already established in the original Procurement Code of Ordinance as written.

REQUESTING DEPARTMENTS:
Procurement Department

FISCAL IMPACT:

There is no fiscal impact to this item.

RECOMMENDATION:

Motion to approve change to the Procurement Code of Ordinance Chapter 38, Section 38.07 Definition of Terms: Mandatory City Council Approval Amount by removing the language which reads: "The mandatory City Council approval amount shall be adjusted annually and cumulatively by the Bureau of Labor Statistics' C-CPI-U All Urban Consumers index (All Items Less Food and Energy) in October of each year."

Attachment: 1) Ordinance

BLM/ab

ORDINANCE NO. 2018-59

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE CODE OF ORDINANCES, TITLE III, ADMINISTRATION, CHAPTER 38, PROCUREMENT DEPARTMENT, IN ORDER TO REVISE CERTAIN DEFINITIONS CONTAINED THEREIN; PROVIDING FOR THE REPEAL OF ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR INCLUSION IN THE CITY OF PALM BAY CODE OF ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The City of Palm Bay Code of Ordinances, Title III, Administration, Chapter 38, Procurement Department, Section 38.07, Definition of Terms, is hereby amended and shall henceforth read as follows:

“Section 38.07 DEFINITION OF TERMS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

* * *

MANDATORY CITY COUNCIL APPROVAL AMOUNT. The minimum purchasing amount at which City Council approval is required. The mandatory City Council approval amount shall be equal to or greater than one hundred thousand dollars (\$100,000.00) total expenditure for the initial contract term. ~~The mandatory City Council approval amount shall be adjusted annually and cumulatively by the Bureau of Labor Statistics' C-CPI-U All Urban Consumers index (All Items Less Food and Energy) in October of each year.~~ Such purchases must be approved by the City Council prior to execution of the contract or purchase order. City Council approval of an award recommendation does not constitute a binding contract with the recommended vendor until execution of a purchase order or contract by the City. Purchases for items delineated per § 38.06(E) of this Ordinance shall be exempt from the mandatory City Council approval amount and shall be acquired at reasonable prices from qualified sources. The mandatory City Council approval amount for change orders and contract modifications shall be ten percent (10%) or one hundred thousand dollars (\$100,000.00) whichever is lower. Purchases not exceeding the mandatory City Council approval amount shall be made in accordance with the Procurement Manual.

* * *”

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed and all ordinances or parts of ordinances not in conflict herewith are hereby continued in full force and effect.

SECTION 3. It is the intention of the City Council of the City of Palm Bay that the provisions of this Ordinance shall be made a part of the City of Palm Bay Code of Ordinances and the sections may be renumbered to accomplish such intention.

SECTION 4. If any portion, clause, phrase, sentence or classification of this ordinance is held or declared to be either unconstitutional, invalid, inapplicable, inoperative or void, then such declaration shall not be construed to affect other portions of the ordinance; it is hereby declared to be the express opinion of the City Council of the City of Palm Bay that any such unconstitutional, invalid, inapplicable, inoperative or void portion or portions of this ordinance did not induce its passage, and that without the inclusion of any such portion or portions of this ordinance, the City Council would have enacted the valid constitutional portions thereof.

SECTION 5. The provisions within this ordinance shall take effect immediately upon the enactment date.

Read in title only at Meeting No. 2018- , held on , 2018; and read in title only and duly enacted at Meeting No. 2018- , held on , 2018.

William Capote, MAYOR

ATTEST:


Terese M. Jones, CITY CLERK

Reviewed by CAO: _____



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Emerald Investment Holdings LLC Irrevocable Letter of Credit for the Benefit of the City of Palm Bay, St. Johns Heritage Parkway

Emerald Investment Holdings LLC is the developer for the Emerald City and Emerald Lakes Development located at the interchange of St. Johns Heritage Parkway and I-95, currently under construction. The city presently maintains \$382,940.00, provided by Emerald Investment Holdings in an escrow account for ancillary modification to the Parkway construction to benefit their proposed development.

Emerald Investment Holdings wishes to move the deposit from the escrow account to an Irrevocable Letter of Credit (ILOC) as the financial instrument securing the funding.

REQUESTING DEPARTMENT:

Community Planning and Economic Development

FISCAL IMPACT:

No fiscal impact

RECOMMENDATION:

Motion to approve transferring the secured funds from escrow to ILOC.

Attachment: 1) Draft ILOC

AA/ab

**** DRAFT COPY ****

(1)

STANDBY LETTER OF CREDIT		PAGE 1
DATE OF ISSUE	IRREVOCABLE STANDBY LETTER OF CREDIT	NUMBER
	DATE AND PLACE OF EXPIRY	
APPLICANT B. JEREMY KAUFMAN, GERALD KAUFMAN AND JBK TRUST DATED MARCH 4, 2008 30 W. MONROE ST., SUITE 1700 CHICAGO, IL 60603	BENEFICIARY CITY OF PALM BAY 120 MALABAR ROAD, SE SEE BELOW FOR NAME AND ADDRESS	
ADVISING BANK NONE	AMOUNT USD382,940.00 U.S. DOLLARS THREE HUNDRED EIGHTY TWO THOUSAND NINE HUNDRED FORTY ONLY	

ATTACHMENT TO APPLICATION AND AGREEMENT FOR STANDBY LETTER OF CREDIT
PLEASE ISSUE LETTER OF CREDIT IN ACCORDANCE WITH THE TERMS AND CONDITIONS
SHOWN BELOW:

*[TO BE INSERTED AT TIME OF ISSUANCE]

BENEFICIARY:
CITY OF PALM BAY
120 MALABAR ROAD, SE
PALM BAY, FL 32904
C/O CANTWELL & GOLDMAN, PA, AS ("ESCROW AGENT")
96 WILLARD STREET, SUITE 302
COCOA, FLORIDA 32922

WE, WINTRUST BANK (THE "BANK"), HEREBY ISSUE IN YOUR FAVOR THIS IRREVOCABLE
LETTER OF CREDIT NUMBER _____*_____ (THE "LETTER OF CREDIT"), AT THE REQUEST OF
B. JEREMY KAUFMAN, GERALD KAUFMAN AND JBK TRUST DATED MARCH 4, 2008, FOR THE
ACCOUNT OF EMERALD INVESTMENT HOLDINGS LLC, 605 S. FREMONT AVENUE, TAMPA, FL
33606 IN THE AGGREGATE AMOUNT OF USD382,940.00 EFFECTIVE IMMEDIATELY,
AVAILABLE WITH WINTRUST BANK, C/O ITS SERVICE PROVIDER, WINTRUST FINANCIAL
CORPORATION, ATTN: INTERNATIONAL SERVICES GROUP, 231 S. LASALLE ST., 13TH
FLOOR, CHICAGO, IL 60604, EXPIRING WITH OUR CLOSE OF BUSINESS ON
_____ UNLESS EXTENDED AS HEREIN PROVIDED.

FUNDS UNDER THIS LETTER OF CREDIT ARE AVAILABLE TO YOU AGAINST PRESENTATION OF
THE FOLLOWING DOCUMENTS:

**** DRAFT COPY ****

(1)

STANDBY LETTER OF CREDIT		PAGE 2
DATE OF ISSUE	CONTINUATION OF STANDBY LETTER OF CREDIT	NUMBER
	DATE AND PLACE OF EXPIRY	
APPLICANT B. JEREMY KAUFMAN, GERALD KAUFMAN AND JBK TRUST DATED MARCH 4, 2008 30 W. MONROE ST., SUITE 1700 CHICAGO, IL 60603	BENEFICIARY CITY OF PALM BAY 120 MALABAR ROAD, SE SEE BELOW FOR NAME AND ADDRESS	

1. BENEFICIARY'S SIGNED DRAFT AT SIGHT DRAWN ON WINTRUST BANK BEARING THE CLAUSE "DRAWN UNDER WINTRUST BANK LETTER OF CREDIT NO. _____ * _____ DATED _____ * _____"; IN THE FORM ATTACHED HERETO AS EXHIBIT A, DULY COMPLETED.

2. BENEFICIARY'S SIGNED CERTIFICATE IN THE FORM ATTACHED HERETO AS EXHIBIT B, DULY COMPLETED.

3. COPY OF SUBSTANTIAL COMPLETION CERTIFICATE(S) ISSUED BY CITY OF PALM BAY AND THE WRITTEN NOTICE(S) ISSUED BY THE ESCROW AGENT DATED NOT LESS THAN FIFTEEN DAYS PRIOR TO THE DATE OF PRESENTATION.

AND

4. THE ORIGINAL OF THIS LETTER OF CREDIT AND ALL AMENDMENTS, IF ANY.

IT IS A CONDITION OF THIS LETTER OF CREDIT THAT IT SHALL BE DEEMED AUTOMATICALLY EXTENDED, ON THE EXPIRY DATE, WITHOUT AMENDMENT FOR ADDITIONAL PERIOD(S) OF ONE YEAR FROM THE PRESENT OR ANY FUTURE EXPIRY DATE HEREOF, UNLESS AT LEAST NINETY (90) DAYS PRIOR TO THE CURRENT EXPIRY DATE WE SEND YOU NOTICE IN WRITING BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, OR OVERNIGHT COURIER THAT WE ELECT NOT TO CONSIDER THIS LETTER OF CREDIT EXTENDED FOR ANY SUCH ADDITIONAL PERIOD.

PARTIAL AND MULTIPLE DRAWS ARE PERMITTED. FOLLOWING ANY PARTIAL DRAW HONORED BY US, WE WILL ENDORSE THIS LETTER OF CREDIT AND RETURN THE ORIGINAL TO THE BENEFICIARY BY OVERNIGHT COURIER SERVICE, PROVIDED THERE IS A BALANCE AND THE LETTER OF CREDIT HAS NOT EXPIRED.

WE HEREBY ENGAGE WITH YOU THAT ALL DRAFT(S) DRAWN UNDER AND IN COMPLIANCE WITH THE TERMS AND CONDITIONS OF THIS LETTER OF CREDIT WILL BE DULY HONORED IF PRESENTED TO WINTRUST BANK, C/O OUR SERVICE PROVIDER, WINTRUST FINANCIAL CORPORATION, ATTN: INTERNATIONAL SERVICES GROUP, 231 S. LASALLE ST., 13TH

**** DRAFT COPY ****

(1)

STANDBY LETTER OF CREDIT		PAGE 3
DATE OF ISSUE	CONTINUATION OF STANDBY LETTER OF CREDIT	NUMBER
	DATE AND PLACE OF EXPIRY	
APPLICANT B. JEREMY KAUFMAN, GERALD KAUFMAN AND JBK TRUST DATED MARCH 4, 2008 30 W. MONROE ST., SUITE 1700 CHICAGO, IL 60603	BENEFICIARY CITY OF PALM BAY 120 MALABAR ROAD, SE SEE BELOW FOR NAME AND ADDRESS	
<p>FLOOR, CHICAGO, IL 60604 ON OR BEFORE THE THEN CURRENT EXPIRY DATE.</p> <p>THIS LETTER OF CREDIT IS NOT TRANSFERABLE AND IS NOT ASSIGNABLE.</p> <p>THIS LETTER OF CREDIT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF ILLINOIS, INCLUDING THE UNIFORM COMMERCIAL CODE. UNLESS INCONSISTENT WITH ILLINOIS LAW, THIS LETTER OF CREDIT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE INTERNATIONAL STANDBY PRACTICES (ISP98), AS HEREBY EXPRESSLY INCORPORATED BY REFERENCE.</p> <p>THIS LETTER OF CREDIT SETS FORTH IN FULL THE TERMS OF OUR UNDERTAKING, AND SUCH UNDERTAKING SHALL NOT IN ANY WAY BE MODIFIED, AMPLIFIED OR LIMITED BY REFERENCE TO ANY DOCUMENT, INSTRUMENT OR AGREEMENT REFERRED TO IN THIS STANDBY LETTER OF CREDIT, EXCEPT ONLY THE ISP98 REFERRED TO HEREIN, AND ANY SUCH REFERENCE SHALL NOT BE DEEMED TO INCORPORATE HEREIN ANY SUCH DOCUMENT, INSTRUMENT OR AGREEMENT.</p> <p>THE ORIGINAL LETTER OF CREDIT AND ALL AMENDMENTS, IF ANY, AND ANY NOTICES OR CORRESPONDENCE INTENDED FOR THE BENEFICIARY, WILL BE SENT TO THE ESCROW AGENT: CANTWELL & GOLDMAN, PA 96 WILLARD STREET, SUITE 302 COCOA, FLORIDA 32922</p> <p>PLEASE ADDRESS ALL CORRESPONDENCE REGARDING THIS LETTER OF CREDIT TO WINTRUST BANK, C/O ITS SERVICE PROVIDER, WINTRUST FINANCIAL CORPORATION, ATTN: INTERNATIONAL SERVICES GROUP, 231 S. LASALLE STREET, 13TH FLOOR, CHICAGO, IL 60604 REFERENCING THE LETTER OF CREDIT NUMBER MENTIONED ABOVE. FOR TELEPHONE ASSISTANCE, PLEASE CONTACT THE STANDBY UNIT AT 1-312-981-0767 OR BY EMAIL TO OUR INTERNATIONAL SERVICES GROUP AT INTERNATIONALSERVICES@WINTRUST.COM.</p>		

**** DRAFT COPY ****

(1)

STANDBY LETTER OF CREDIT		PAGE 4
DATE OF ISSUE	CONTINUATION OF STANDBY LETTER OF CREDIT	NUMBER
	DATE AND PLACE OF EXPIRY	
APPLICANT B. JEREMY KAUFMAN, GERALD KAUFMAN AND JBK TRUST DATED MARCH 4, 2008 30 W. MONROE ST., SUITE 1700 CHICAGO, IL 60603	BENEFICIARY CITY OF PALM BAY 120 MALABAR ROAD, SE SEE BELOW FOR NAME AND ADDRESS	
<p>*****</p> <p>THIS SECTION IS FOR THE APPLICANT ONLY AND WILL NOT BE PART OF THIS LETTER OF CREDIT:</p> <p>THE ABOVE LETTER OF CREDIT DRAFT LANGUAGE AND ATTACHMENTS HAVE BEEN REVIEWED AND APPROVED BY:</p> <p>B. JEREMY KAUFMAN, GERALD KAUFMAN AND JBK TRUST DATED MARCH 4, 2008</p> <p>→ BY: _____ (AUTHORIZED SIGNATURE)</p> <p>PRINT NAME: B. JEREMY KAUFMAN DATE: _____</p> <p>→ BY: _____ (AUTHORIZED SIGNATURE)</p> <p>PRINT NAME: GERALD KAUFMAN DATE: _____</p> <p>JBK TRUST DATED MARCH 4, 2008 DATE: _____</p> <p>→ BY: _____ (AUTHORIZED SIGNATURE)</p> <p>B. JEREMY KAUFMAN, NOT PERSONALLY, BUT SOLEY AS TRUSTEE</p>		

(1)

STANDBY LETTER OF CREDIT		PAGE 5
DATE OF ISSUE	CONTINUATION OF STANDBY LETTER OF CREDIT	NUMBER
	DATE AND PLACE OF EXPIRY	
APPLICANT B. JEREMY KAUFMAN, GERALD KAUFMAN AND JBK TRUST DATED MARCH 4, 2008 30 W. MONROE ST., SUITE 1700 CHICAGO, IL 60603	BENEFICIARY CITY OF PALM BAY 120 MALABAR ROAD, SE SEE BELOW FOR NAME AND ADDRESS	
<p>EMERALD INVESTMENT HOLDINGS, LLC</p> <p>DATE: _____</p> <p>BY: ZONS DEVELOPMENT, LLC, MANAGER</p> <p>BY: _____</p> <p>(AUTHORIZED SIGNATURE)</p> <p>PAUL PALUZZI, MANAGING MANAGER</p> <p>BY: _____</p> <p>(AUTHORIZED SIGNATURE)</p> <p>RANALD STEWART, JR., MANAGER</p> <p>***** END OF CREDIT *****</p> <p>THIS AREA INTENTIONALLY BLANK</p>		
THIS DOCUMENT CONSISTS OF 5 PAGES YOURS FAITHFULLY, FOR AND ON BEHALF OF WINTRUST BANK		
AUTHORIZED SIGNATURE(S)	AUTHORIZED SIGNATURE(S)	

LD

ATTACHMENT TO APPLICATION AND AGREEMENT FOR STANDBY LETTER OF CREDIT

EXHIBIT A
SIGHT DRAFT

IRREVOCABLE LETTER OF CREDIT NUMBER: _____ *

TO:
WINTRUST BANK
C/O ITS SERVICE PROVIDER
WINTRUST FINANCIAL CORPORATION
ATTN.: INTERNATIONAL SERVICES GROUP
231 S. LASALLE STREET, 13TH FLOOR
CHICAGO, IL 60604

DATE: _____

PAY AT SIGHT TO THE ORDER OF: ____ (INSERT BENEFICIARY'S NAME) _____

THE SUM OF _____ (USD _____)
[AMOUNT IN WORDS] [AMOUNT IN NUMBERS]

DRAWN UNDER WINTRUST BANK LETTER OF CREDIT NUMBER ____ * ____ DATED ____ * ____.

VALUE RECEIVED AND CHARGED TO THE ACCOUNT OF: EMERALD INVESTMENT HOLDINGS, LLC

DRAWN ON:
WINTRUST BANK

(BENEFICIARY)

BY: _____
(SIGNATURE)

PRINT NAME: _____

TITLE: _____

PAY BY WIRE TRANSFER TO OUR ACCOUNT PER INSTRUCTIONS BELOW:

BANK NAME: _____
ABA NO: _____
ACCT NO. _____
REF NO: _____

(1)

ATTACHMENT TO APPLICATION AND AGREEMENT FOR STANDBY LETTER OF CREDIT

EXHIBIT B
CERTIFICATE

IRREVOCABLE LETTER OF CREDIT NUMBER: _____ *

To:
WINTRUST BANK
C/O ITS SERVICE PROVIDER
WINTRUST FINANCIAL CORPORATION
ATTN.: INTERNATIONAL SERVICES GROUP
231 S. LASALLE STREET, 13TH FLOOR
CHICAGO, IL 60604

DATE: _____

THE UNDERSIGNED, A DULY AUTHORIZED SIGNER OF CITY OF PALM BAY (THE "BENEFICIARY"), HEREBY AUTHORIZE THE ESCROW AGENT "CANTWELL & GOLDMAN, PA" TO DRAW UNDER LETTER OF CREDIT NO. _____ * _____ IN THE AMOUNT OF USD _____ AS:

CHECK APPLICABLE BASE OF DEFAULT:

_____ (A). THE AMOUNT OF THE ACCOMPANYING DRAFT REPRESENTS FUNDS DUE FROM AND REMAINING UNPAID BY EMERALD INVESTMENT HOLDINGS, LLC WITH A PERIOD OF FIFTEEN [15] DAYS HAVING ELAPSED FROM THE DATE OF THE SUBSTANTIAL COMPLETION CERTIFICATE AND THE WRITTEN NOTICE ISSUED BY THE ESCROW AGENT "CANTWELL & GOLDMAN, PA" TO BOTH THE APPLICANT AND BENEFICIARY.

OR

_____ (B). WE HAVE RECEIVED NOTICE FROM WINTRUST BANK THAT THE CURRENT EXPIRY DATE OF LETTER OF CREDIT NO. _____ * _____ WILL NOT BE EXTENDED AND EMERALD INVESTMENT HOLDINGS, LLC HAS FAILED TO PROVIDE US WITH AN ACCEPTABLE REPLACEMENT IRREVOCABLE LETTER OF CREDIT."

CITY OF PALM BAY

ESCROW AGENT:
CANTWELL & GOLDMAN, PA

BY: _____
(AUTHORIZED SIGNATURE)

BY: _____
(AUTHORIZED SIGNATURE)

PRINTED NAME: _____

PRINTED NAME: _____

TITLE: _____

TITLE: _____



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager

DATE: November 1, 2018

RE: Travel Request – CPED

A handwritten signature in blue ink, appearing to read "Gregg Lynk".

The Community Planning and Economic Development Department (CPED) is requesting permission for the following employee to travel for business purposes:

James Marshal would like to attend the Oklahoma University Economic Development Institute (EDI) Fall 2018 Institute, in New Orleans, LA from November 3-8, 2018. The EDI is the premier economic development program in the nation, with more than 50 years of experience providing professional economic developers with up-to-date knowledge and tools necessary to succeed in today's constantly-changing environment.

This training represents a key part of the Certified Economic Development certificate (CEcD) program which is designed to provide economic developers a comprehensive training experience that aligns with the International Economic Development Council (IEDC) and the latest trends in economic development.

The total estimated cost, which includes the class registration fee is \$3,326.04. This will be paid out of the CPED training and travel account.

REQUESTING DEPARTMENT:

Community Planning and Economic Development, BCRA

FISCAL IMPACT:

All travel has been budgeted.

RECOMMENDATION:

Motion to approve travel for James Marshal as mentioned above.

Attachment: 1) travel info

AA/jm/ab



CITY OF PALM BAY, FLORIDA

Travel Request/Advance Request

Contact/Ext **Angela**

Control #

Request Date: **10/19/2018**

Name: James Marshal		Destination: New Orleans, Louisiana			
Department/Division: BCRA- EDEA (CPED)		Departure Date of: 11/3/2018 Time of: 7:00 AM		Return 11/9/2018 1:00 AM	
Account To Be Charged: 001-3410-552-4001/5501		Estimated Cost: before mileage reimbursement \$3,326.04			
Purpose of Travel (Specify Conference, School or Other Reason) - ATTACH ITINERARY Attendance at the Economic Development Institute - Oklahoma University EDI Fall 2018 Institute training.					
<div> <div>Transportation: boldface or circle choice(s)</div> <div>POV - Estimated Mileage</div> <div>City Vehicle</div> </div> <div>Common Carrier (complete below)</div>					
PREPAID EXPENSES	VENDOR/ADDRESS	EXPLANATION	AMOUNT	FINANCE USE ONLY	
Registration	The University of Oklahoma	Registration: 1,825.00	\$1,825.00	Vendor #	Check #
Due Date	Registration and Records				Date
Hand Carry Y N	1700 Asp Ave, Room B-1 Norman, OK 73072-6400 Acct#5501				
Lodging	Wyndam New Orleans-French Quarter	Rate \$207.53	\$1,037.65	Vendor #	Check #
Due Date	124 Royal St.	# Nights 5			Date
Hand Carry Y N	New Orleans, LA 70124 Acct#4001				
Common Carrier (if applicable)	Spirit Airlines Confirmation Code: WELU7D	Includes Taxes MCO-MSY \$97.19	\$195.39	Vendor #	Check #
Due Date	Frontier Airlines Confirmation Code: U8Z6WP	MSY-MCO \$98.20			Date
Hand Carry Y N	Acct#4001				
Other Expenses				Vendor #	Check #
Due Date					Date
Hand Carry Y N	Acct#4001				
Other Expenses				Vendor #	Check #
Due Date					Date
Hand Carry Y N	Acct#4001				
PER DIEM ADVANCE Acct#4001 Refer to www.gsa.gov for rates - attach proof of rate (Lodging prepaid - receipt required)				Vendor #	Check #
Breakfast	2	@ \$17.00 =	\$34.00		Date
Lunch	1	@ \$18.00 =	\$18.00		
Dinner	6	@ \$31.00 =	\$186.00		
Incidentals	6	@ \$5.00 =	\$30.00		
			\$268.00		

TRAVEL APPROVALS

Department Head _____ Date _____

Finance _____ Date _____

(if applicable)

City Manager _____ Date _____

(ATTACH TO EXPENSE REPORT UPON RETURN)



UNIVERSITY of OKLAHOMA
ECONOMIC DEVELOPMENT INSTITUTE

James Marshal - Courses Schedule

Event: Economic Development Institute - New Orleans

Course Name	IEDC Category	Instructors	Start Date	Start Time	End Date	End Time	Location
Economic Development Ethics	EDO	N/A	Sun, 4 Nov. 2018	11:10 a.m.	Sun, 4 Nov. 2018	1 p.m.	
EDI/IEDC Overview	none	N/A	Sun, 4 Nov. 2018	1:30 p.m.	Sun, 4 Nov. 2018	2 p.m.	
Orientation & Mentoring Program	none	N/A	Sun, 4 Nov. 2018	2:15 p.m.	Sun, 4 Nov. 2018	2:55 p.m.	
Economic Development Credit Analysis	Finance	N/A	Sun, 4 Nov. 2018 Mon, 5 Nov. 2018 Tue, 6 Nov. 2018	3 p.m. 8 a.m. 8 a.m.	Sun, 4 Nov. 2018 Mon, 5 Nov. 2018 Tue, 6 Nov. 2018	7 p.m. 5:30 p.m. 5:30 p.m.	
Real Estate Development and Reuse	Real Estate	N/A	Wed, 7 Nov. 2018 Thu, 8 Nov. 2018 Thu, 8 Nov. 2018	8 a.m. 8 a.m. 1:31 p.m.	Wed, 7 Nov. 2018 Thu, 8 Nov. 2018 Thu, 8 Nov. 2018	5:30 p.m. 11:59 a.m. 5:30 p.m.	
Graduation/Lunch	none	N/A	Thu, 8 Nov. 2018	noon	Thu, 8 Nov. 2018	1:30 p.m.	



Credit Analysis (C)
 Business Retention and Expansion (C)
 Strategic Planning (E)
 Marketing (E)

Real Estate Development and Reuse (C)
 Managing Economic Development Organizations (E)
 Entrepreneurship (E)
(C) CORE (E) ELECTIVE

SATURDAY, NOV. 3, 2018

8 A.M. - NOON	CEcD Exam Prep Course <i>Section 1</i>
NOON - 1 P.M.	LUNCH
1 - 5 P.M.	CEcD Exam Prep Course <i>Section 1</i>

SUNDAY, NOV. 4, 2018

8 - 11 A.M.	CEcD Exam Prep Course <i>Section 1</i>	
11:10 A.M. - 1 P.M.	Economic Development Ethics	Primer to the CEcD Exam Process
1:30 - 2:10 P.M.	WELCOME AND OPENING CEREMONY	
2:15 - 2:55 P.M.	Orientation and Mentoring <i>Mandatory for first-time attendees</i>	
3 - 4:50 P.M.	Credit Analysis	
	Effective International Business Strategies	
	Incentives	
5 - 7 P.M.	Credit Analysis	
	Effective International Business Strategies	
	Politics in Economic Development	

MONDAY, NOV. 5, 2018

8 A.M. - 5:30 P.M.	B R E	
	Credit Analysis	
	Strategic Planning	
	Marketing	
	CEcD Exam Prep Course <i>Section 2</i>	

TUESDAY, NOV. 6, 2018

8 A.M. - 5:30 P.M.	B R E	
	Credit Analysis	
	Strategic Planning	
	Marketing	
	CEcD Exam Prep Course <i>Section 2 (ends at 11 A.M.)</i>	

WEDNESDAY, NOV. 7, 2018

8 A.M. - 5:30 P.M.	Managing EDOS	
	Entrepreneurship	
	Real Estate and Reuse	

THURSDAY, NOV. 8, 2018

8 A.M. - 5:30 P.M.	Managing EDOS	
	Entrepreneurship	
	Real Estate and Reuse	



IMPORTANT THINGS TO REMEMBER

- **Break service** will be midmorning and midafternoon Monday-Thursday.
- **Lunch service** will be from noon to 1:30 P.M. Monday-Thursday, Saturday-Sunday for CEcD Exam Prep, and Sunday for Ethics or Primer attendees.
- **Attendance** is required for all classes to receive credit, and sign-up sheets will be circulated. Classes end Thursday at 5:30 P.M. Please make travel arrangements accordingly.
- **Wi-Fi** is free and accessible in all meeting and sleeping rooms at the hotel.
- **Mentoring** will be offered during lunch on Monday for first-time attendees, and on Tuesday for returning attendees. Your mentor will meet with you during the weeklong OU EDI sessions and is available via email throughout the year.
- **Lunch and Learn** will be offered during lunch on Wednesday for all attendees who are interested. OU staff will email ahead of Institute to provide topic-based sign-up sheets.
- **Graduation Ceremony** will be held during lunch on Thursday.

James Marshal

From: Economic Development Institute <edi@ou.edu>
Sent: Tuesday, October 16, 2018 9:53 AM
To: James Marshal
Subject: OU EDI Admission



Thank you for your application. Congratulations! You meet the admission requirements and have been accepted to the OU Economic Development Institute.

We offer OU Economic Development Institutes twice a year. Participants earn 39 to 45 hours by attending one Institute. OU EDI is also a well-recognized economic development certificate program. To graduate and earn an OU EDI certificate, participants must complete 117 hours through OU EDI. We also offer [Online Courses](#). This allows participants to complete an elective from their home or work at a time convenient for them. Our Online Courses provide 18 credit hours.

Sample schedules were created to show the many ways to progress through OU EDI. [Click Here to View Sample Schedules](#). The schedules show a 9 month approach and 1.5 years approach to graduate, but the timeframe can always be modified and extended to fit your needs.

A couple things to remember:

- OU EDI Course Materials are accredited by the International Economic Development Council (IEDC)
- 117 credit hours are required to graduate from OU EDI
- All participants are required to complete the 3 Core Courses, plus 3 Elective Courses
- An elective is a Category such as Marketing or Strategic Planning with 16 hours earned in that area.
- Participants have 6 years to graduate and obtain their OU EDI certificate.
- All OU EDI graduates will have the necessary course curriculum to sit for the Certified Economic Developer (CEcD Exam)

Please feel welcome to call or email any questions you may have.

Best Regards,

OU EDI
Center for Community, Energy, and Economic Development
University of Oklahoma
405.325.3136



EXTENDED CAMPUS
ECONOMIC DEVELOPMENT INSTITUTE
The UNIVERSITY of OKLAHOMA

New Orleans, LA

November 3 - 8, 2018

GENERAL INFORMATION

TRAVEL TO NEW ORLEANS

By Air: Reservations can be made to Louis Armstrong New Orleans International Airport (15 mi. to hotel)

By Car: Customized Driving Directions

HOTEL INFORMATION

JW Marriott New Orleans, 614 Canal Street, New Orleans, LA 70130, Telephone: 678-695-9133

OU EDI INSTITUTE SCHEDULE

Saturday – November 3, 2018

7:00 am – 8:00 am CEcD Exam Prep Course Registration

8:00 am – 5:00 pm OU EDI CEcD Exam Prep Course

Sunday – November 4, 2018

8:00 am – 11:00 am OU EDI CEcD Exam Prep Course (Continued)

10:00 am – 1:00 pm Program Registration

11:00 am – 1:00 pm ED Ethics and the Primer to the CEcD Exam

1:30 pm – 2:00 pm EDI/IEDC Opening Session **(All participants must attend)**

2:15 pm – 7:00 pm Classes in session

Monday – Thursday, November 4 - 8, 2018:

8:00 am – 5:30 pm Classes in session

Thursday – November 8, 2018

Noon – 1:30 pm Lunch/Graduation Ceremony (see attendance policy below)

COURSE MATERIALS Will be available online to download 2 weeks prior to the Institute, for all paid participants at no charge through the OU EDI website. Once logged in, select View Your Information, then Course Schedule, then select one of the courses. Your materials will be at the bottom of the page.

MEALS Continental Breakfast, Lunch, and Break service will be provided Monday thru Thursday. Break Service provided on Sunday. Lunch provided to CEcD attendees on Saturday. Lunch provided to Ethics Course and Primer Course attendees on Sunday.

Special Dietary Needs

Please let us know (email edi@ou.edu) if you have any special dietary needs regarding food allergies and dietary restrictions that are medically necessary so that we can relay this information on to the Hotel catering staff.

DRESS CODE Business Casual

TAX DEDUCTION FOR ATTENDANCE Expenses related to continuing education courses (including fees, travel, meals and lodging) taken to maintain and improve professional skills may be tax deductible. Please consult your tax advisor.

ATTENDANCE POLICY FOR ECONOMIC DEVELOPMENT INSTITUTE

Students attending the Institute shall be required to be present at all classes in which they are registered to earn the credit hours to graduate. Classes end Thursday at 5:30 PM. Please make travel arrangements accordingly. In case of emergency, please contact Kirk Garton at 405.370.7361.

Payment Information

Registration fees are payable to the *University of Oklahoma*. To qualify for the Early Bird registration rate, both a completed registration and full payment must be received by to **Friday, September 21, 2018**. Payments not received by this date will be charged the normal registration fee.

Conference attendees with a balance due will be required to remit payment before being admitted to the conference. A credit card or check will be required on site for attendees with balances.

Cancellation, No-Show, and Refund Policy

Qualified substitutions will be accepted at any time. Cancellations received after the close of business on Friday, October 5, 2018 will be required to pay a \$150 processing fee.

There will be no refunds for cancellation after Friday, October 19, 2018 or for non-attendance at the Institute. If registration fees are not paid prior to the cancellation or no-show, you will be billed.

Cancellations must be received in writing by mail or email (edi@ou.edu). Telephone cancellations are not accepted.

FOR FURTHER INFORMATION, PLEASE CONTACT:

OU Economic Development Institute
1610 Asp Avenue, Suite 500 (McCarter Hall)
Norman, Oklahoma 73072
Phone: 405.325.3136
www.ouedi.org
edi@ou.edu



Your upcoming booking

Hotels.com confirmation number: 8147446863186.



Wyndham New Orleans - French Quarter

124 Royal St
New Orleans, LA 70130
United States

+15045297211



Change booking



Cancel booking

Confirmation number 8147446863186

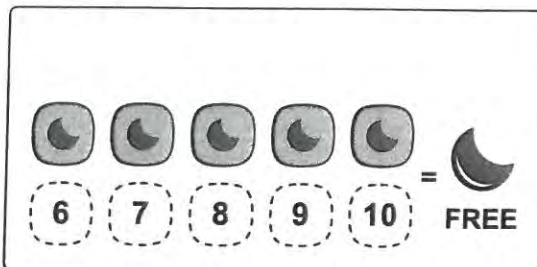
Check in Saturday, November 3, 2018

Check out Thursday, November 8, 2018

Your stay 5 nights, 1 room

Total amount **\$1,037.66**

Keep going, James!



Collect 10 nights, get 1 free*

✓ You're 5 nights closer to getting a free night

We'll add the nights to your account within 72 hours after your stay.

See activity

? How it works

\$207.53 night



Email to another address



Room details

Your room

James Marshal

Hotel Room

1 adult

Non-smoking

King Bed

Special requests

Please note: Room preferences and special requests cannot be guaranteed. Special requests are subject to availability upon check in and may incur additional charges.

Includes



Free WiFi

Cancellation policy

Free cancellation until 4:00 PM, 10/31/18 (GMT-06:00)

If you change or cancel this reservation after 4:00 PM, 10/31/18 (GMT-06:00), you'll be charged for 1 night (including tax).

We're unable to refund any payment for no-shows or early checkout.

Change booking

☒ Change booking

Cancel booking

☒ Cancel booking

Payment details

Total amount

\$1,037.66

Payment method

Visa XXXXXXXXXXXXX0734

James Marshal

32909, United States

We will find you a rental car that suits your travel needs.

YOU'RE ALL SET!

Look for an email from us soon. You may want to go ahead and print this page for your records as well. Thanks for choosing to fly with us, we'll see you soon!
Please note – If you have purchased transfers or activities a separate email will be sent providing you with more information.



(<http://www.dollar.com/specials/regular/101126.aspx?iata=00261811>)



(<http://www.thrifty.com/deals/Regular/101126.aspx?iata=00261811>)

CONFIRMATION CODE WELU7D

BOOKING DATE Friday, October 19, 2018

Flight

[Add Trip to Calendar \(ItineraryCalendarEvent.aspx\)](#)

Orlando - MCO

New Orleans - MSY

Flight: 621

Saturday

November 03, 2018

Miles: 550

Departing:	10:19 AM
Arriving:	11:05 AM
Duration:	1 h 46 min

Customer Information

MR. JAMES MARSHAL
Assistance
None
FREE SPIRIT Number
1002761084

Bags

MR. JAMES MARSHAL	
Carry-On	0
Checked	1

Seats

MR. JAMES MARSHAL
Seats

12C

Contact Information

James Marshal
james.marshall@pbfl.org
321-508-4508
120 Malabar Rd
Palm Bay, FL 32907
United States of America

Purchase Price

Flight Price	\$24 ²⁹	>
Bags	\$30 ⁰⁰	
Seats	\$28 ⁰⁰	
Government's Cut	\$14 ⁹⁰	>

Total Paid \$97¹⁹

PRINT PAGE

Thank you for choosing Spirit. We look forward to serving you on your upcoming trip!

For modifications to flight only itineraries, please call 1.801.401.2222
For modifications to vacation package itineraries please call 1.954.698.0125.



THURSDAY, NOV 08, 2018 - THURSDAY, NOV 08, 2018

Trip Confirmation Number: **U8Z6V**

New Orleans, LA (MSY) ➤ Orlando, FL (MCO)

Depart: Thursday Nov 08, 2018

Flight	Departure	Arrival	Duration
F9 1702	07:41 PM New Orleans, LA (MSY)	10:29 PM Orlando, FL (MCO)	1hr 48min NonStop

Passenger Name	Seats	Bags	Special Services
James Marshal	12A	1 Checked	--

Invoice

Summary

Airfare	\$4.65
Options	\$60.00
U.S. Transportation Tax	\$0.35
Carrier Interface Charge	\$19.00
U.S. Passenger Security Fee	\$5.60
U.S. Domestic Flight Segment Tax	\$4.10
New Orleans, La (MSY) Passenger Facility Charge	\$4.50
GRAND TOTAL	\$98.20

Options

James Marshal

Seat Fee	\$30.00
First Checked Bag	\$30.00

TOTAL	\$98.20
Purchase Date	10/19/18



FY 2019 Per Diem Rates for Louisiana

Meals & Incidentals (M&IE) Breakdown

Primary Destination Footnotes	County Footnotes	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel Footnotes
Standard Rate	Applies for all locations without specified rates / /	\$55	\$13	\$14	\$23	\$5	\$41.25
Alexandria / Leesville / Natchitoches	Allen / Jefferson Davis / Natchitoches / Rapides / Vernon Parishes	\$66	\$16	\$17	\$28	\$5	\$49.50
Baton Rouge	East Baton Rouge Parish	\$61	\$14	\$16	\$26	\$5	\$45.75
New Orleans	Orleans / Jefferson Parishes	\$71	\$17	\$18	\$31	\$5	\$53.25



Submit Payment to:

The University of Oklahoma
Registration and Records
1700 Asp Avenue, Room B-1
Norman, OK 73072-6400
Phone: 405-325-1022 Fax: 405-325-7164
Federal ID#: 73-1377584
D-U-N-S # 848348348

Registration Invoice

55790011901

James Marshal
120 Malabar Road
Palm Bay, FL 32907

Account: 00168473
Amount Due: \$0.00
Order: 167256

Economic Development Institute - New Orleans (8469)

Start Date: 11/03/2018

Description	Units	Rate	Charges
Marshal, James (City of Palm Bay) (IEDC Member Registration) - 11/3/2018	1.00 EA	\$1,825.00 EA	\$1,825.00
Total For Order 167256:			\$1,825.00
Previous Payments			Amount
10/23/2018 Visa 4553			\$-1,825.00
Invoice Summary			
Total Services:			\$1,825.00
Total Taxes:			\$0.00
Total Charges:			\$1,825.00
Total Payments:			\$-1,825.00
Total Amount Due:			\$0.00

Products and Services

From: James Marshal
Sent: Friday, October 19, 2018 2:56 PM
To: Angela Burak
Subject: FW: Spirit Airlines Flight Confirmation: WELU7D

From: Spirit Airlines <booking@fly.spirit-airlines.com>
Sent: Friday, October 19, 2018 1:25 PM
To: James Marshal <James.Marshal@palmbayflorida.org>
Subject: Spirit Airlines Flight Confirmation: WELU7D



Thank you for choosing Spirit Airlines. This notice contains information to be used during your travels. Please review the contents of this document carefully. For your convenience, please print a copy to take with you on your trip.

Please do not reply to this email. The reply email address is used solely for outgoing email documents.

YOUR CONFIRMATION CODE

WELU7D

BOOKING DATE Friday, October 19, 2018

Flight

SATURDAY, NOVEMBER 03, 2018

Orlando, FL
New Orleans, LA

TIME

10:19 AM
11:05 AM

DURATION

01 h 46 min

FLIGHT

621

TERMINAL

Please be aware that flight times are subject to change. Notification of schedule changes will be sent to the email address provided at the time of booking.

Do you have TSA Pre✓®? Don't forget to add your Known Traveler Number (KTN) to your reservation [here!](#)

Online check-in begins 24 hours before your flight. It's the easy way to save time and money! Definitely **reconfirm your flight times** on our site on your day of travel - or at any time. It is recommended that you arrive at the airport 2 hours prior to departure time for domestic flights (United States, Puerto Rico and U.S. Virgin Islands) and at least 3 hours prior to departure time for international flights.

Customer Information

NAME	ASSISTANCE	FREE SPIRIT #
James Marshal	None	1002761084

Bags

NAME	CARRY-ON	CHECKED
James Marshal	0	1

Seats

NAME	SEATS
James Marshal	12C

Contact Information

James Marshal	james.marshal@pbfl.org
120 Malabar Rd	
Palm Bay, FL 32907	321-508-4508
US	

Purchase Price

Flight Price	\$24.29
<hr/>	
Bags	\$30.00
<hr/>	
Seats	\$28.00
<hr/>	
Government's Cut	\$14.90
<hr/>	

Total

\$97.19

Thank you for booking through Spirit.com



Claim your \$40 Rebate on this reservation
by enrolling in 'Great Fun'. Billing terms and conditions apply.

Claim Now

Additional Information

At some airports we serve, **cash is not accepted** as a form of payment. For more information, [visit here](#).

[Click here](#) for full terms and conditions.

Haga clic aquí para los términos y condiciones completos.

BAGGAGE

You'll save yourself some money if you **buy your bags online right now!** You'll automatically get our **Fast Bag Drop** service, which'll save you time when you get to the airport.

IMPORTANT: Remember, our personal item changed on April 4, 2017. You may carry one free personal item on board (like a purse or laptop bag) if its dimensions do not exceed 18 x 14 x 8 inches including handles and wheels.

November 03, 2018 - Orlando, FL TO New Orleans, LA:

Bag Pricing (each way)	Carry-On	First Checked Bag	Second Checked Bag
\$9 Fare Club member online			
During Spirit.com booking	\$26	\$21	\$31
Before online check-in	\$36	\$31	\$41
During online check-in	\$36	\$31	\$41
Standard online			
During Spirit.com booking	\$35	\$30	\$40
Before online check-in	\$45	\$40	\$50
During online check-in	\$45	\$40	\$50
Group desk, Reservation Center, Airport	\$55	\$50	\$60
At Gate	\$65	\$65	\$65

Consumer pricing above available at **Spirit.com**

Federal rules require any limit on the airline's baggage liability to be at least \$3,500 per passenger. **Here's** more information on our baggage policies, including carry-ons.

CHECK-IN

You may be able to **check in online** 24 hours before your flight. It'll save you time and money at the airport.

You'll want to get to the airport early to give yourself time to park, get through security, etc. Try to arrive 2 hours before domestic flights and 3 hours before international flights.

Additionally, you'll need to be at the boarding gate at least 15 minutes prior to departure for domestic flights (30 minutes prior for international departures) or you may lose your reservation.

Always double check that you have the right documents you need to travel. Remember: every country has different rules, so if you're flying internationally, contact the embassy or consulate of the country you're traveling to and find out what you need.

Certain foreign countries may charge additional taxes and fees that are collected directly by the local government or competent airport authority upon arrival or departure.

FLIGHT STATUS

Click here to check the departure and arrival status of your flight.

HELPFUL TRAVEL RESOURCES

Transportation Security Administration - Visit the **TSA website** and learn all about the new carry-on travel requirements.

Customs and Border Protection - Visit the **U.S. State Department website** for travel tips and up-to-date travel information.

CANCEL/CHANGE

If you need to modify or cancel your reservation, please visit the **Manage Travel** tab at spirit.com or call 1.801.401.2222.

If you cannot make your flight, please visit the **Manage Travel** tab at spirit.com or call 1.801.401.2222 at least 24 hours prior to the departure of any flight segment to make any changes. Advance notification is required to avoid forfeiting the value of your reservation.

Click here for information on travel policies.

TO PROVIDE FEEDBACK

If you have a comment or question, **click here**.

Privacy is a big concern for us. This is a transactional message related to upcoming travel on Spirit Airlines sent to james.marshall@pbfl.org.

Spirit Airlines, 2800 Executive Way, Miramar, FL 33025
© 2018 Spirit Airlines

Angela Burak

From: James Marshal
Sent: Friday, October 19, 2018 2:56 PM
To: Angela Burak
Subject: FW: Reservation Confirmation

From: Frontier Airlines <no-reply@flyfrontier.com>
Sent: Friday, October 19, 2018 1:29 PM
To: James Marshal <James.Marshall@palmbayflorida.org>
Subject: Reservation Confirmation



THU, NOV 08, 2018

Trip Confirmation Number: **U8Z6WP**

NEW ORLEANS, LA (MSY) ➤ ORLANDO, FL (MCO)

Depart: Thu, Nov 08, 2018

Flight	Departure	Arrival	Duration
F9 1702	07:41 PM NEW ORLEANS, LA (MSY)	10:29 PM ORLANDO, FL (MCO)	1hr 48min Non Stop

Passenger Name	Seats	Bags	Special Services
James Marshal	12A	1 Checked	

INVOICE

SUMMARY

Airfare	\$4.65
Options	\$60.00
Taxes and carrier-imposed fees	\$33.55
GRAND TOTAL	\$98.20

OPTIONS

James Marshal	
First Checked Bag	\$30.00
Seat Fee	\$30.00

TOTAL \$98.20

Payment Date 10/19/2018
Payment Amount \$98.20
*** Approved *** XXXXXXXXXXXX4553
Exp. Date 06/21

WE'VE GONE MOBILE!



By downloading our FREE app you can:

- Check in for your flight
- Shop/book flights
- Retrieve bookings
- Check flight status



Tips to assist with your travel planning:

Save time at the airport: check in online within 24 hours of your departure.

Want more legroom? We have it! STRETCH seating is now available on all our airplanes. Learn More.

Rental Cars: Choose from Avis or Budget, all from one easy search! Rent a Car. Book Now.

Terms and Conditions

All passengers are permitted to take one personal item not to exceed 18" x 8" x 14" on-board the aircraft with no additional charge. Visit our carry-on baggage page for details.

You can add Checked and Carry-On Bag options, choose pre-assigned seats, and check the status of your flight on Frontier Airlines' mobile app: Android or iOS.

CARRY-ON BAG PRICES: \$35* at initial booking online at flyfrontier.com; \$38 after booking up to 24 hours before check-in on flyfrontier.com or Frontier's mobile app; \$40 when purchased via phone or during online/mobile check-in; \$50 at airport counter or kiosk; \$60 at the gate; complimentary for FRONTIER Elites. *Decreases \$5 for travel during Value Season: 09/05/2018 - 10/31/2018

CARRY-ON BAG SPECIFICATIONS: A Carry-on must not exceed 10" height x 16" width x 24" length and a total weight of 35 pounds. Any customer who arrives at the gate with a carry-on bag that exceeds the allowable dimensions will be charged the Checked Bag price to gate check the bag.

FIRST CHECKED BAG PRICES: \$30* at initial booking online at flyfrontier.com or Frontier's mobile app; \$38 after booking and up to 24 hours before departure; \$40 when purchased via phone; \$40 during online/mobile check-in; \$50 at airport counter or kiosk; \$60 at the gate; complimentary for FRONTIER Elite 100k members. *Decreases \$5 for travel during Value Season: 09/05/2018 - 10/31/2018

SECOND CHECKED BAG PRICES: \$45 at initial booking online at flyfrontier.com or Frontier's mobile app up to 24 hours before departure; \$50 when purchased via phone; \$45 during online/mobile check-in; \$55 at airport counter or kiosk.

For each checked bag beyond the Second Checked Bag: \$85 for each at initial booking online at flyfrontier.com or Frontier's mobile app; \$85 after booking and up to 24 hours before departure; \$90 when purchased via phone; \$90 during online check-in; \$95 at airport counter or kiosk.

Any bag that exceeds 62 linear inches (up to a maximum of 110 linear inches) will incur a \$75 oversize fee. Any bag that exceeds 50 pounds (up to a maximum of 100 pounds) will incur a \$75 overweight fee. One bag may incur both an oversize and an overweight fee.

If you purchased your ticket at FlyFrontier.com or through our Reservations Department, you may request a full refund up to 24 hours after the time of purchase if the purchase was made 7 days (168 hours) or more prior to your flight's departure. This ticket may be canceled and refunded at the My Trips section on FlyFrontier.com.

Passengers are required to have their paper boarding pass in hand 45 minutes prior to departure for domestic flights and 60 minutes for international flights. Passengers must be at the designated gate 30 minutes prior to departure.

You may change an Economy ticket provided that (i) you do so prior to the scheduled flight departure time and (ii) you pay any difference between the fare





LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager

DATE: November 1, 2018

RE: Travel Request – Finance

A handwritten signature in blue ink, appearing to read "Gregg Lynk".

The Finance Department is requesting permission for the following employee to travel for business purposes:

Yvonne McDonald would like to attend the 2-day Debt Management Best Practices training/education course to be held in Orlando, from January 14 -15th, 2019. The total estimated cost is \$850.00. This training is designed to benefit finance officers, debt managers, and others looking for best practice guidance on debt management in the public sector. Attendance will provide 16 hours of continuing professional education credits required to maintain her certification as a Certified Government Finance Officer.

REQUESTING DEPARTMENT:

Finance Department

FISCAL IMPACT:

All travel has been budgeted.

RECOMMENDATION:

Motion to approve travel for Finance personnel as mentioned above.

Attachment: 1) info

YM/sc/ab

[Search](#)[About GFOA](#)[Membership](#)[Products and Services](#)[Annual Conference](#) [Award Programs](#)[Home](#) / [Products and Services](#) / [Training](#) / Debt Management Best Practices**Resources**[Best Practices/Advisories](#)[Public Policy Statements](#)[E-Books](#)[Publications](#)[Other Products](#)[Government Finance Review](#)[Research Reports](#)[Resource Centers](#)[Federal Government
Relations](#)[Canadian Finance](#)[News and Newsletters](#)**Consulting**[Consulting Services](#)[Custom Research](#)**Training**[Search for Training](#)[CPE Guide](#)[Guide for Instructors](#)[Training Policies](#)**Debt Management Best Practices****Training Type:** Live Training[Register
Online](#)**Course Status:** Repeat Offering**Date and Time:** Jan 14 2019 - 8:30am to 4:30pm EST
Jan 15 2019 - 8:30am to 4:30pm EST**Region:** Eastern**Location:** Orlando, FL (DoubleTree by Hilton)

5780 Major Blvd

Orlando, FL 32819

United States

See map: [Google Maps](#)**Instructions:** At the Entrance to Universal Orlando**Level:** Basic**Field of Study:** Management Services**CPE Credits:** 16**Member Price:** \$580.00**Non-Member Price:** \$790.00**Prerequisite:**

None.

Speakers:[Eric Johansen](#), Debt Manager, City of Portland, OR**Who Will Benefit:**

Finance officers, debt managers, and others looking for best practice guidance on debt management in the public sector.

Program Description:

This course, focused on GFOAs Best Practices in Debt Management, will help participants better understand how to develop appropriate policies and procedures for issuing debt and overall debt management. In addition to the best practices, the course will feature practical examples, details on recent federal rulemaking, including how it impacts governments, and interactive discussion on the following topics:

- › Debt Issuance
- › Debt Management
- › Selecting Municipal Finance Professionals
- › Disclosure Practices and Investor Relations
- › Financing Instruments and Techniques

October 2018 – Denver, CO

Hyatt Regency Denver Tech Center
7800 E. Tufts Ave
Denver, CO 80237
888-421-1442

<https://aws.passkey.com/go/govtraining2018>

Accommodations:

Single/Double: \$179 plus 15.75% tax

*Based on availability, GFOA's group rate is valid until **September 28, 2018**. Should GFOA's block fill up or if reservations are made after this date, reservations will be accepted on an overall hotel space availability and may not qualify for GFOA discounted rate.*

October 2018 – Chicago, IL

Hyatt Regency Chicago
151 East Wacker Drive
Chicago, IL 60601, USA

<https://book.passkey.com/go/GFOAOCT18>

Accommodations:

Single/Double: \$226 plus 17.4% tax

Alliance for Excellence in School budgeting will be held at the Hyatt Regency.

*Based on availability, GFOA's group rate is valid until **September 28, 2018**. Should GFOA's block fill up or if reservations are made after this date, reservations will be accepted on an overall hotel space availability and may not qualify for GFOA discounted rate.*

December 2018 – San Antonio, TX

Grand Hyatt San Antonio
600 East Market Street
San Antonio, TX 78205
1-210-22-1234

<https://aws.passkey.com/go/GFOANatlTraining18>

Accommodations:

Single/Double: \$124 or current
prevailing Government Per Diem
plus 16.75% tax

*Based on availability, GFOA's group rate is valid until **November 25, 2018**. Should GFOA's block fill up or if reservations are made after this date, reservations will be accepted on an overall hotel space availability and may not qualify for GFOA discounted rate.*

January 2019 – Orlando, FL

DoubleTree by Hilton
At the entrance to Universal Orlando
5780 Major Blvd
Orlando, FL 32819
1-800-222-8733

https://doubletree.hilton.com/en/dt/groups/personalized/M/MCOUNDT-GOV-20190113/index.jhtml?WT.mc_id=POG

Accommodations:

Single/Double: \$169 plus 12.5% tax

*Based on availability, GFOA's group rate is valid until **December 24, 2018**. Should GFOA's block fill up or if reservations are made after this date, reservations will be accepted on an overall hotel space availability*

February 2019 – Newport Beach, CA

Hyatt Regency Newport, CA
1107 Jamboree Road
Newport Beach, CA 92660
1-888-421-1442

Accommodations:

Single/Double: \$173 plus 13% tax
or prevailing Government Per Diem

*Based on availability, GFOA's group rate is valid until **January 10, 2019**. Should GFOA's block fill up or if reservations are made after this date, reservations will be accepted on an overall hotel space availability*

February 2019 – Burlingame, CA

Hyatt Regency San Francisco Airport
1333 Bayshore Hwy
Burlingame, CA 94010
650-347-1234

Accommodations:

Single/Double: \$213 plus 12% tax

Accounting Academy and Budget Training Academy

*Based on availability, GFOA's group rate is valid until **February 4, 2019**. Should GFOA's block fill up or if reservations are made after this date, reservations will be accepted on an overall hotel space availability and may not qualify for GFOA discounted rate.*



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager

DATE: November 1, 2018

RE: Travel Authorization

Palm Bay Fire Rescue Department requests authorization to send five officers/instructors to the National Fire Department Instructor's Conference held in Indianapolis from April 9-13, 2019. Registration fee includes admission to the General Sessions, critical educational seminars covering firefighter tactics, management/leadership, training practices and legal issues, and entry into the convention center trade show which provides information on apparatus, training & safety equipment and EMS vendors. The total estimated cost is \$3,752.30.

We would also like to send the City Fire Marshal Mark Amaral to the Annual Florida Fire Marshals and Inspectors Conference in Coral Gables, Florida from November 4-8, 2018. Registration includes a presentation by the State of Florida Fire Marshal, important fire code updates, educational sessions, and vendor exhibitions. The total estimated cost is \$950.00.

REQUESTING DEPARTMENT:

Fire Rescue Department

FISCAL IMPACT:

All travel is budgeted in Fire Rescue Training and Travel.

RECOMMENDATION:

Motion to approve travel for Fire personnel as mentioned above.

Attachments:

- 1) Travel Request – R. Acevedo
- 2) Travel Request – B. Gent
- 3) Travel Request – A. Gianantonio
- 4) Travel Request – C. Pozo
- 5) Travel Request – L. Zalnosi
- 6) Travel Request – M. Amaral

LH/MP/ab



CITY OF PALM BAY, FLORIDA

Travel Request/Advance Request

Control # _____

Request Date: 10/12/18

Contact/Ext Marvena Petty 4376

Name: Richard Avcevedo		Destination: Indianapolis, IN			
Department/Division: Fire Rescue		Date of:		Departure 4/9/2019	Return 4/13/2019
Account To Be Charged: 131-6070-5225501 \$600.00		Time of:		10:30 AM	2:30 PM
Account To Be Charged: 4001-\$1259.51 4002-\$364.95		Estimated Cost: before mileage reimbursement \$2,224.46			
Purpose of Travel (Specify Conference, School or Other Reason) - ATTACH ITINERARY To attend the annual Fire Dsepartment Instructors' Conference and participate in workshops for officer development and firefighter safety and education.					
Date Approved By Council: _____					
Transportation: boldface or circle choice(s) POV - Estimated Mileage City Vehicle					
Common Carrier (complete below)					
PREPAID EXPENSES	VENDOR/ADDRESS	EXPLANATION	AMOUNT	FINANCE USE ONLY	
Registration	Pennwell Corp	Registration - Full Conference	\$600.00	Vendor #	Check #
Due Date 11/15/2018					Date
Hand Carry Y N					
Lodging		Rate \$185.39	\$741.53	Vendor #	Check #
Due Date Will use PC		# Nights 4			Date
Hand Carry Y N					
Common Carrier (if applicable)	Southwest Air	Roundtrip airfare	\$287.96	Vendor #	Check #
Due Date Will use PC					Date
Hand Carry Y N					
Other Expenses	Vehicle Rental	AVR Van Rental	\$230.02	Vendor #	Check #
Due Date Will use PC					Date
Hand Carry Y N					
Other Expenses	Parking - MCO (Marriott lot) Parking - Convention Center		\$120.95	Vendor #	Check #
Due Date Will use PC					Date
Hand Carry Y N					
PER DIEM ADVANCE: Advanced or Upon Return (circle one) Refer to www.gsa.gov for rates - <u>attach proof of rate</u> (Lodging prepaid - receipt required)				Vendor #	Check #
Breakfast 4	@	\$13.00 =	\$52.00		Date
Lunch 5	@	\$15.00 =	\$75.00		
Dinner 4	@	\$23.00 =	\$92.00		
Incidentals 5	@	\$5.00 =	\$25.00		
			\$244.00		

TRAVEL APPROVALS

Desha R. Young 10-12-18
Department Head Date

Finance Date

(if applicable)

City Manager Date

(ATTACH TO EXPENSE REPORT UPON RETURN)



CITY OF PALM BAY, FLORIDA

Travel Request/Advance Request

Control # _____

Request Date: 10/12/18

Contact/Ext Marvena Petty 4376

Name: Brian Gent		Destination: Indianapolis, IN			
Department/Division: Fire Rescue		Departure Date of: 4/9/2019		Return 4/13/2019	
Account To Be Charged: 131-6070-5225501 \$600.00		Time of: 10:30 AM		2:30 PM	
Account To Be Charged: 4001-\$287.96 4002-\$244.00		Estimated Cost: before mileage reimbursement \$1,131.96			
Purpose of Travel (Specify Conference, School or Other Reason) - ATTACH ITINERARY To attend the annual Fire Dsepartment Instructors' Conference and participate in workshops for officer development and firefighter safety and education.					
Date Approved By Council: _____					
<div style="display: flex; justify-content: space-between;"> <div> Transportation: boldface or circle choice(s) <div style="border: 1px solid black; padding: 2px; display: inline-block;">Common Carrier (complete below)</div> </div> <div> POV - Estimated Mileage City Vehicle </div> </div>					
PREPAID EXPENSES	VENDOR/ADDRESS	EXPLANATION	AMOUNT	FINANCE USE ONLY	
Registration	Pennwell Corp	Registration - Full Conference	\$600.00	Vendor #	Check #
Due Date 11/15/2018					Date
Hand Carry Y N					
Lodging	Sharing with Acevedo	Rate		Vendor #	Check #
Due Date					Date
Hand Carry Y N		# Nights			
Common Carrier (if applicable)	Southwest Air	Roundtrip airfare	\$287.96	Vendor #	Check #
Due Date Will use PC					Date
Hand Carry Y N					
Other Expenses	Vehicle Rental Sharing with Acevedo			Vendor #	Check #
Due Date					Date
Hand Carry Y N					
Other Expenses	Parking - MCO (Marriott lot) Parking - Convention Center Sharing with Acevedo			Vendor #	Check #
Due Date					Date
Hand Carry Y N					
PER DIEM ADVANCE: Advanced or Upon Return (circle one) Refer to www.gsa.gov for rates - attach proof of rate (Lodging prepaid - receipt required)				Vendor #	Check #
Breakfast 4	@	\$13.00 =	\$52.00		Date
Lunch 5	@	\$15.00 =	\$75.00		
Dinner 4	@	\$23.00 =	\$92.00		
Incidentals 5	@	\$5.00 =	\$25.00		
			\$244.00		

TRAVEL APPROVALS

Leslie R. Hoag 10-12-18
Department Head Date

Finance Date

(if applicable)

City Manager Date

(ATTACH TO EXPENSE REPORT UPON RETURN)



CITY OF PALM BAY, FLORIDA

Travel Request/Advance Request

Control # _____

Request Date: 10/12/18

Contact/Ext Marvena Petty 4376

Name: Anthony Gianantonio		Destination: Indianapolis, IN			
Department/Division: Fire Rescue		Departure Date of: 4/9/2019		Return 4/13/2019	
Account To Be Charged: 131-6070-5225501 \$600.00		Time of: 10:30 AM		2:30 PM	
Account To Be Charged: 4001-\$287.96 4002-\$244.00		Estimated Cost: before mileage reimbursement \$1,131.96			
Purpose of Travel (Specify Conference, School or Other Reason) - ATTACH ITINERARY To attend the annual Fire Dsepartment Instructors' Conference and participate in workshops for officer development and firefighter safety and education.					
Date Approved By Council: _____					
<div style="display: flex; justify-content: space-between;"> <div> Transportation: boldface or circle choice(s) </div> <div> POV - Estimated Mileage </div> <div> City Vehicle </div> </div>					
Common Carrier (complete below)					
PREPAID EXPENSES	VENDOR/ADDRESS	EXPLANATION	AMOUNT	FINANCE USE ONLY	
Registration	Pennwell Corp	Registration - Full Conference	\$600.00	Vendor #	Check #
Due Date 11/15/2018					Date
Hand Carry Y N					
Lodging	Sharing with Acevedo	Rate _____		Vendor #	Check #
Due Date _____		# Nights _____			Date
Hand Carry Y N					
Common Carrier (if applicable)	Southwest Air	Roundtrip airfare	\$287.96	Vendor #	Check #
Due Date Will use PC					Date
Hand Carry Y N					
Other Expenses	Vehicle Rental Sharing with Acevedo			Vendor #	Check #
Due Date _____					Date
Hand Carry Y N					
Other Expenses	Parking - MCO (Marriott lot) Parking - Convention Center Sharing with Acevedo			Vendor #	Check #
Due Date _____					Date
Hand Carry Y N					
PER DIEM ADVANCE: Advanced or Upon Return (circle one) Refer to www.gsa.gov for rates - attach proof of rate (Lodging prepaid - receipt required)				Vendor #	Check #
Breakfast	4	@ \$13.00 = \$52.00	\$244.00		Date
Lunch	5	@ \$15.00 = \$75.00			
Dinner	4	@ \$23.00 = \$92.00			
Incidentals	5	@ \$5.00 = \$25.00			

TRAVEL APPROVALS

Leslie R. Hoag 10-12-18
Department Head Date

Finance Date

(if applicable)

City Manager Date

(ATTACH TO EXPENSE REPORT UPON RETURN)



CITY OF PALM BAY, FLORIDA

Travel Request/Advance Request

Control # _____

Request Date: 10/12/18

Contact/Ext Marvena Petty 4376

Name: Carlos Pozo		Destination: Indianapolis, IN			
Department/Division: Fire Rescue		Date of: Departure 4/9/2019 Return 4/13/2019			
Account To Be Charged: 131-6070-5225501 \$600.00		Time of: 10:30 AM 2:30 PM			
Account To Be Charged: 4001-\$287.96 4002-\$244.00		Estimated Cost: before mileage reimbursement \$1,131.96			
Purpose of Travel (Specify Conference, School or Other Reason) - ATTACH ITINERARY					
To attend the annual Fire Dsepartment Instructors' Conference and participate in workshops for officer development and firefighter safety and education.					
Date Approved By Council: _____					
Transportation: boldface or circle choice(s) POV - Estimated Mileage City Vehicle					
Common Carrier (complete below)					
PREPAID EXPENSES	VENDOR/ADDRESS	EXPLANATION	AMOUNT	FINANCE USE ONLY	
Registration	Pennwell Corp	Registration - Full Conference	\$600.00	Vendor #	Check #
Due Date 11/15/2018					Date
Hand Carry Y N					
Lodging	Sharing with Acevedo	Rate _____		Vendor #	Check #
Due Date _____		# Nights _____			Date
Hand Carry Y N					
Common Carrier (if applicable)	Southwest Air	Roundtrip airfare	\$287.96	Vendor #	Check #
Due Date Will use PC					Date
Hand Carry Y N					
Other Expenses	Vehicle Rental Sharing with Acevedo			Vendor #	Check #
Due Date _____					Date
Hand Carry Y N					
Other Expenses	Parking - MCO (Marriott lot) Parking - Convention Center Sharing with Acevedo			Vendor #	Check #
Due Date _____					Date
Hand Carry Y N					
PER DIEM ADVANCE: Advanced or Upon Return (circle one)				Vendor #	Check #
Refer to www.gsa.gov for rates - <u>attach proof of rate</u>					
(Lodging prepaid - receipt required)					
Breakfast 4	@	\$13.00 =	\$52.00		Date
Lunch 5	@	\$15.00 =	\$75.00		
Dinner 4	@	\$23.00 =	\$92.00		
Incidentals 5	@	\$5.00 =	\$25.00		
			\$244.00		

TRAVEL APPROVALS

Leslie R. Hong 10-12-18
Department Head Date

Finance Date

(if applicable)

City Manager Date

(ATTACH TO EXPENSE REPORT UPON RETURN)



CITY OF PALM BAY, FLORIDA

Travel Request/Advance Request

Control # _____

Request Date: 10/12/18

Contact/Ext Marvena Petty 4376

Name: Lee Zalnoski		Destination: Indianapolis, IN			
Department/Division: Fire Rescue		Departure Date of: 4/9/2019		Return 4/13/2019	
Account To Be Charged: 131-6070-5225501 \$600.00		Time of: 10:30 AM		2:30 PM	
Account To Be Charged: 4001-\$287.96 4002-\$244.00		Estimated Cost: before mileage reimbursement \$1,131.96			
Purpose of Travel (Specify Conference, School or Other Reason) - ATTACH ITINERARY To attend the annual Fire Dsepartment Instructors' Conference and participate in workshops for officer development and firefighter safety and education.					
Date Approved By Council: _____					
<div style="display: flex; justify-content: space-between;"> <div> Transportation: boldface or circle choice(s) </div> <div> POV - Estimated Mileage </div> <div> City Vehicle </div> </div>					
Common Carrier (complete below)					
PREPAID EXPENSES	VENDOR/ADDRESS	EXPLANATION	AMOUNT	FINANCE USE ONLY	
Registration	Pennwell Corp	Registration - Full Conference	\$600.00	Vendor #	Check #
Due Date 11/15/2018					Date
Hand Carry Y N					
Lodging	Sharing with Acevedo	Rate		Vendor #	Check #
Due Date					Date
Hand Carry Y N		# Nights			
Common Carrier (if applicable)	Southwest Air	Roundtrip airfare	\$287.96	Vendor #	Check #
Due Date Will use PC					Date
Hand Carry Y N					
Other Expenses	Vehicle Rental Sharing with Acevedo			Vendor #	Check #
Due Date					Date
Hand Carry Y N					
Other Expenses	Parking - MCO (Marriott lot) Parking - Convention Center Sharing with Acevedo			Vendor #	Check #
Due Date					Date
Hand Carry Y N					
PER DIEM ADVANCE: Advanced or Upon Return (circle one) Refer to www.gsa.gov for rates - <u>attach proof of rate</u> (Lodging prepaid - receipt required)				Vendor #	Check #
Breakfast 4	@	\$13.00 =	\$52.00		Date
Lunch 5	@	\$15.00 =	\$75.00		
Dinner 4	@	\$23.00 =	\$92.00		
Incidentals 5	@	\$5.00 =	\$25.00		
			\$244.00		

TRAVEL APPROVALS

Charles R. Yoo 10-12-18
Department Head Date

Finance Date

(if applicable)

City Manager Date

(ATTACH TO EXPENSE REPORT UPON RETURN)



April 8 - 13, 2019 | INDIANAPOLIS, INDIANA, USA
INDIANA CONVENTION CENTER & LUCAS OIL STADIUM

Home Conference Event Info Training Exhibition Sponsors Awards **Register**

CONFERENCE PRICING

*Registration Coming Soon

FDIC Experience Package*

\$600

Paid After Feb. 22, 2019: \$670

Includes Opening Ceremonies, 3-days of Exhibit Hall
Access and Classrooms

Access to register for Hands-On Training (H.O.T.)
Evolutions and Pre-Conference Workshops

*Plus costs of H.O.T. Evolutions and Pre-
Conference Workshops. See below pricing
information for H.O.T. Evolutions and Pre-
Conference Workshops.

Two-Day Hands-On Training & Pre-Conference Workshops Only*

\$300

Paid After Feb. 22, 2019: \$360

Includes 3-days of Exhibit Hall Access

Access to register for Hands-On Training (H.O.T.)
Evolutions and Pre-Conference Workshops

DOES NOT INCLUDE CLASSROOM SESSIONS

*Plus costs of H.O.T. Evolutions and Pre-
Conference Workshops. See below pricing
information for H.O.T. Evolutions and Pre-
Conference Workshops.

Individual Full Conference

\$600

Paid After Feb. 22, 2019: \$670

Includes Opening Ceremonies, 3-days of Exhibit Hall
Access and Classrooms

Wednesday, April 10 – Saturday, April 13



2019 EVENT SCHEDULE

Sunday, April 7, 2019

3:00 PM – 7:00 PM

Registration Open, *Indiana Convention Center*

Monday, April 8, 2019

6:00 AM – 5:00 PM

Registration, *Indiana Convention Center*

6:30 AM & 12:00 PM

H.O.T. Evolutions Staging/Bus Loading, *Indiana Convention Center - Wabash W Lobby*

8:00 AM – 5:00 PM

H.O.T. Evolutions

8:00 AM – 5:30 PM

H.O.T. Workshops, *Indiana Convention Center*

Tuesday, April 9, 2019

6:00 AM – 5:00 PM

Registration, *Indiana Convention Center*

6:30 AM & 12:00 PM

H.O.T. Evolutions Staging/Bus Loading, *Indiana Convention Center - Wabash W Lobby*

8:00 AM – 5:00 PM

H.O.T. Evolutions

8:00 AM – 5:30 PM

H.O.T. Workshops, *Indiana Convention Center*

Wednesday, April 10, 2019

7:00 AM – 6:00 PM

Registration, *Indiana Convention Center and Lucas Oil Stadium*

8:00 AM – 10:00 AM

Opening Ceremony, Part 1, *Indiana Convention Center - Sagamore Ballroom*

10:30 AM – 7:15 PM

Classroom Sessions, *Indiana Convention Center and Lucas Oil Stadium*

Thursday, April 11, 2019

7:30 AM – 5:00 PM

Registration, *Indiana Convention Center and Lucas Oil Stadium*

8:00 AM – 10:00 AM

**Opening Ceremony, Part 2, Indiana Convention Center - Sagamore Ballroom**Classroom Sessions, *Indiana Convention Center and Lucas Oil Stadium***Exhibit Hall Open, Lucas Oil Stadium and Lucas Oil Stadium Connector**

12:00 PM – 5:00 PM

Exhibit Hall Open, Indiana Convention Center and Outdoor Exhibits & Demo Area

1:00 PM – 3:30 PM

Firefighter Combat Challenge, *Outdoor Exhibits & Demo Area*

6:00 PM

Courage and Valor Fun Run, *White River State Park*

Friday, April 12, 2019

8:00 AM – 5:00 PM

Registration, *Indiana Convention Center and Lucas Oil Stadium*

8:30 AM – 12:15 PM

Classroom Sessions, *Indiana Convention Center and Lucas Oil Stadium*

9:00 AM – 5:00 PM

Exhibit Hall Open, Lucas Oil Stadium, Outdoor Exhibits & Demo Area and Lucas Oil Stadium Connector

10:00 AM – 5:00 PM

Exhibit Hall Open, Indiana Convention Center

1:00 PM – 3:30 PM

Firefighter Combat Challenge, *Outdoor Exhibits & Demo Area*

1:30 PM

NFFF 9/11 Stair Climb, *Lucas Oil Stadium*

Saturday, April 13, 2019

8:00 AM – 2:00 PM

Registration, *Indiana Convention Center and Lucas Oil Stadium*

9:00 AM – 2:00 PM

Exhibit Hall Open, Indiana Convention Center, Outdoor Exhibits & Demo Area, Lucas Oil Stadium and Lucas Oil Stadium Connector

10:00 AM – 12:30 PM

Firefighter Combat Challenge, *Outdoor Exhibits & Demo Area*

****Times are tentative and subject to change**



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SITE MAP (<http://content/fdic/en/site-map.html>) | PENNWELL PUBLICATIONS (<http://www.pennwell.com/publications.html>) |
 PENNWELL EVENTS (<http://www.pennwell.com/events.html>) | PRIVACY POLICY (<http://www.pennwell.com/index/privacy-policy.html>) | TERMS AND CONDITIONS (<http://www.pennwell.com/index/terms-and-conditions.html>)

Event Info



[Home \(/content/fdic/en/index.html\)](/content/fdic/en/index.html)

[About Us \(/content/fdic/en/event-information/about.html\)](/content/fdic/en/event-information/about.html)

[Contact Us \(/content/fdic/en/index/contact-us.html\)](/content/fdic/en/index/contact-us.html)

[Conference \(/content/fdic/en/conference.html\)](/content/fdic/en/conference.html)

[Schedule \(/content/fdic/en/event-information/event-schedule.html\)](/content/fdic/en/event-information/event-schedule.html)

[Registration \(/content/fdic/en/register.html\)](/content/fdic/en/register.html)

Exhibitors

[Book a Booth \(/content/fdic/en/exhibition.html\)](/content/fdic/en/exhibition.html)

[Registration \(/content/fdic/en/register.html\)](/content/fdic/en/register.html)

[Sponsor \(/content/fdic/en/index/contact-us.html\)](/content/fdic/en/index/contact-us.html)

PennWell Fire Group

[Fire Engineering \(http://www.fireengineering.com/index.html\)](http://www.fireengineering.com/index.html)

[Fire Apparatus \(http://www.fireapparatusmagazine.com/index.html\)](http://www.fireapparatusmagazine.com/index.html)

[Firefighter Nation \(http://www.firefighternation.com\)](http://www.firefighternation.com)

[FireRescue \(http://www.firerescuemagazine.com/index.html\)](http://www.firerescuemagazine.com/index.html)



Airbnb, Inc.
888 Brannan Street
San Francisco, CA 94103

Confirmed: 4 nights in Indianapolis, IN

Booked by **Marvena Petty**
Wednesday, Sep 19, 2018

Accepted
HMPAJ2RWAZ

Check In
Apr 9,
2019



Check Out
Apr 13,
2019

Charges

\$150.00 × 4 nights \$600.00

Cleaning fees ⓘ \$50.00

Service fee ⓘ \$91.53

Total \$741.53

Entire home/apt

Garfield Getaway - entire home
Indy by the park
937 East Bradbury Avenue
Indianapolis, IN 46203
United States

Hosted by Kris Bashenow
Phone: +1 (317) 294-2923

Payment

Paid with VISA 9567 \$370.77

Wed, September 19, 2018 @ 3:22 PM EDT

Pending Payment \$370.76

Scheduled for Sat, March 30, 2019

Total Remaining \$370.76

4 Travelers on this trip

Marvena Petty
+3 more guests

Cost per traveler

This trip was **\$46.35** per person, per night, including taxes and other fees.

Add billing
details

Security Deposit

A Host requires a Security Deposit of \$100 to book this listing. The Guest is responsible for the amount of the Security Deposit, but it will not be charged unless the host makes a claim.



MCO → IND

TOTAL
\$1,439.80

Trip & Price Details

+ Price

Payment

Confirmation

Flight Modify Remove

\$1,439.80

Departing 4/9/19 Tuesday

Wanna Get Away \$603.65
(Adult x5)

DEPARTS **1:00 PM** **MCO**
Orlando, FL - MCO

Nonstop

ARRIVES **3:25 PM** **IND**
Indianapolis, IN - IND

FLIGHT
1458TRAVEL TIME
2hr 25min

Wanna Get Away

Earn 725 Rapid Rewards® points per Passenger, per one-way.

- 2 free checked bags (1st and 2nd checked bags fly free. Weight and size limits apply.)
- No change fee (Fare difference may apply.)
- Reusable funds
- EarlyBird eligible

SUBTOTAL
\$603.65

Returning 4/13/19 Saturday

Wanna Get Away \$603.65
(Adult x5)

DEPARTS **9:45 AM** **IND**
Indianapolis, IN - IND

Nonstop

ARRIVES **12:00 PM** **MCO**
Orlando, FL - MCO

FLIGHT
3444TRAVEL TIME
2hr 15min

Wanna Get Away

Earn 725 Rapid Rewards® points per Passenger, per one-way.

- 2 free checked bags (1st and 2nd checked bags fly free. Weight and size limits apply.)
- No change fee (Fare difference may apply.)
- Reusable funds
- EarlyBird eligible

SUBTOTAL
\$603.65

Taxes & fees

\$232.50

Flight total

\$1,439.80

Icon legend

WiFi available
 Live TV available
 EarlyBird Check-In®

÷ 5 =
287.96 EA

Reservation # IND-1016153

AIRPORT VAN RENTAL, AVR
8639 W. WASHINGTON ST.
INDIANAPOLIS, IN 46231
(317) 399-5247

AVR VAN RENTAL

Bill To

Renter Information

Marvena Palm Bay Fire Dept.

(321) 952-3400
DL:

Renter's Ins:

Reservation Summary

Vehicle Class Reserved: MVAR
Pickup Date/Time: 04/09/2019 16.30
Renting Location: IND
AIRPORT VAN RENTAL, AVR
8639 W. WASHINGTON ST.
INDIANAPOLIS, IN 46231
(317) 399-5247

Due Back Date/Time: 04/13/2019 16.30
Check-In Location: IND
AIRPORT VAN RENTAL, AVR
8639 W. WASHINGTON ST.
INDIANAPOLIS, IN 46231
(317) 399-5247

Charge Summary

Description	Charged	Rate	Per	Amount
RPFallback: Fallback Hourly		45.00	hour	.00
RPFallback: Fallback Daily		89.98	day	.00
RPDaily: Hour		22.50	hour	.00
RPDaily: Day	4 @	44.99	day	179.96
Net T&M				179.96
COUNTY EXCISE TAX		6.000 %		10.79
IND STATE EXCISE TAX		4.000 %		7.19
AIRPORT CONCESSION TAX		10.000 %		18.00
Transport Fee	1 @	4.00	unit	4.00
Vehicle Lic Fee	4 @	2.52	day	10.08
Subtotal of Other Charges				50.06
Estimated Charges				230.02

Final Step: Complete Your Reservation

Please enter the email where you would like to receive your confirmation

Email address

Password (optional)

To create account or log in to existing one

Payment Method



Credit Card Number

Cardholder Name

Expiration Date

January

2019

☒ Email me exclusive discounts and special offers occasionally (usually once a month).

\$36.95 will be charged to your credit card.

[Reserve Parking](#)

Reservation Summary

Orlando Airport Marriott Self Parking

7499 Augusta National Dr
Orlando, FL 32822

[Map](#)

Parking from: 04/09/2019 (11:00 AM)

Parking to: 04/13/2019 (1:00 PM)

☒ FREE cancellation

Airport Parking \$30.00

Taxes & Airport fees \$6.95

Total **\$36.95**

Pay Now \$36.95

Due at Lot \$0.00

☒ Best Price Guarantee
Congratulations! You're getting the lowest possible rate for this lot.



PAN AM PLAZA PARKING GARAGE



DIRECTIONS

201 South Capitol Avenue
Indianapolis, IN 46225
Office Phone: 317-237-4849

Parking for Pan Am Plaza Parking Garage, guests and surrounding area. Located just across from the Indiana Convention Center and the Crowne Plaza Hotel at Historic Union Station. The closest parking Garage to Lucas Oil Stadium.

Hourly Rates:

0- 30 min: \$5
30 min- 1 hour: \$8
1- 1.5 hours: \$12
1.5- 2 hours: \$16
2- 4 hours: \$18
4- 12 hours: \$26
12- 24 hours: \$28

Lost Ticket: \$28

Daily Maximum: \$28

Number of Spaces: 1200



FY 2019 Per Diem Rates for Indiana

Lodging by month (excluding taxes) | October 2018 - September 2019

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website) .

Meals & Incidentals (M&IE) Rates

[View Rates](#)

Primary Destination ⓘ	County ⓘ	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Indianapolis / Carmel	Marion / Hamilton	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125
Standard Rate		\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94

Meals & Incidentals (M&IE) Breakdown ⓘ

Use this table to find the following information for federal employee travel:

M&IE Total - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

Breakfast, lunch, dinner, incidentals - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE.

Primary Destination ⓘ	County ⓘ	M&IE Total	Continental Breakfast/ Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel ⓘ
Indianapolis / Carmel	Marion / Hamilton	\$56	\$13	\$15	\$23	\$5	\$42.00
Standard Rate	/	\$55	\$13	\$14	\$23	\$5	\$41.25



CITY OF PALM BAY, FLORIDA

Travel Request/Advance Request

Contact/Ext

Control #

Request Date: 10/18/18

Marvena Petty 4676

Name: Mark Amaral		Destination: Coral Springs, Florida			
Department/Division: Fire Rescue		Departure		Return	
Account To Be Charged:		Date of: 11/4/2018		11/8/2018	
Account To Be Charged:		Time of: 11:00 AM		2:00 PM	
		Estimated Cost: before mileage reimbursement \$950.00			
Purpose of Travel (Specify Conference, School or Other Reason) - ATTACH ITINERARY					
Date Approved By Council: _____					
Transportation: boldface or circle choice(s) POV - Estimated Mileage City Vehicle Common Carrier (complete below)					
PREPAID EXPENSES		VENDOR/ADDRESS		EXPLANATION	
Registration		Florida Fire Marshals and Inspectors Association			
Due Date Will use PC					
Hand Carry Y N					
				\$375.00	
Lodging		LaQuinta Inn 3100 N. University Blvd. Coral Springs, FL		Rate \$98.00	
Due Date Will use PC				# Nights 4	
Hand Carry Y N					
				\$392.00	
Common Carrier (if applicable)					
Due Date					
Hand Carry Y N					
				\$0.00	
Other Expenses					
Due Date					
Hand Carry Y N					
				\$0.00	
Other Expenses					
Due Date					
Hand Carry Y N					
				\$0.00	
PER DIEM ADVANCE: Advanced or Upon Return (circle one) Refer to www.gsa.gov for rates - <u>attach proof of rate</u> (Lodging prepaid - receipt required)					
Breakfast 0		@	\$0.00	=	\$0.00
Lunch 3		@	\$17.00	=	\$51.00
Dinner 4		@	\$28.00	=	\$112.00
Incidentals 4		@	\$5.00	=	\$20.00
				\$183.00	

TRAVEL APPROVALS

Terli R. Harg 10-22-18
Department Head Date

Finance Date

(If applicable)

City Manager Date

(ATTACH TO EXPENSE REPORT UPON RETURN)



70th Annual Florida Fire Prevention Conference

November 5-8, 2018

Fort Lauderdale Marriott Coral Springs Hotel
11775 Heron Bay Boulevard
Coral Springs, FL 33076

The Premier conference in Florida for Fire Inspectors

To register with the hotel for the conference rate of \$129 a night, you can follow the provided link on the conference registration page at www.ffmia.org



Up to 28 hours of continuing education credits available for full conference attendees, for Fire Inspectors, Fire Investigators, and Fire and Life Safety Educators.

This year's conference activities theme is 70 Years young. Please help us celebrate the 70th anniversary of this conference. Planned activities include over 20 classes, the Vendor Showcase and raffle, a Cornhole tournament, and a Luau.

Register Today at FFMIA.org!!



Classes include but are not limited to:

**Sprinkler and Alarm
Plan Review**

**NFPA 1 Declaratory
Statements**

Fire Door Inspection

**School Safety and
Security**

There will also be the
annual meeting of the
Florida Fire Marshals
and Inspectors
Association

Plans are also in place
to add a combination
Public Fire
Educator/Fire
Investigator Track

*All courses are subject to
change without notice

FFMIA

PO Box 325

Hobe Sound, FL 33475

Phone: 772-349-1507

To Register go to:
FFMIA.ORG



70th Annual Florida Fire Prevention Conference

November 5-8, 2018

Pre-Conference activities on November 4, 2018

Fort Lauderdale Marriott Coral Springs Hotel, Golf Club & Convention Center
11775 Heron Bay Boulevard
Coral Springs, FL 33076

70 Years Young

Conference General Schedule and Information



FFMIA Would like to take this opportunity to thank our premier members and conference sponsors.

Legacy Level



NATIONAL FIRE PROTECTION ASSOCIATION

The leading information and knowledge resource on fire, electrical and related hazards

Platinum Level

STAR &
SHIELD
INSURANCE EXCHANGE
MEMBER OWNED

Meal Sponsors



KNOX®

Serving First Responders Since 1975

GENERAL SCHEDULE OF EVENTS

Sunday, November 4, 2018

8:00 am – 5:00 pm	International Fire Marshals Association (IFMA) Board Meeting
1:00 pm – 5:00 pm	FFMIA Board Meeting
1:00 pm – 5:00 pm	Registration Open
2:00 pm – 5:00 pm	Pre-Conference Classes

Monday, November 5, 2018

7:00 am – 4:00 pm	Registration and Information Desk Open
8:00 am – Noon	Opening Ceremony, Award Presentations and Keynote Speaker
8:00 am – Noon	Exhibitor Move In
Noon – 1 PM	Lunch – Provided by KNOX
Noon – 5:00 pm	Exhibit Hall Open
1:00 pm – 5:30 pm	General Session(s)
6:00 pm – 9:00 pm	Social Event on the patio

Tuesday, November 6, 2018

7:00 am – 4:00 pm	Registration and Information Desk Open
8:00 am – 7:00 pm	Exhibit Hall Open
8:00 am – 5:00 pm	Educational Sessions
12 noon – 1:00 pm	Lunch Break
5:00 pm – 7:00 pm	Vendor Showcase/Exhibitor Reception – hors d'oeuvres, cash bar, prizes available to all those who visit all the exhibitors– Stirling West

Wednesday, November 7, 2018

7:00 am – 4:00 pm	Registration and Information Desk Open
8:00 am – Noon	Educational Sessions
8:00 am – 11:00 am	Exhibit Hall Open (exhibitor's option) followed by Exhibitor move out
12 noon – 1:00 pm	Lunch Break
1:00 pm – 2:00 pm	Update from the State Fire Marshal's Office
2:00 pm – 5:00 pm	FFMIA Annual Business Meeting – FFMIA Regional Meetings Immediately follow
6:00 pm – 9:00 pm	70 th Annual Conference Social Event to honor award recipients – Luau on the patio

Thursday, November 8, 2018

7:00 am – 9:00 am	Registration and Information Desk Open
8:00 am – Noon	Educational Sessions

Dress for the event:

FFMIA typically receives several requests for information regarding what is considered the appropriate attire during this event. Here is a quick guide:

- Recommended attire for the training sessions is business/resort casual. Bring a sweater or light jacket as conference rooms are normally cold.
- Recommended attire for the Opening Ceremonies/Awards Ceremony is a Uniform, Business or Formal.
- Recommended attire for the vendor showcase, social events and raffle is resort casual.

COURSE AND PROGRAM SCHEDULE

SUBJECT TO CHANGE

Sunday, November 4, 2018

- 8:00 am – 5:00 pm International Fire Marshals Association Board Meeting
- 1:00 am – 5:00 pm FFMIA Board Meeting
- 1:00 am – 5:00 pm Registration and Information Desk Open
- 2:00 pm – 5:00 pm NFPA 1 Declaratory Statements and Administrative Warrants – Anthony Apfelbeck – 3 CEUs

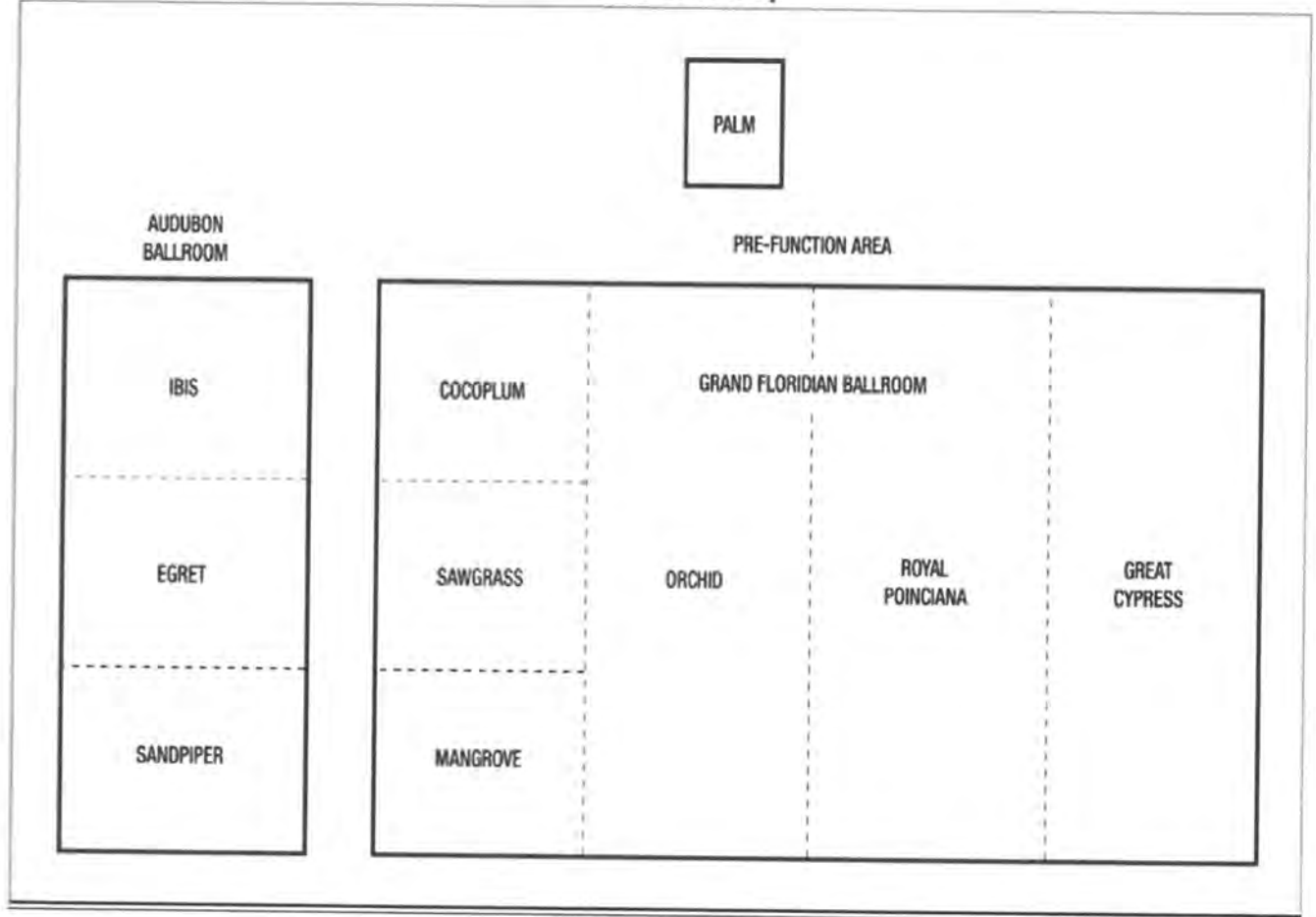
Monday, November 5, 2018

- 7:00 am – 4:00 pm Registration and Information Desk Open
- 8:00 am – 9:45 am Opening Ceremonies and Award Presentations
- 9:45 am – 10:00 am Break
- 10:00 am – Noon Parkland Florida School Shooting Incident Review – Chief Frank Babinec – 2 CEU
- Noon – 1:00 pm Lunch – Sponsored by KNOX – Presentation on KNOX Blue Box Program – 1 CEU
- Noon – 5:00 pm Exhibit Hall Open
- 1:00 pm – 5:00 pm School Safety and Security – Brandon Ball, Karl Morgan – 4 CEUs
- 6:00 pm – 9:00 pm Social Event – Game night on the patio

Tuesday, November 6, 2018

- 7:00 am – 4:00 pm Registration and Information Desk Open – Stirling Foyer
- 8:00 am – 7:00 pm Exhibit Hall Open - Stirling West
- 8:00 am – noon Photo Luminescent Egress Pathway Lighting and Signage Code Changes to NFPA 101 – Zachary Green – 4 CEUs
- 8:00 am – 10:00 am NFPA 1 Chapter 18 Fire Department Access and Water Supply – Anthony Apfelbeck - 2 CEUs
- 8:00 am – 10:00 am Additive Manufacturing (3D Printing in mass) – Kelly Nicolello – 2 CEUs
- 10:00 am – Noon Beginning Plan Review – Janet Washburn – 2 CEUs
- 10:00 am – Noon UL Tools for the Fire Inspector – Kelly Nicolello – 2 CEUs
- 12 noon – 1:00 pm Lunchbreak on your own

Resort Map



NOTE: Individuals attending this session must be FFMIA members and must register for this course SEPERATELY from the conference. See the FFMIA website for details.

Registration open

Registration and Information Desk Open

Exhibit Hall open for move in

Exhibit Hall officially open

Registration and Information Desk Open

Exhibit Hall Open

Vendor Showcase/Exhibitor Reception/Raffle Announcements

Hors Devours, cash bar, and prizes

Exhibitor optional move out

Registration and Information Desk Open

Exhibit Hall Open – Exhibitor's Option

Exhibitor final move out

Those individuals who visit all the FFMIA exhibitors during the Vendor Showcase, and complete and turn in the signature form, will be eligible to receive prizes. You must be present at the exhibit hall to win, and prizes are selected by random drawing.

Note: Class and conference schedules and descriptions will be posted and updated as details are finalized

FFMIA is proudly celebrating our 41st Anniversary and the 70th Anniversary of the Florida Fire Prevention Conference, encouraging the next generation of Fire Inspectors, Fire Investigators, and Public Fire Educators.

Tuesday, November 6, 2018 (continued)

- | | |
|-------------------|--|
| 1:00 pm – 5:00 pm | The Fire and Smoke Door Inspection Process, NFPA 80 and 105 – Travis Worthington – 4 CEUs |
| 1:00 pm – 3:00 pm | High Rise Retro Fit and Future Considerations in the State of Florida – Jon Pasqualone – 2 CEUs |
| 1:00 pm – 3:00 pm | Risk Analysis for Higher Education Assemblies – Jeff Collins – 2 CEUs |
| 3:00 pm – 5:00 pm | ELSS: The Owner, The Engineer, and the Fire Marshal – Jeff Collins – 2 CEUs |
| 5:00 pm – 7:00 pm | Vendor Showcase/Exhibitor Reception – hors d'oeuvres, cash bar, prizes available to all those who visit all the exhibitors |

Wednesday, November 7, 2018

- | | |
|--------------------|--|
| 7:30 am – 4:00 pm | Registration and Information Desk Open – Stirling Foyer |
| 8:00 am – 11:00 am | Exhibit Hall Open – Exhibitor's Option |
| 8:00 am – 10:00 am | Flexible Sprinkler Fittings – Edison Lino – 2 CEUs |
| 8:00 am – 10:00 am | Radio System Installation Requirements (Highrise, DAS, and coverage) – Alan Perdue – 2 CEUs |
| 8:00 am – 10:00 am | Standard Flame Propagation Tests for Exterior Wall Systems – Karl Houser – 2 CEUs |
| 8:00 am – Noon | Propane Facility Fires (Response and Inspection) – 4 CEUs |
| 10:00 am – Noon | Assisted Living Facilities – Karl K. Thompson – 2 CEUs |
| 10:00 am – Noon | IBC and NFPA Fire Protection Requirements for Exterior Walls: 2015 – 2021 – Karl Houser – 2 CEUs |
| 10:00 am – Noon | DAS Installation and Plan Review – Safer Buildings Coalition |
| 12 noon – 1:00 pm | Lunchbreak on your own |
| 1:00 pm – 2:30 pm | Update from the State Fire Marshal's Office – General Session – 1 CEU |
| 2:30 pm – 5:00 pm | Legislative Updates and Current Trends Statewide and Regional – General Session - 2 CEUs |
| 6:00 pm – 9:00 pm | Social Event and honoring of award recipients – Luau on the Patio |

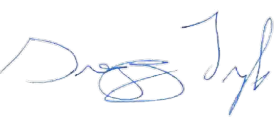
Thursday, November 8, 2018

- | | |
|--------------------|--|
| 7:30 am – 9:00 am | Registration and Information Desk Open |
| 8:00 am – 10:00 am | Listening Session – 7th edition of the Florida Fire Prevention Code – Casia Sinco - 2 CEUs |
| 10:00 am – Noon | FL SFMO Rule Hearing – Fire Inspector Curriculum – Mark Harper |



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Travel Request – HUD Neighborhood Stabilization Program (NSP) Closeout / DRGR System Training

Growth Management would like to submit an acknowledgement of Nancy Jewell's attendance to the HUD NSP Grant Closeout / DRGR System Training in Atlanta, Georgia that was held from October 1st -4th, 2018. HUD confirmed acceptance for this training 4 days prior to the training, causing the delay in travel request submission.

Training was hosted by HUD and includes comprehensive training regarding closeout of the NSP Grant program and DRGR System (HUD electronic reporting system for NSP Grant).

HUD is strongly encouraging all NSP Grantees to approach and proceed with grant closeout activities including clean-up of reporting in DRGR System.

HUD indicates that this is among the last training opportunities for NSP Closeout and DRGR training nationwide.

The City is eager to close out all remaining activities associated with its NSP1 and NSP3 grants.

REQUESTING DEPARTMENT:

Community Planning & Economic Development

FISCAL IMPACT:

No fiscal Impact. Costs paid by NSP grant

RECOMMENDATION:

Motion to approve the travel request for Nancy Jewell for attendance to the HUD NSP Grant Closeout / DRGR System training.

Attachments: 1) Travel Request
2) Training Agenda



CITY OF PALM BAY, FLORIDA

Travel Request/Advance Request

Control # _____

Request Date: 9/19/2018

Contact/Ext 3408

Name: Nancy Jewell		Destination: HUD NSP DRGR Training			
Department/Division: Growth Management		Departure Date of: 10/1/2018 Time of: 2:30 PM		Return Date of: 10/4/2018 Time of: 9:00 PM	
Account To Be Charged:		Estimated Cost: before mileage reimbursement \$1,404.35			
Purpose of Travel (Specify Conference, School or Other Reason) - ATTACH ITINERARY Attendance at Atlanta HUD Office for NSP DRGR Training					
Date Approved By Council: _____					
Transportation: boldface or circle choice(s) <div style="display: inline-block; width: 40%;">POV - Estimated Mileage _____</div> <div style="display: inline-block; width: 40%;">City Vehicle _____</div> <div style="display: inline-block; width: 20%;">Common Carrier (complete below)</div>					
PREPAID EXPENSES	VENDOR/ADDRESS	EXPLANATION	AMOUNT	FINANCE USE ONLY	
Registration				Vendor #	Check #
Due Date _____					Date
Hand Carry Y N			\$0.00		
Lodging	Omni	Rate \$284.39		Vendor #	Check #
Due Date _____		# Nights 3			Date
Hand Carry Y <u>N</u>			\$853.17		
Common Carrier (if applicable)	Frontier Orlando-Atlanta \$103.20	Less expensive to book two one-way flights than one roundtrip		Vendor #	Check #
Due Date _____	Southwest Atlanta-Orlando \$143.98				Date
Hand Carry Y N			\$247.18		
Other Expenses	Uber to hotel \$14.00 one way x 2			Vendor #	Check #
Due Date _____					Date
Hand Carry Y N			\$28.00		
Other Expenses				Vendor #	Check #
Due Date _____					Date
Hand Carry Y N					
PER DIEM ADVANCE: Advanced or Upon Return (circle one) Refer to www.gsa.gov for rates - attach proof of rate (Lodging prepaid - receipt required)				Vendor #	Check #
Breakfast 4	@ \$16.00	= \$64.00			Date
Lunch 4	@ \$17.00	= \$68.00			
Dinner 4	@ \$31.00	= \$124.00			
Incidentals 4	@ \$5.00	= \$20.00			
			\$276.00		

TRAVEL APPROVALS

9-25-18
 Department Head Date

 Finance Date

(if applicable)

 City Manager Date

(ATTACH TO EXPENSE REPORT UPON RETURN)

DRGR Training Agenda

Day 1 – NSP Grantees

8:30 AM – 4:30 PM

8:30 – 9:00 AM	Registration
9:00 – 9:15 AM	Welcome
9:15 – 10:30 AM	Navigation, User Management, and Home Screen
10:30 – 11:45 AM	Review of Action Plan Module Part I
11:45 – 1:00 PM	Lunch
1:00 – 1:30 PM	Review of Action Plan Module Part I (Continued)
1:30 – 3:30 PM	Review of Action Plan Module Part II
3:30 – 4:30 PM	Drawdown Module Part I: PI and Obligation

Day 2 – Part I - NSP Grantees

9:00 AM – 11:45 PM

9:00 – 9:15 AM	Welcome and Review
9:15 – 10:30 AM	Drawdown Module Part II: Vouchers
10:30 – 11:45 AM	Grant Management Part II - QPR
11:45 – 1:00 PM	Lunch

Day 2 – Part II - NSP Grantees

1:00 AM – 4:30 PM


1:00 – 1:45 PM	Welcome
1:15 – 1:45 PM	Closeout Basics & Process
1:45 – 2:15 PM	Reports Overview
2:15 – 3:00 PM	Key DRGR Reports and Reconciling Data in DRGR
3:00 – 3:45 PM	DRGR Demonstrations: Flags, Uploads, Corrections
3:45 – 4:15 PM	Post Closeout
4:15 – 4:30 PM	Wrap Up

	Workshop 1: Program Income Policy and Transfer	Workshop 2: Project Changes	Workshop 3: Subrecipient Monitoring	Workshop 4: NEP Release and Closeout Forms	Working Session 1: DRGR Deep Dive	Working Session 2: Long Term Rental Enforcement	Table Talk: Affordability Requirements	Table Talk: Affordability Requirements	Table Talk: National Objectives	Failed Projects	LH25 Compliance	LH26 Compliance	DRGR	DRGR	DRGR	DRGR	Mini Grant Assessment	Mini Grant Assessment	Land Banks and Field Properties	Land Banks and Field Properties	Long Term Rental Compliance
Presenters	ALEX THACKERY	RANDALL MULLEN	DOUG HARSANY	ALEX THACKERY	JENNIFER ALPHA / ROB SRONCE	DOUG HARSANY	CAROLE BURCHETTE	RANDALL MULLEN BOB BREHM	CHERRIE PALENIUS	STEVE LATHOM	JIM BEACHLER	DAVE CRAMER	RUDY MUNOZ	JOSH NORTHEY	ROB SRONCE	JENNIFER ALPHA	BOB BREHM	ALEX THACKERY	DOUG HARSANY	DAVE CRAMER	RANDALL MULLEN
Times							TABLE 1	TABLE 2	TABLE 3	TABLE 4	TABLE 5	TABLE 6	TABLE 7	TABLE 8	TABLE 9	TABLE 10	TABLE 11	TABLE 12	TABLE 13	TABLE 14	TABLE 15
9:00-9:25	OPENING SESSION																				
9:25-9:55	Session (Arkansas, Augusta, Cape Coral, Chattahoochee, Cincinnati, Clayton, DeKalb, Detroit, Georgia, Houston, Macon, Miami Gardens, Saint Paul, Sanford, TCB)		Session (Allanta, Brevard, Brockton, Cobb, Connecticut, Cuyahoga, Gainesville, Gwinnett, Henry, Kissimmee, Palm Bay, Rhode Island, Savannah, Seminole, Washington, DC)	EXPERT UNAVAILABLE			FULTON COUNTY	HENRY COUNTY (Randall)	NASSAU COUNTY	PINELLAS COUNTY	SEMINOLE COUNTY	EXPERT UNAVAILABLE	FORT MYERS	NLP	GWINNETT COUNTY	ATLANTA	ALLEGHTOWN	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	CHEEKTOW-AGA	EXPERT UNAVAILABLE
10:00-10:30				EXPERT UNAVAILABLE			CONNECTICUT	NLP (Bob)	GWINNETT COUNTY	AUGUSTA	FORT MYERS	CHEEKTOW-AGA	KISSIMMEE	GAINEVILLE	NASSAU COUNTY	PINELLAS COUNTY	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	FULTON COUNTY
10:40-11:10				EXPERT UNAVAILABLE	Session (Allentown, Augusta, Connecticut, Detroit, Ft. Myers, Fulton, Gainesville, Gwinnett, Kissimmee, Nassau, Seminole, Sanford, Saint Paul, TCB, Washington DC)		CAPE CORAL/NLP	EXPERT UNAVAILABLE	GEORGIA	CUYAHOCA COUNTY/ CHATTANOOGA	GWINNETT COUNTY/ RHODE ISLAND	COBB COUNTY	ARKANSAS/ HOUSTON	BROCKTON/ HENRY	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	CLAYTON COUNTY	SAVANNAH/ MIAMI GARDENS	CINCINNATI	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE
11:15-11:45				EXPERT UNAVAILABLE			CINCINNATI/ MACON	EXPERT UNAVAILABLE	COBB COUNTY	RHODE ISLAND	BROCKTON	CAPE CORAL	HENRY COUNTY	MIAMI GARDENS	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	HOUSTON	ATLANTA	CLAYTON COUNTY/ GEORGIA	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE
11:45-12:40	LUNCH																				
12:45-1:15	Session (Atlanta, Brevard, Brockton, Cobb County, Cheektowaga, Fulton, Ft. Myers, Gainesville, Gwinnett, Henry, Kissimmee, Nassau, Palm Bay, Pinellas County, Seminole, TCB, DC)	Session (Arkansas, Cape Coral, Chattahoochee, Cuyahoga, Detroit, Georgia, Gwinnett, Henry, Houston, Miami Gardens, NLP, Rhode Island, Sanford, Savannah)		EXPERT UNAVAILABLE			AUGUSTA	EXPERT UNAVAILABLE	WASHINGTON DC	FORT MYERS	CONNECTICUT	DEKALB COUNTY	CINCINNATI	HOUSTON	FULTON COUNTY	ALLEGHTOWN	EXPERT UNAVAILABLE	WASHINGTON DC	SANIT PAUL	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE
1:20-1:50				EXPERT UNAVAILABLE			GWINNETT COUNTY	EXPERT UNAVAILABLE	CAPE CORAL	CINCINNATI	HENRY COUNTY	ARKANSAS	AUGUSTA	SANIT PAUL	BREVARD COUNTY	DEKALB COUNTY	GEORGIA	DETROIT	CONNECTICUT	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE
2:00-2:30				EXPERT UNAVAILABLE	Session (Arkansas, Atlanta, Brockton, Cincinnati, Cobb, Clayton, DC, DeKalb, Detroit, Henry, Houston, Miami Gardens, NLP, Rhode Island, Savannah)	Session (Allentown, Augusta, Brevard, Cape Coral, Cheektowaga, DC, Ft. Myers, Fulton, Gwinnett, Nassau, Palm Bay, Pinellas, Sanford, St. Paul)	GAINEVILLE	GEORGIA (Bob)	CHATTANOOGA	GWINNETT COUNTY	SANFORD	CUYAHOCA COUNTY	MACON	CLAYTON COUNTY	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	AVAILABLE FOR DROP IN	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE
2:35-3:05		Session (Connecticut, Gainesville, Kissimmee, Seminole, TCB, DC)		EXPERT UNAVAILABLE			GEORGIA	CUYAHOCA COUNTY (Bob)	RHODE ISLAND	MACON	KISSIMMEE	BREVARD COUNTY	CHATTANOOGA	CONNECTICUT	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	TCB	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE	EXPERT UNAVAILABLE
3:10-3:40				Session (Allentown, Arkansas, Brevard, Brockton, Cape Coral, Chattahoochee, Cheektowaga, Clayton, Cobb, Connecticut, DeKalb, Detroit, Fulton, Gainesville, Georgia, Kissimmee, Miami Gardens, Nassau, St. Paul, Savannah, TCB)			RHODE ISLAND	MACON (Bob)	PINELLAS COUNTY	HOUSTON	HENRY COUNTY	EXPERT UNAVAILABLE	PALM BAY	WASHINGTON DC	SEMINOLE COUNTY	SANFORD	FORT MYERS	EXPERT UNAVAILABLE	ATLANTA	AUGUSTA	GWINNETT COUNTY
3:45-4:30	CLOSING SESSION																				



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Gregg Lynk, City Manager 

DATE: November 1, 2018

RE: Travel Request- Police Department

The Police Department is requesting permission for the following employees to travel for business purposes:

Detective Nicholas Abroe will be traveling to Glynnco, Georgia from November 25-30, 2018 to attend the 'Covert Electronic Tracking Program' through FLETC (Federal Law Enforcement Training Center). Tuition, lodging, and meals during the training are provided through grants. Per diem per city policy is estimated at \$93.00. The approximate total cost is estimated at \$93.00. These costs will be paid out of the Special Operations Division account.

REQUESTING DEPARTMENT:

Police Department

FISCAL IMPACT:

All travel is budgeted.

RECOMMENDATION:

Motion to acknowledge and approve travel as mentioned above.

JR/ab