



City of Sanibel

800 Dunlop Road
Sanibel, FL 33957

Meeting Agenda - Final - revised City Council

Tuesday, May 3, 2016

9:00 AM

City Hall

REMOVED DUPLICATE ITEM 12b and ADDED INFORMATION TO ITEM 12c

1. Call to Order

2. Invocation and Pledge of Allegiance (Mayor Ruane)

3. Presentation(s):

- a. Presentation of the Distinguished Budget Presentation Award for the Fiscal Year Beginning October 1, 2015 to Steve Chaipel, Finance Director

Attachments: [Letter from Government Finance Officers Association](#)
[Fiscal Year 2016 Budget Presentation Award](#)

- b. Recognition of the Employee of the Second Quarter

Attachments: [Employee of the Quarter Recognition Letter](#)

- c. Proclamation declaring May 9 to May 14, 2016 as National Salvation Army Week

Attachments: [Salvation Army Proclamation](#)

- d. Proclamation declaring May 21 to May 27, 2016 as Safe Boating Week

Attachments: [Safe Boating Week Proclamation](#)

4. Planning Commission Report (Vice Chair Chris Heidrick)

5. Public Comments for non-Agenda items

(Maximum time allotted, 20 minutes, with a limitation of 3 minutes per speaker.)

6. Council Comments

7. CONSENT AGENDA

ANY PERSON MAY REQUEST THAT COUNCIL REMOVE AN ITEM FROM THE CONSENT AGENDA FOR DISCUSSION BY NOTIFYING THE CITY MANAGER, CITY CLERK, OR A COUNCIL MEMBER PRIOR TO THE MEETING.

- a. **RESOLUTION 16-036 ACCEPTING A WASTEWATER COLLECTION AND TRANSMISSION SYSTEM EASEMENT FROM MARTIN L. MULDER AND CRYSTAL K. MULDER, HUSBAND**

AND WIFE, FOR THE PROPERTY LOCATED AT 1824 WOODRING ROAD (STRAP #13-46-22-T2-00100.0160), FOR THE SANIBEL SEWER SYSTEM EXPANSION PROJECT, PHASE 4; AUTHORIZING THE CITY MANAGER TO RECORD SAME IN THE OFFICIAL RECORDS OF LEE COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE

Attachments: [Resolution 16-036](#)

- b. **RESOLUTION 16-026 APPROVING BUDGET AMENDMENT/TRANSFER NO. 2016-021; AND PROVIDING AN EFFECTIVE DATE** (To appropriate \$15,635 in emergency management funding for expenditures to purchase additional hurricane passes, test the generator at the Recreation Center and training costs for structural safety inspectors. The funds for this amendment are being appropriated from the budgeted reserves for emergencies. This amendment does not increase the FY2016 budget)

Attachments: [Resolution 16-026](#)

- c. **RESOLUTION 16-029 APPROVING BUDGET AMENDMENT/TRANSFER NO. 2016-022; AND PROVIDING AN EFFECTIVE DATE** (To appropriate \$80,000 for transportation related expenditures: A) \$25,000 for consultant services related to the traffic management and communications strategy effort in the Public Works department of the Beach Parking fund; B) \$25,000 in funding for contractual mowing due to wet rainy season; C) \$30,000 for additional repairs for drainage maintenance due to issues with excessive rains. The funds for this amendment are from the unappropriated Transportation and Beach Parking fund balances and therefore do not increase the FY2016 budget)

Attachments: [Resolution 16-029](#)

- d. Approval of a fourth amendment to the Gravina Smith agreement for Traffic Management and Communication Strategy and authorize the City Manager to execute same

Attachments: [Amended Agreement with Gravina Smith](#)

- e. **RESOLUTION 16-030 APPROVING BUDGET AMENDMENT/TRANSFER NO. 2016-023; AND PROVIDING AN EFFECTIVE DATE** (To adjust FY2016 beginning budgeted fund balances to agree with the audited FY2015 ending fund balances from the CAFR. These amounts increase or decrease beginning FY2016 fund balances and are appropriated to the ending FY2016 fund balances. This amendment increases the FY2016 budget by \$1,021,928; however, there are no new or additional funds being appropriated in connection with this adjustment. Funding Source: No new funds are being appropriated. This budget amendment is adjusting beginning and ending fund balances by fund for the same amount to agree with the CAFR balances (refer to pages 46, 115, and 116 of the FY2015 CAFR for more information)

Attachments: [Resolution 16-030](#)

- f. Approval of Minutes - April 05, 2016 Regular City Council meeting

Attachments: [City Council Minutes - April 5, 2016](#)

- g. Approval of a Professional Services Agreement with Hans Wilson and Associates, Inc. to Design, Engineer and Permit two (2) Living Shoreline Projects: (1) Lighthouse Beach Park in an amount not to exceed \$16,200; (2) Woodring Point in an amount not to exceed \$24,960 and authorize City Manager to execute same (Funded through Budget Amendment 2016-019 approved on April 5, 2016)

Attachments: [Hans Wilson and Associates Agreement](#)

- h. Approval of an oversight agreement, as required under the Community Development Block Grant Program (CDBG) by the U.S. Department of Housing and Urban Development, with Community Housing and Resources (CHR) as a subrecipient of CDBG funds through the City of Sanibel in the amount of \$22,070.80 to rehabilitate below market rate housing consisting of removing existing patio

sliding glass doors and windows and replacing with impact rated doors and windows in affordable rental housing units located at Lake Palms/Wooster Apartments; and authorize City Manager to execute same (The subrecipient agreement between the City and Lee County was previously approved)

Attachments: [Community Housing Resource Subrecipient Agreement](#)

- i. Approval of an agreement between Fifth/Third Bank and the City of Sanibel for custodial services related to the City's investments pursuant to the Statement of Investment Policy, Ordinance 15-008 and authorize the City Manager to execute same

Attachments: [Staff Memorandum](#)
[Statement of Investment Policy \(Ordinance 15-008\)](#)
[Fifth/Third Custody Agreement](#)
[Fifth/Third Direct Express Agreement](#)

- j. Approval of Memorandum Of Understanding between the Panama City Police Department and the Sanibel Police Department for Electronic License and Vehicle Information System (ELVIS) interface, operated and maintained by Florida State University (FSU), which provides access to the National Crime Information Center (NCIC), and the Florida Crime Information Center (FCIC) and authorize the City Manager to execute same

Attachments: [Staff Memorandum](#)
[Memorandum of Understanding for Electronic Licenses and Vehicle Information](#)

- k. Approval of the purchase of Sodium Hypochlorite from Odyssey Manufacturing Company for the Donax plant for three years, and authorize the City Manager to execute same

Attachments: [Staff Memorandum](#)
[Odyssey Manufacturing Company Contract](#)
[Bid Tabulation](#)

- l. Approval of a revised fee schedule to the investment management services agreement between Integrity Fixed Income Management, LLC and the City of Sanibel and authorize the City Manager to execute same

Attachments: [City of Sanibel Fee Schedule Amendment](#)
[Integrity Fixed Income Management LLC Agreement](#)

- m. **RESOLUTION 16-031 OF THE CITY OF SANIBEL, FLORIDA, AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$6,900,000 OF GENERAL OBLIGATION REFUNDING BOND FOR THE CITY OF SANIBEL, FLORIDA, PAYABLE FROM THE FULL FAITH, CREDIT AND UNLIMITED AD VALOREM TAXING POWER OF THE CITY TO PROVIDE FUNDS FOR THE PURPOSE OF REFUNDING THE OUTSTANDING CITY OF SANIBEL, FLORIDA GENERAL OBLIGATION BONDS, SERIES 2006 MATURING AFTER AUGUST 1, 2016; PROVIDING FOR THE LEVY OF NECESSARY AD VALOREM TAXES IN THE MANNER AND TO THE EXTENT PROVIDED HEREIN; PROVIDING FOR OTHER COVENANTS WITH RESPECT TO THE BONDHOLDER; AUTHORIZING THE PRIVATE NEGOTIATED SALE OF SUCH BOND PURSUANT TO THE TERMS AND CONDITIONS DESCRIBED HEREIN AND IN THE COMMITMENT; DESIGNATING SUCH BOND AS QUALIFIED TAX-EXEMPT OBLIGATIONS WITHIN THE MEANING OF THE INTERNAL**

REVENUE CODE; PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH; PROVIDING FOR THE SEVERABILITY OF PARTS HEREOF IF DECLARED INVALID; AND PROVIDING AN EFFECTIVE DATE

Attachments: [Staff Memorandum](#)
 [Resolution 16-031](#)
 [Escrow Deposit Agreement](#)
 [Florida Community Bank N.A. Proposal](#)

- n. **RESOLUTION 16-034 APPROVING BUDGET AMENDMENT/TRANSFER NO. 2016-024; AND PROVIDING AN EFFECTIVE DATE** (To budget and appropriate 1) \$6,515,000 in debt proceeds and bond payment for the refunding and refinancing of the 2006 \$8.35M general obligation bonds issued for construction of the Recreation Center facility; and 2) \$41,500 for bond refunding and refinancing issuance costs. The \$41,500 in debt issuance costs are being allocated from ending fund balance. Loan proceeds of \$6,515,000 will be used to retire the outstanding bonds. This amendment increases the FY2016 budget by \$6,515,000)

Attachments: [Resolution 16-034](#)

Recess for Bond Signing

8. OLD BUSINESS

- a. Civic Core follow-up (Mayor Ruane)
- b. Traffic follow-up (Mayor Ruane)
- i. January through March 2016 Traffic Counts
- ii. 2016 Traffic Communication Strategy Debriefing
- iii. Updated Roundabout Schedule
- iv. Traffic Survey Update

Attachments: [January through March 2016 Traffic Counts](#)
 [Lee County Roundabout Study Schedule](#)

- c. Appointments of Council liaisons

Attachments: [2016 Council Liaisons](#)

- d. Water Quality Issues
- i. Reports from Director James Evans
1. Report on Blind Pass Inlet Management Plan Study Update meeting held April 21st

Attachments: [Blind Pass Inlet Management Study](#)

- ii. Sanibel Captiva Conservation Foundation presenting results of the Marine Lab regarding ground water and flow monitoring as part of the Sanibel Comprehensive Nutrient Management Plan

Attachments: [PowerPoint Presentation](#)
 [Sanibel Captiva Conservation Foundation Nutrient Report](#)

- iii. Request from Jim Beever, Planner IV, Regional Planning Council, for a letter of support for the Development of an improved model watershed scale master wetland mitigation strategy for restoration, protection and public projects for local governments (Mayor Ruane)

Attachments: [Request from Jim Beever](#)
 [Proposed Letter of Support](#)

- iv. Local Water Quality Initiatives (Vice Mayor Denham)
 - 1. Status Report on Best Management Practices (BMPs) exchange with other Lee County Cities (Fertilizer, golf course management and comprehensive nutrient management)
 - 2. Presentation to Regional Planning Council regarding water issues
 - 3. Proposed Regional Planning Council (RPC) September “Water Quality and Quantity Regional Symposium” (Vice Mayor Denham)

Attachments: [Proposed Symposium Agenda](#)

- e. Draft ordinance regarding recommendation to change the 50% rule for redevelopment
 - i. PowerPoint Presentation
 - ii. Staff Memorandum
 - iii. Draft Ordinance
 - iv. Report by Tetra Tech

Attachments: [PowerPoint Presentation](#)
 [Staff Memorandum](#)
 [Draft Ordinance](#)
 [Community Rating System Analysis by Tetra Tech](#)

- f. Follow-up to discussion regarding pavers for resort properties (Mayor Ruane)

Attachments: [Staff Memorandum](#)
 [Ecological Zone Chart and Permitted Coverages and Developed Areas](#)

9. COMMITTEES BOARDS COMMISSION

- a. **RESOLUTION 16-035 CONFIRMING THE ELECTION OF ONE TRUSTEE OF THE GENERAL EMPLOYEES’ RETIREMENT PLAN BOARD OF TRUSTEES BY THE MEMBERS; AND PROVIDING FOR AN EFFECTIVE DATE**

Attachments: [Resolution 16-035](#)

- b. **RESOLUTION 16-032 ESTABLISHING A CITY OF SANIBEL FLOODPLAIN MANAGEMENT PLANNING AND MITIGATION ADVISORY COMMITTEE; SETTING FORTH THE FUNCTIONS AND DUTIES OF SUCH COMMITTEE; SETTING FORTH MEMBERSHIP AND APPOINTMENTS; AND PROVIDING AN EFFECTIVE DATE**

Attachments: [Resolution 16-032](#)

10. CITY MANAGER**a. Informational Items**

- i. Memorandum on options to improve technology for citizen participation at public meetings

Attachments: [Staff Memorandum](#)

- ii. Building Department Monthly Permit and Revenue Report

Attachments: [Permit Report - March](#)
 [Revenue Report - March](#)

- iii. Legislative Monthly Report

Attachments: [Legislative Report as of March 2016](#)

- iv. Planning Department Reports

- 1. Permit Activity Report

Attachments: [Permit Activity Report March 2016](#)

- 2. Code Enforcement Activity Report

Attachments: [Code Enforcement Activity Report March 2016](#)

- 3. Updated Work Plan

Attachments: [Planning Dept Task List](#)

- v. Public Works Staff Reports

- 1. Capital Improvements Project

Attachments: [Capital Improvement Project Status](#)

- 2. Grease Trap Report April 2016

Attachments: [April 2016 Grease Trap Inspection Report](#)

- vi. Recreation Revenue and Membership Report

Attachments: [Recreation Revenue and Membership Report FY 16 033116.pdf](#)

- vii. Finance Department Reports

- Financial Quarterly Reports

- 1. General Fund quarterly financial report for 2016 fiscal year to date as of March 31, 2016

- 2. Sewer Fund quarterly financial report for 2016 fiscal year to date as of March 31, 2016

- 3. Beach Parking Fund quarterly financial report for 2016 fiscal year to date as of March 31, 2016

Attachments: [Staff Memorandum and Report](#)

- 4. City Investment Advisor Quarterly Financial Report as of March 31, 2016

Attachments: [March 31, 2016 Investment Quarterly Report](#)

viii. The Sanibel Historical Museum and Village, Inc., Financial Statements and Supplementary Information

Attachments:

[Staff Memorandum](#)

[Historical Museum and Village Financial Statement Year End 093015](#)

[Historical Museum and Village Financial Statement 2nd Quarter Fiscal Year 201](#)

ix. Acknowledging the appointment of Mayor Ruane to the Florida Municipal Loan Council

Attachments:

[Letter of Appointment](#)

11. CITY ATTORNEY'S REPORT

12. COUNCIL MEMBER'S REPORT

- a. Attendance at the Metropolitan Planning Organization (MPO) meeting (Mayor Ruane)
- b. Attendance at the Horizon Council Meeting (Councilman Goss)
- c. City Council Stipend (Councilman Harrity)

Attachments:

[Local Municipalities Summary Information](#)

13. PUBLIC COMMENT

14. ADJOURNMENT

IF A PERSON DECIDES, TO APPEAL A DECISION MADE BY THE COUNCIL ON ANY MATTER CONSIDERED AT THIS MEETING/HEARING, SUCH PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, TO INCLUDE THE TESTIMONY AND EVIDENCE UPON WHICH ANY SUCH APPEAL IS TO BE BASED.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS NEEDING A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING, TO INCLUDE HEARING IMPAIRMENT, SHOULD CONTACT PAMELA SMITH, CITY CLERK, NO LATER THAN ONE DAY PRIOR TO THE PROCEEDINGS AT (239) 472-3700. FOR ADDITIONAL ASSISTANCE IF HEARING IMPAIRED, TELEPHONE THE FLORIDA RELAY SERVICE AT 711.

Citizens may request to receive Sanibel City Council and Planning Commission meeting agenda directly via e-mail. Citizens wishing to receive a copy of the agenda via e-mail may do so by visiting the City's website at www.mysanibel.com. Additionally, citizens may register to receive City announcements such as press releases.

Prior to requesting the agendas, the website reminds citizens that all e-mail addresses and requests submitted to the City are public information and governed by the applicable Florida Statute.

HORIZON – UPCOMING IMPORTANT DATES

Monday	May 30, 2016	City Hall is closed in observance of Memorial Day		
Monday	June 06, 2016	D-Day		
Tuesday	June 07, 2016	City Council Meeting	MacKenzie Hall	9:00 a.m.
Monday	July 04, 2016	City Hall is closed in observance of Independence Day		
Tuesday	July 19, 2016	City Council Meeting	MacKenzie Hall	9:00 a.m.
	Set Millage Rate			
Tuesday	August 02, 2016	City Council Meeting	MacKenzie Hall	9:00 a.m.
Monday	August 08, 2016	Victory in Japan Day		
Saturday	September 10, 2016	City Council Meeting	MacKenzie Hall	9:00
a.m.				
	Regular Meeting		11:00 a.m.	
Tuesday	September 20, 2016	City Council Meeting	MacKenzie Hall	9:00
a.m.				
	Final Budget Hearing		5:01 p.m.	
Monday and Tuesday October 03, 2016		Rosh Hashanah begins at sunset through		
Tuesday,				
October 04, 2016				
Tuesday	October 04, 2016	City Council Meeting	MacKenzie Hall	9:00
a.m				
Wednesday	October 12, 2016	Yom Kippur		
Tuesday	November 01, 2016	City Council Meeting	MacKenzie Hall	9:00 a.m
Thursday & Friday November 24 & 25		City Hall will be closed in observance of		
Thanksgiving				
Friday	December 02, 2016	Student Government Day	MacKenzie Hall	9:30
a.m.				

Tuesday	December 06, 2016	City Council Meeting	MacKenzie Hall	9:00 a.m
Friday a.m.	December 09, 2016	Student Government Day	MacKenzie Hall	9:30
Sunday	December 25, 2016	Chanukah	Through January 01, 2017	
Monday	December 26, 2016	City Hall Closed in Observance of Christmas		
Sunday	January 01, 2017	New Year's Day		
Monday	January 02, 2017	City Hall Closed in Observance of New Year's		

“RULES OF CIVILITY FOR PUBLIC PARTICIPATION”

In recognition that public discourse is essential to the democratic system of government on April 16, 2002, Sanibel City Council adopted a Proclamation embracing civility in public deliberations. These rules were updated February 22, 2007.

Therefore, Sanibel City Council sanctioned these rules for public participation while conducting meetings and workshops:

1. Speakers are permitted to deliver his or her comments without interruption.
2. Speakers and debates should focus on issues, not on persons or personalities.
3. Persons are encouraged to participate in the governmental process.
4. To allow time to hear all points of view, speakers are allotted 3 minutes each time they are recognized.
5. Sidebar discussions while others are speaking are not permitted in Council Chambers. These discussions are to be removed from the chamber so as not to be disruptive to those conducting and following Council business.
6. Only the speaker recognized by the Chairperson has the floor. Speakers should raise their hand to be recognized. Speakers should identify themselves for the record. Speakers should utilize the microphone so that their comments can be recorded.
7. Anyone wishing to speak on an issue is given an opportunity to speak before speakers are recognized for an opportunity to speak a second time on an issue.
8. We seek to understand one another's points of view.
9. Anger, rudeness, ridicule, impatience and lack of respect for others are not acceptable behavior. Demonstrations in support or opposition to a speaker or idea such as clapping, cheering, booing or hissing or intimidating body language are not permitted in Council Chambers or workshop facilities.
10. We should all take initiative to make things better. Our goal is to foster an environment, which encourages a fair discussion and exchange of ideas without fear of personal attacks.