

3-9)

MEMORANDUM

TO: Mayor Jay Kramer and
Councilmembers

FROM: Tammy K. Vock, MMC *Tammy*
City Clerk

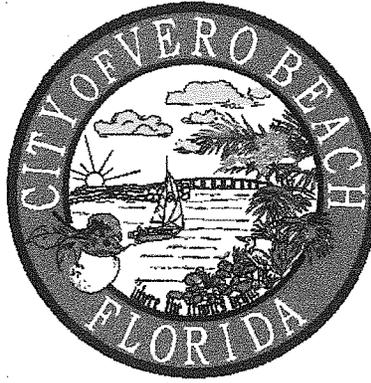
DATE: February 10, 2016

SUBJECT: Annual Commission/Board Reports

Attached are the annual reports from the City's Commission and Boards for 2015. If there are any questions, the Chairpersons of these different Commission/Boards would be happy to answer any questions.

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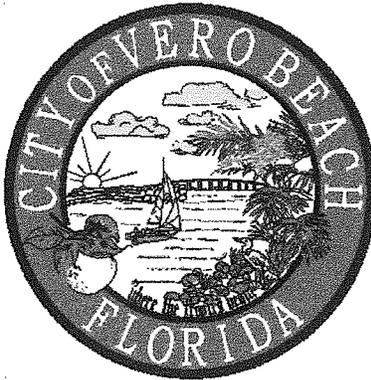
Attachment



2015

TOTAL NUMBER OF MEETINGS HELD

Board/Commission	Year	Number of Meetings Held	Date last updated
Airport	2015	4	
Airport Master Plan Committee	2015	4	
ARC	2015	1	
CEB	2015	10	
City Council	2015	35	
EDZC	2015	11	
Finance	2015	8	
Fire	2015	4	
HPC	2015	8	
HPC - CLG Training	2015	1	
Joint Finance/Utilities Commission	2015	4	
Joint Recreation / Marine Commission	2015	1	
Legal Services Committee	2015	1	
Marine	2015	4	
P&Z	2015	17	
PBA / Rank and File / Int. Union of Police	2015	10	
Police	2015	4	
Recreation	2015	10	
Stormwater Utility Study Committee	2015	2	
Teamsters	2015	5	
Tree	2015	10	
Utilities	2015	6	
VMI	2015	12	
TOTAL	2015	172	



2015
MEETING ABSENCES
Excused / Unexcused

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
448	Airport	Louis Vocelle	2/26/2015	X	
480	Airport	Carol Jean Jordan	5/28/2015		X
481	Airport	Louis Vocelle	5/28/2015		X
482	Airport	Mary Wood	5/28/2015		X
528	Airport	Carol Jean Jordan	9/24/2015	X	
553	Airport	Louis Vocelle, Jr.	11/5/2015	X	
525	ARC	Duane Weise	10/8/2015	X	
526	ARC	Alice Johnson	10/8/2015	X	
527	ARC	Peter Bernholz	10/8/2015		X
449	CEB	Kirk Noonan	3/11/2015	X	
450	CEB	Dan Hargett	3/11/2015		<i>Resigned</i>
451	CEB	Sue Shell	4/8/2015	X	
452	CEB	Frank Pizzichillo	4/8/2015	X	
476	CEB	Jeffrey McGann	5/13/2015		X
484	CEB	Dan Hargett	6/10/2015		<i>Resigned</i>
485	CEB	Sue Shell	6/10/2015	X	
486	CEB	Harry Howle	7/8/2015		<i>Resigned</i>
507	CEB	Frank Pizzichillo	8/12/2015	X	
508	CEB	Sue Shell	9/9/2015	X	
509	CEB	Craig Fletcher	9/9/2015		<i>Resigned</i>
554	CEB	Stephen McDonald	12/9/2015	X	
555	CEB	Jeffery McGann	12/9/2015	X	
431	EDZC	Jessica Hawkins	2/11/2015	X	
458	EDZC	Terry Torres	3/10/2015	X	
459	EDZC	Scott Chisholm	3/10/2015	X	
534	EDZC	J. Garry Rooney	10/19/2015		X
428	Finance	Noah Powers	1/22/2015	X	
429	Finance	Noah Powers	2/12/2015	X	
430	Finance	Kathryn Barton	2/12/2015	X	
453	Finance	Noah Powers	3/17/2015	X	

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
454	Finance	Kathryn Barton	3/17/2015		X
455	Finance	Hugh Beath	3/17/2015		X <i>Resigned</i>
456	Finance	Glen Brovont	4/27/2015	X	
457	Finance	Vic Demattia	4/27/2015	X	
477	Finance	Noah Powers	5/14/2015	X	
487	Finance	Noah Powers	5/14/2015	X	
488	Finance	Victor DeMattia	6/9/2015	X	
489	Finance	Daniel Stump	6/9/2015	X	
510	Finance	Noah Powers	8/10/2015	X	
511	Finance	Victor DeMattia	8/10/2015	X	
529	Finance	Noah Powers	10/5/2015	X	
530	Finance	Victor DeMattia	10/5/2015	X	
531	Finance	Kathryn Barton	10/5/2015		X
532	Finance	Victor DeMattia	10/12/2015	X	
533	Finance	Victor DeMattia	10/16/2015	X	
556	Finance	Kathry Barton	11/12/2015	X	
557	Finance	Victor DeMattia	11/12/2015	X	
558	Fire	Norman Wells	11/18/2015	X	
447	HPC	Stacy Miller	2/25/2015		X <i>Resigned</i>
478	HPC	Jeffrey Ray	5/14/2015	X	
490	HPC	Jeffrey Ray	5/14/2015	X	
512	HPC	Jeffrey Ray	8/13/2015	X	
535	HPC	Deborah Daige	10/8/2015	X	
559	HPC	Debra Atwell	12/10/2015	X	
460	Marine	Clinton Lanier	3/3/2015	X	
491	Marine	Bill Johnson	5/13/2015	X	
513	Marine	Bill Johnson	8/19/2015	X	
514	Marine	William Walker	8/19/2015	X	
560	Marine	William Walker	11/2/2015	X	
561	Marine	Brian Cunningham	11/30/2015	X	

MissedMeetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
432	P&Z	Honey Minuse	2/5/2015	X	
433	P&Z	Richard Cahoy	2/5/2015	X	
461	P&Z	Larry Lauffer	3/12/2015	X	
462	P&Z	Robin Pelensky	4/2/2015	X	<i>Replaced</i>
463	P&Z	Richard Cahoy	4/2/2015	X	
464	P&Z	Linda Hillman	5/7/2015	X	
492	P&Z	Richard Cahoy	6/4/2015	X	
493	P&Z	Don Croteau	6/18/2015	X	
494	P&Z	Linda Hillman	6/18/2015	X	
495	P&Z	Don Croteau	7/2/2015	X	
496	P&Z	Linda Hillman	7/2/2015	X	
497	P&Z	Don Croteau	7/16/2015	X	
515	P&Z	Don Croteau	8/6/2015	X	
516	P&Z	Robin Pelensky	8/6/2015	X	<i>Replaced</i>
517	P&Z	Richard Cahoy	8/6/2015	X	
518	P&Z	Don Croteau	8/20/2015	X	
536	P&Z	Don Croteau	9/13/2015	X	
537	P&Z	Don Croteau	10/1/2015	X	
538	P&Z	Robin Pelensky	10/1/2015	X	<i>Replaced</i>
539	P&Z	Richard Cahoy	10/1/2015	X	
540	P&Z	Don Croteau	10/15/2015	X	
541	P&Z	Linda Hillman	10/15/2015	X	
562	P&Z	Don Croteau	11/19/2015	X	
563	P&Z	Richard Cahoy	12/3/2015	X	
434	Recreation	Bobbie burdick	1/13/2015	X	
435	Recreation	Lin Reading	1/13/2015	X	<i>Resigned</i>
436	Recreation	Angie Schepers	2/10/2015	X	
465	Recreation	Bobby Burdick	4/14/2015	X	
498	Recreation	Angie Schepers	5/12/2015	X	
519	Recreation	Angie Schepers	8/11/2015	X	

Missed Meetings

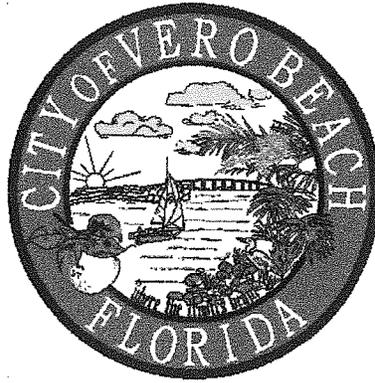
12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
520	Recreation	Dick Yemm	8/11/2015		X
542	Recreation	Angie Schepers	10/13/2015	X	
543	Recreation	Bobbi Burdick	10/13/2015	X	
564	Recreation	Bobbi Burdick	11/10/2015	X	
565	Recreation	Angie Schepers	11/10/2015	X	
566	Recreation	Christina Pierce	11/10/2015	X	
437	Tree	Maurice Terrebonne	1/15/2015		<i>Resigned</i>
438	Tree	Chris Runge	1/15/2015		
439	Tree	Tem Fontaine, III	1/15/2015		X <i>Resigned</i>
440	Tree	Tem Fontaine, III	2/19/2015		X <i>Resigned</i>
445	Tree	Dan Downey	2/19/2015	X	
446	Tree	Cynthia Schwarz	2/19/2015	X	
466	Tree	Dan Downey	3/19/2015	X	
467	Tree	Marilyn Dussault	3/19/2015	X	
468	Tree	Maurice T	3/19/2015		<i>Resigned</i>
499	Tree	Karl Zimmermann	5/21/2015	X	
500	Tree	Marilyn Dussault	5/21/2015	X	
501	Tree	Tem Fontaine	5/21/2015		<i>Resigned</i>
502	Tree	Dan Downey	6/18/2015	X	
503	Tree	Dan Downey	7/16/2015	X	
504	Tree	Marilyn Dussault	7/16/2015	X	
544	Tree	Daniel Downey	9/17/2015	X	
545	Tree	Chris Runge	10/15/2015	X	
441	Utilities	Robert Blumstein	1/20/2015		<i>Removed</i>
442	Utilities	Scott Stradley	1/20/2015		X
443	Utilities	Bob Russell	1/20/2015		X <i>Resigned</i>
469	Utilities	Scott Stradley	3/17/2015	X	
470	Utilities	Scott Stradley	4/28/2015	X	
471	Utilities	Richard McDermott	4/28/2015	X	
472	Utilities	Bill Teston	4/28/2015	X	

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
521	Utilities	Richard McDermott, Jr.	8/11/2015	X	
522	Utilities	Scott Stradley	8/11/2015	X	
523	Utilities	William Teston	8/11/2015		X
546	Utilities	Herb Whittall	10/5/2015	X	Replaced (now on CEB)
547	Utilities	Judy Orcutt	10/5/2015	X	
548	Utilities	Bill Teston	10/5/2015	X	
549	Utilities	Herb Whittall	10/12/2015	X	Replaced
550	Utilities	Herb Whittall	10/16/2015	X	Replaced
567	Utilities	Herb Whittall	11/10/2015	X	Replaced
568	Utilities	Laura Moss	11/10/2015	X	
569	Utilities	Scott Stradley	11/10/2015	X	
570	Utilities	Bill Teston	11/10/2015	X	
444	VMI	Anthony Young	1/7/2015	X	
473	VMI	Curtis Paulisin	3/4/2015	X	
474	VMI	Barbara Fallon	4/1/2015	X	
475	VMI	Curtis Paulisin	4/1/2015	X	
479	VMI	Joel Herman	5/6/2015	X	
505	VMI	Ken Daige	6/3/2015	X	Resigned (now on Puz Board)
506	VMI	Curtis Paulsin	8/5/2015	X	
551	VMI	John Michale Matthews	10/7/2015	X	
552	VMI	Joel Herman	10/7/2015	X	
571	VMI	Anthony Young	11/4/2015	X	
572	VMI	Barbara Fallon	12/2/2015	X	



AIRPORT COMMISSION

ANNUAL REPORT

2015

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
448	Airport	Louis Vocelle	2/26/2015	X	
480	Airport	Carol Jean Jordan	5/28/2015		X
481	Airport	Louis Vocelle	5/28/2015		X
482	Airport	Mary Wood	5/28/2015		X
528	Airport	Carol Jean Jordan	9/24/2015	X	
553	Airport	Louis Vocelle, Jr.	11/5/2015	X	

Annual Report 2015

Vero Beach Regional Airport



December 31, 2015

TO: Vero Beach City Council
RE: 2015 Annual Airport Commission Report

City Council –

2015 has been an extraordinary year for the Airport. The name was officially changed from the Vero Beach *Municipal* Airport to the Vero Beach *Regional* Airport (approved by FAA on December 9, 2015), reflecting the prominence the Airport now plays on the Treasure Coast. Much of our four meetings were devoted to finalizing the Master Plan. And, once again, I have asked the Airport Director to summarize the projects, leases, and issues that staff deals with on a daily basis (see attached). This Commission summary will highlight the issues that we addressed when we met.

The Master Plan is a planning document that is required to be submitted to the FAA. The 20-year outlook primarily focuses on the airside needs of the Airport, along with an environmental impact study. VRB, through our consulting firm, Ricondo & Associates, convinced the FAA that a Sustainable Business Plan should be included in the scope of work. The goal of the business plan is to determine appropriate land uses for the property outside of the airfield while ensuring self-sustainability for the airport. While the City derives Ad Valorem taxes from the leased property, the property rents accrue to the Airport. As one of only about 25% of General Aviation (GA) airports in the country that is self-sustaining, the City should be very proud of the Airport Director and his staff. No general revenues are spent by the City in support of the Airport. The Airport business sustainability plan is the first ever in the country to be included in a Master Plan at a general aviation airport. The FAA is very interested in reviewing this plan. The Airport, along with entities such as the Chamber of Commerce, will be able to use this plan to attract new business to the Airport and the City. Comprising almost 25% of the land within the City of Vero Beach - and some of the only remaining undeveloped land - it was essential that a comprehensive plan be addressed. An Ad Hoc Master Plan Committee greatly contributed to the overall development of this plan, and Ricondo & Associates did a wonderful job of incorporating all the ideas of interested parties and stakeholders into the final document. A November 5th vote by the Commission unanimously approved forwarding the Airport Master Plan to City Council for final review and approval.

Sixel Consulting was hired by Ricondo & Associates to explore the opportunity for airline service returning to Vero Beach. The report highlighted that our "catchment area" (defined as Indian River County, St Lucie County, and Okeechobee County) included an average 2800 passengers coming to or going from our area every day. This data is collected by the airlines based on ticket purchases. The primary airports for embarkation and disembarkation were Orlando and West Palm Beach, with about 10% leaving out of Melbourne. The Airport Director, along with Sixel, attended a couple of airline "speed-dating" events in order to tout our statistics and court several airlines. Elite Airways, which was operating flights out of Melbourne, noted that most of their customers flying to the Newark Liberty Airport were from the Vero Beach area. On December 10 at 8:30am, the City of Vero Beach saw its first commercial flight in almost 20 years! Regularly scheduled flights leave Thursdays and Sundays, with returns on those same afternoons. Should demand increase, Elite is prepared to add more days and more flights. In order to offer the flights, the Airport had to reconfigure the current terminal to meet the needs of the TSA. Amazingly, in 28 days, the Airport staff supervised the remodeling of the terminal building and purchase of airline support equipment at a cost of about \$350,000 (Airport funds). The building had been remodeled as a general aviation terminal, as opposed to a commercial airline terminal, during the economic downturn of the last decade. Should expansion of air service happen, tentative sites for a new commercial airline terminal are identified in the Master Plan. The primary spot would most likely be in the northwest corner of the airfield, just east of 43rd Avenue. There are also proposals for property along Aviation Boulevard, and the upper northeast corner of the Airport property along the railroad tracks. We are currently the only airport on the Treasure Coast that offers regularly scheduled airline service!

Many additional interesting points were revealed in the research that goes into the Master Plan. As a result of a resurging economy, the airport has grown in operations more than any other airport in Florida over the past two years, primarily due to an uptick in flight training operations. Itinerant operations and tenant operations were addressed as part of the airside review of infrastructure and facility needs. For planning purposes, the airport property was further divided into seven sections in order to best address land use options.

The area around Aviation Boulevard has been designated as the Airport Commercial Village. With the addition of Walking Tree Brewery and Oculina Bank, the Airport is looking to create a commercial/retail core that would extend from the Piper property all the way to 43rd Avenue. It is recommended, in conjunction with the City Planning Department and the Indian River County MPO staff, that Aviation Boulevard be rehabilitated in the fashion of "Complete Streets", a plan that would include a center turning lane, coupled with sidewalks and bike paths. The Airport Commercial Village has the potential to support the Dodgertown Sports complex, along with the proposed residential development of the old Dodger Pines golf course property. The Aviation Boulevard project is now back on the MPO long-range transportation plan.

Three areas of the Airport property have the potential for solar farms. Currently, Consolidated Edison is designing a system to present to the Commission. Any potential solar farm will have to be reviewed by the Electrical Department and Utility Commission prior to any type of approval. FAA will also have to review the system in order to insure that there would not be any reflection or glare issues.

There has also been a discussion of the Citrus Village Mobile Home Park that the Airport operates. There are a great many issues concerning the park, including the amount of time that it takes to oversee it. Leases are on a yearly basis, and, currently, the Airport is no longer allowing subleases. Many of the mobile homes are in poor condition; however, neither code enforcement nor the DMV is willing to pass judgment on the trailers. We had an offer by someone to take over the management of the park in exchange for dismantling it and converting it into a storage center. There is a State law that requires at least two years to de-commission a park, and that, along with the fact that a storage center really didn't fit the ideal of the Airport Commercial Village, may have deterred the gentleman from pursuing this further. Despite the revenues derived from the leases, the Airport is facing an expensive infrastructure project to revitalize the water and sewer systems. The trade-off will need to be further explored.

As your Airport Advisory Commission, we welcome the active participation of the Public at its meetings, and we look forward to keeping the Council apprised of impending FAA and TSA rulings and changes as they may be applicable to the Vero Beach Regional Airport. If there are additional issues that the Council would like the Commission to address, please do not hesitate to let us know.

Sincerely,

For the Vero Beach Airport Commission

Barbara Drndak
Chairman

MEMORANDUM

TO: City of Vero Beach Airport Commission
FROM: Ericson W. Menger, Airport Director
DATE: December 28, 2015
SUBJECT: ANNUAL REPORT 2015

Airport staff prepared the attached summary of the year's activities at the Vero Beach Regional Airport for Fiscal Year 2015 (October 1, 2014 - September 30, 2015) for your review and information.

FINANCIAL:

Summary: Based on the September 30, 2014, general ledger from the City's Finance Department, the Airport started the year with \$3,533,571 in cash and investments (does not include accounts receivable). At the end of the year on September 30, 2015, we had \$4,446,353. This is what staff considers our "reserve" which we try to maintain greater than 80% or more of anticipated annual operating expenses (does not include capital expenditures or grant revenues). In other words, if we lost all sources of revenue, we could continue to operate the airport for at least 80% of a year. Currently, we have enough reserve to operate the airport for almost 2 years if we made no capital expenditures.

Operating Revenues for FY2015 were budgeted at \$2,366,084, but actually came in at \$2,551,678 on September 30, 2015, or about \$185,594 (7.8%) higher than expected. Airport Rentals increased toward the end of the fiscal year, and gross receipts came in about \$91,760 more than expected, indicating a strong year. Revenue *projection* for FY2016 is \$2,518,339.

Operating Expenses (not including personnel) were originally budgeted for FY2015 at \$1,114,922 but we only spent \$981,563 as of September 30, 2015, or \$133,359 (11.9%) less than budgeted. Expense *projection* for FY2016 is \$1,144,426, which is a 2.6% increase from the previous year.

Personnel Expenses for FY2015 were budgeted at \$713,438, but came in at \$719,792 on September 30, 2014, or \$6,354 (0.9%) more than expected, due to variations in our estimate and slightly larger pension fund contributions. For FY2016, a new employee has already been hired (Administrative Specialist) for a total of 9 employees and a total budget of \$828,317 (includes 3 percent pay increases approved by the City Manager and City Council). Additional changes may be needed to meet the needs of TSA and other requirements as a commercial service airport, but these will not be considered until scheduled airline service has stabilized.

So, for FY2015, the actual surplus (operating revenues less expenses) for the year was \$850,324, another record year. This is due primarily to a conservative financial policy throughout the City starting with the City Council and City Manager, and also because we have had to delay some capital projects. As you know, these surplus funds are retained and invested as part of our "reserve" (see above). Our *projected* surplus for FY2016 is \$545,595.

ADMINISTRATIVE:

During the past year Airport Lease Administration staff has been involved with many successful tasks or projects, including but not limited to the following:

- Prepared multiple license agreements, including the License Agreement for Elite Airways to use airport terminal and ramp for scheduled airline service, and the License Agreement with Vero Beach Air Show for the 2016 air show (June 25-26, 2016).
- Negotiated and processed acceptance of temporary use permits for various companies for use of space in the Terminal Building, when available (Suite 201 – upstairs conference room).

- Review and comment on engineering design plans, contracts, and proposals for various airport projects, including Airport Master Plan.
- Meetings with prospective tenants to include site visits, lease application review, etc.
- Continuation of efforts to resolve code enforcement issues in Citrus Park Village Mobile Home Park, (CPV) theft situations, complaints, etc.
- Negotiated and processed several new T-Hangar leases.
- Continuation of efforts to keep tenants in compliance with their existing lease requirements.
- Administration of CPV and Commercial applications and comprehensive tenant background checks.
- Continuation of efforts to bring CPV tenants in compliance by completing applications for tenants and subtenants.
- Execution of numerous new CPV leases and/or subtenant applications.
- Coordination of T-Hangar maintenance and repairs as needed.
- Coordinate and review appraisals for prospective leases.
- Performance of property management, non-aeronautical and aeronautical lease-hold inspections and resolution of issues found in the course of the inspections.
- Ongoing communication with Indian River County (IRC) regarding monitoring wells.
- *Coordinate and review Phase I Environmental Site Assessments on applicable sites during lease negotiations.*
- Manage files for approximately 150 active leases.
- Coordination with City Attorney's office and Finance Director's office on many legal and financial issues such as Department of Revenue regulations, updates to Attachment B, taxation by IRC Property Appraiser, etc.
- Continuation in efforts to market and lease vacant properties by creating brochures, tenant packets, and working with Chamber of Commerce, potential tenants, and real estate professionals.

CAPITAL PROJECTS:

During 2014, we developed plans, received bids, and requested approval from City Council for projects which have been completed or are now underway. These are larger projects requiring receipt of federal/state grants, which are critical to capital project funding. A summary of current projects may be found at our Airport website (www.verobeachairport.org) or at the Indian River County MPO website (<http://www.irmpo.com>) under Priority Projects Reports.

AIRPORT OPERATIONS:

Vero Beach Regional Airport (VRB) operations (i.e., take-offs and landings) for 2015 are expected to be over 220,000 for the second consecutive year, and should be very close to the 228,000+ recorded in 2014. This ranks VRB as the 8th busiest airport in the State of Florida and the 43rd busiest airport in the country (data from FAA air traffic control towers). This is an indication that air traffic continues to be robust, reflecting the overall health of the economy and the aviation industry.

The airport operations team handles all the duties that must be accomplished on a daily basis to keep the airport safe and in top condition while meeting all federal and state regulations and ensuring that the airfield is available 24 hours a day, all year long, as a federally-obligated airport. Operations staff must always be available for emergency situations related to both aviation and non-aviation calls.

The part of the operations team that actually does the hard work in the field all year to keep the airport in good condition is currently made up of 4 airport operations specialists. These four members of the airport staff use our fleet of heavy equipment (front-end loader, batwing mowers, tractors, and dump truck) along with several pieces of lighter equipment (utility vehicles, smaller mowers, weed eaters, etc.) to maintain the airfield and landside operations.

In addition to the routine day-to-day maintenance of the airfield and landside facilities all through the year, the operations team completed or assisted with several significant safety and security related projects, including:

- Assisted in implementation of TSA-required security elements prior to the commencement of scheduled airline service.
- Coordinated airfield access and runway lighting control for LED PAPI FAA Flight Standards evaluation.
- Coordinated airfield access for FAA RWY 30L REIL light replacement (runway closures, utilities coordination).
- Facilitated perform geotechnical testing in support of Pavement Condition Number determination (runway closures, access, escort).
- Facilitated geotechnical testing for use in design of Taxiway C Rehabilitation Project (taxiway closures, access, escort, ATCT coordination).
- Provided support for TSA-required security procedures during air carrier operations.

Administrative projects handled by the operations side included:

FAA CERTIFICATION/SAFETY COMPLIANCE

- Amended Airport Certification Manual to include elements required to comply with Part 139 Class 1 Airport standards (required to support scheduled airline service).
- Submitted above amendments to FAA for approval, distributed copies of approved amendments to all manual holders.
- Completed annual FAA Airport Certification and Safety Inspection with zero discrepancies.
- Completed special FAA Airport Certification and Safety Inspection, to bring the airport into Part 139 Class 1 standards (required to support scheduled airline service).
- Coordinated and Facilitated Annual Review of Airport Emergency Plan, include all stakeholders.
- Conduct Quarterly Fueling Agent FBO Fire Safety inspection on Fueling Agent facilities and equipment; coordinate for repairs as necessary, conduct follow-up inspection.
- Coordinate with Fueling Agent FBOs to ensure compliance with FAA-Required Fueling Supervisor and Employee training and documentation.
- Airfield Condition Reporting, Notice to Airmen (NOTAM) issuance and tracking, dissemination of airfield condition information to ATCT and Airport Aviation tenants and users.

TSA AIRPORT SECURITY COMPLIANCE

- Created TSA-compliant Airport Security Program, coordinated with TSA for their approval prior to the commencement of scheduled air carrier service.
- Coordinated installation/application of TSA security elements on the airport.
- Coordinated/provided oversight on TSA security operational procedures during air carrier operations.
- 2 Staff members completed training and passed exams to be designated as Airport Security Coordinators, as required by TSA.
- Began coordination for establishing Complete Airport Security Program, required to enable airline aircraft over 60 seats to serve airport.

TRAINING

- Conducted initial and recurrent Ground Vehicle Operations/Runway Safety training sessions for tenant and Airport employees.
- Conduct FAA-required Part 139 - specific initial and recurrent training for Airport Operations personnel.
- Conduct Fuel Handling/Fire Safety training for Fueling Agent FBO employees.
- Maintain documentation of all FAA and Airport-required personnel training.
- Conduct Airfield Familiarization/Operations training to IRC Emergency Services personnel, including Aircraft Rescue and Fire Fighting crews.
- Conduct Airport Familiarization tours for new-hire Air Traffic Controllers.
- Assist ATCT Management with airport layout and facility training aids.

- Conducted meetings to coordinate new TSA security requirements and procedures to staff and airport tenants.
- Coordinated Live Burn training exercise with IRC Emergency Services/ARFF crews, using mobile trainer for the first time.

OTHER ACTIVITIES

- Monitor/document after-hours air traffic activity using Common Traffic Advisory Frequency recorder.
- Maintain Airport Access/I.D. card distribution and tracking.
- Coordinate airfield construction and maintenance projects; disseminate construction activity information and restrictions to ATCT and Airport Aviation tenants and users.
- Prepare and present aviation safety programs at monthly FAA Aviation Safety Seminars.
- Assist in planning for 2016 Air Show, as Air Show Board/Airport liaison.
- Update/Maintain Pavement Maintenance Management Program (FAA).
- Conduct Airport Visual Navigational Aids Preventative Maintenance Program (FAA).
- Maintain/Update Based Aircraft information on FAA contractor website.
- Facilitate FAA Runway Safety Action Team (RSAT) meeting with ATCT, Airport Staff, and pilot community.

MISCELLANEOUS NOTES:

- Our name change to Vero Beach Regional Airport was approved by FAA on December 9, 2015.
- Elite Airways initiated service on December 10, 2015, and has already reported that its bookings through March 2016 indicate a net profit.
- The 2016 Air Show (www.veroairshow.com) will again host the *U.S. Navy Blue Angels* on June 25-26, 2016.
- The airport will enter its 86th year of operation (officially dedicated in 1930) in 2016.

Overall, the airport has had another very successful year. We entered a new realm with FAA and TSA oversight as a commercial service airport, and we changed our name to reflect our transition. We kept a tight rein on expenditures and retained our self-sufficiency. Safety and security are still our main tenets, and will continue to be first and foremost on our minds as we approach our work each and every day.

In 2016, we will begin moving ahead with our projects as listed in the MPO report and in the new Sustainable Airport Master Plan and as they are approved by City Council. Thank you all for your active participation in your regional airport, of one of the community's major economic assets.

EWM

cc: City Manager
City Attorney
City Clerk



ARCHITECTURAL REVIEW COMMISSION

ANNUAL REPORT

2015

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
525 ARC		Duane Weise	10/8/2015	X	
526 ARC		Alice Johnson	10/8/2015	X	
527 ARC		Peter Bernholz	10/8/2015		X

TO: Jay Kramer, Mayor and
Vero Beach City Councilmembers

FROM: Richard Bialosky, Chairman
Architectural Review Commission

DATE: December 21, 2015

RE: Annual Report

The Architectural Review Commission shall perform those duties set forth in Chapter 77 of the Land Development Regulations and provide guidance and recommendations on the quality of architecture and urban design in the City and work towards preserving and enhancing the City's unique character and attributes as outlined in the City Comprehensive Plan, Vision Plan, and other district and small area plans as may be adopted by the City Council. The Commission shall consider and advise the City Council on such other matters as may be referred to the Commission by the City Council. The regular and alternate members shall be architects, engineers, or landscape architects, or have related training or experience. To the extent practicable, a majority of the Commission members shall be City residents, or those who own real property or work in the City. No meeting of the Commission shall be held without at least one member of the quorum being an architect.

There was one (1) application submitted for Architectural Review in 2015, which was by St. Paul's Church, Inc. for a proposed church to be located at 969-999 Flamevine Lane. The Architectural Review Commission granted approval of the application by a vote of 4-0.

The Architectural Review Commission will begin working on specific guidelines for Architectural Review to be presented to the City Council for their approval in the near future. We, as a Commission, feel it is important to have these guidelines in place especially with the possibility of the Cultural Arts Village in the Downtown area.



CODE ENFORCEMENT BOARD

ANNUAL REPORT

2015

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused	Date of Last Entry
449	CEB	Kirk Noonan	3/11/2015	X		
450	CEB	Dan Hargett	3/11/2015			<i>Resigned</i>
451	CEB	Sue Shell	4/8/2015	X		
452	CEB	Frank Pizzichillo	4/8/2015	X		
476	CEB	Jeffrey McGann	5/13/2015		X	
484	CEB	Dan Hargett	6/10/2015			<i>Resigned</i>
485	CEB	Sue Shell	6/10/2015			
486	CEB	Harry Howle	7/8/2015			<i>Resigned</i>
507	CEB	Frank Pizzichillo	8/12/2015			
508	CEB	Sue Shell	9/9/2015			
509	CEB	Craig Fletcher	9/9/2015			<i>Resigned</i>
554	CEB	Stephen McDonald	12/9/2015	X		
555	CEB	Jeffery McGann	12/9/2015	X		

TO: Jay Kramer, Mayor and
Vero Beach City Councilmembers

FROM: Kirk Noonan, Vice Chairman
Code Enforcement Board

DATE: December 15, 2015

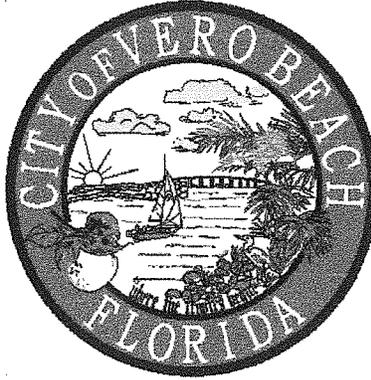
RE: Annual Report

The Code Enforcement Board is created pursuant to the authority of Florida Statute Chapter 166, Florida Statute 162, and Florida Constitution, Article 8, and 2(b), and shall carry out the duties, functions, and procedures set forth for it in the Code Enforcement Ordinance of the City and as otherwise provided by law. It is their job to hear cases brought before them by the Code Enforcement Officers, Police Officers, the Building Department, as well as any appeals, and to determine if in fact there was a violation and if the civil penalties and costs of enforcement are to be upheld. It is their duty to promote, protect, and improve the health, safety, and general welfare of the citizens of the City of Vero Beach and to encourage compliance with the Code, ordinances, rules, and regulations of the City of Vero Beach and the State, County, and uniform laws, statutes, codes, ordinances, rules, and regulations that may be enforced by the City.

The Code Enforcement Board has held ten (10) meetings and heard 77 cases, with some cases being heard more than once (request for Notice of Assessment, request for Final Order, appeal of citations and appeal of Notice of Assessment). The cases consisted of violations of construction without permits; unlicensed contracting; uninsured contracting; unlicensed inoperable vehicles; removal of trees without a permit; sign placement on right-of-ways; occupying a motor vehicle as living quarters; vehicles parked in the required front yard setback; unsecure and stagnant swimming pools; weeds, grass, and undergrowth in excess of 12 inches; building materials/brick pavers stored on property without approval or current building permit; broken windows and glass doors; occupying a home without water or sewer; operating a guest house and transient quarters in a residential zone; operating a boarding house in an R-1A District; unsheltered storage of stripped, junked, inoperable, unlicensed motor vehicle; dead trees; addition added without code compliance or a building permit; vehicles on property outside approved display area; no business tax receipt; household garbage and debris on property; fence installed without code compliance or building permit; construction without site plan approval; garage being used as a residence; boat, jet skies, and trailers parked in the front yard; prohibited signs; windows installed without a permit; automotive repairs being done on property; failure to apply for demolition permit; and fence and roof in disrepair.

Please note that the process for Code Enforcement cases was changed in July to no longer issue Notice of Assessments. The reasoning behind this was that the process was allowing too much time to come into compliance. Because of this change the proposed violators will have approximately thirty (30) days to come into compliance after the hearing as compared to approximately sixty (60) days depending on if the violations are appealed.

KN/sp



ECONOMIC DEVELOPMENT

ZONE COMMITTEE

ANNUAL REPORT

2015

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
431	EDZC	Jessica Hawkins	2/11/2015	X	
458	EDZC	Terry Torres	3/10/2015	X	
459	EDZC	Scott Chisholm	3/10/2015	X	
534	EDZC	J. Garry Rooney	10/19/2015		X

TO: Jay Kramer, Mayor and
Vero Beach City Councilmembers

FROM: Terry Torres, Chairman
Historic Downtown Vero Beach Economic Development Zone Committee

DATE: December 21, 2015

RE: Annual Report

The Historic Downtown Vero Beach Economic Development Zone Advisory Committee is authorized and directed to study, prepare, and recommend to the City Council an economic development plan for the Historic Downtown Vero Beach Economic Development Zone pursuant and subject to the requirements and provisions of the Economic Development Zone Ordinance. The Committee shall study and make recommendations to the City Council from time to time on administration of and amendments to the economic development plan adopted by the City Council, changes in the boundaries of the Zone, and specific infrastructure, capital projects, and expenditures to be funded from the Historic Downtown Vero Beach Economic Development Trust Fund.

- The Committee held eleven (11) regular meetings in 2015. We discussed project ideas for the Zone; worked on and developed an Action Plan for the Zone (please see attached); discussed goals and objectives; established a “wish list;” discussed cross walks, asphalt, and lighting ideas in the Downtown; worked on having a shuttle service for events in the Downtown; recommended that 95% of the tax increment go into the Zone; set 2015 as the first initial tax increment year; set our goals and objectives and revised the boundaries in the Zone.

TJ/sp

EXHIBIT A
CITY OF VERO BEACH
ECONOMIC DEVELOPMENT ZONE COMMITTEE'S
ECONOMIC DEVELOPMENT PLAN
REVISED JULY 21, 2015

1. PLANNED PROJECTS WITHIN THE ZONE:

A. 1 YEAR PROJECTS

A.1 Kiosks: These signs would serve as maps of the Zone with Historical Buildings, Restaurants, Galleries, etc. listed. These structures would be three sided with signage, advertisements, upcoming events, and the like displayed with directions to places within the Zone.

COST: \$3,995 each with 7 possible locations = \$28,000 approx.

Sign proto-type: MAGLIN.com, item MLK-103S - \$3,995 ea. with possible savings by using a local business to fabricate signs. Possibility to have kiosks sponsored as well.

A.2 Painted Walking Trail: This would provide the community with a Historical walking trail through Downtown Vero Beach showcasing historical and important areas within the District. The walking trail would be designated by a painted hibiscus on the sidewalk.

COST: Approximately \$5 per flower

A.3 Time adjustment for SR60 pedestrian crossings: Our Committee has previously reached out to Mr. Chris Mora from the Indian River County Public Works Dept. regarding this matter. We would like explore our options further with the IRC MPO Division and FDOT to see the time in which the public has to cross either west-bound or east-bound SR60 at 14th Avenue to be extended from its current 15 seconds. This would give the public additional time to cross safely in these high-speed, multi-lane areas.

COST: No cost incurred to EDZ

B. 2-3 YEAR PROJECTS

B.1 Special Themed Lighting: Our Committee would like to expand on the themed antique lighting on Main Street 14th Avenue south on 14th Avenue to 18th Street.

COST: Each pole = \$7,500, these poles can be publicly sponsored OR poles can be rented from the City of \$20 per month, which includes power.

- B.2 Alleyway Improvements between the Twin Pairs: Our Committee has begun coordination with Mr. Monte Falls to make safety improvements to the alleyway. These future improvements will include adding lighting & re-paving the alley way.
COST: No cost incurred to EDZ. Would be a safety upgrade & paid for by the City.

C. 3-5 YEAR PLUS PROJECTS

- C.1 Paver Crosswalks: Our Committee has coordinate with Mr. Monte Falls regarding possible stamped asphalt paver style cross walks within the Zone. We understand that this would be cost prohibitive before the roadway re-paving project takes place, when this is done (approx. 8-10 years) this could be performed as a part of that project.
COST: No cost incurred to EDZ.
- C.2 Sidewalk Widening: Our committee has coordinated with Mr. Monte Falls regarding widening sidewalks within the Zone to enhance walkability both on 14th Avenue and Old Dixie, and side streets, as necessary.
COST: No cost incurred to EDZ. Could be petitioned by the city to be done with the SR60 project.

C.3

D. SUPPORT ITEMS

The following items are those that this Committee fully supports and will remain actively following through to their full potential.

- D.1 Shuttle Service during events in the Zone: Our Committee will continue to support the use of a shuttle, provided by Go-Line, during the Art Stroll. We would like to continue this mission by working with the Go-Line, the Art Galleries, and Main Street in order to provide this service for all events within our Zone (the Art Stroll and Downtown Friday).
- D.2 Stops within the Zone: Our Committee will continue to work with Ms. Karen Diegl to work with the Go-Line transportation service to coordinate additional stops within our Zone during their re-routing process during the development of their new Hub Center, which will be located within our Zone.
- D.3 Banner Program: Our Committee would support the current program being utilized by the Art District and Main Street. We would also like to coordinate with FDOT and the City to possibly place Historic Downtown signage to be placed within the southern-most, western-most, northern-most, and eastern-most areas of the

District to inform the community & visitors that they have entered the Historic District.

- D.4 Landscaping: Our Committee would support the work currently being done by Main Street Vero Beach on their current landscape ventures, which include hanging flowering pots and sidewalk pots.
- D.5 Public Safety: Our Committee would like to continue its support of the Chief of Police regarding the safety concerns within the Zone. The Chief has been working with this officers in order to be more present within the Downtown area. The Chief is also working to bring back a bike route and this would be added within the Zone.
- D.6 Alleyway Improvements between the Twin Pairs: Our Committee will continue to work with Mr. Monte Falls to make safety improvements to this alleyway. These improvements include making the portion of the alley way between 14th Avenue and 16th Avenue to a one-way westbound only, of which a portion has already been completed. As well as, paving and lighting upgrades in the alleyway from 16th Avenue west to 20th Avenue.
- D.7 Outdoor Dining: Our committee would like to support local business owners, along with the City, to explore the possibilities of expanding restaurant business to add outdoor dining areas.
- D.8 SR60 Re-structuring: Our Committee is committed to work in conjunction with the City and the County in order to provide the best re-structuring plan for the Twin Pairs, thus enhancing the safety, walk-ability, and allure of the Downtown area to both businesses and the public.
- D.9 Band Shell: Our Committee is committed to work to promote the building of a band shell within the Historic Downtown Zone.
- D.10 Art Displays in Green Space: Our Committee is committed to promoting art within the green areas if/when the SR60 calming plan is implemented, and within areas that will not change when the calming plan is implemented (i.e island at SR60 east/west and 20th Avenue north/south).

2. BUDGET

A detailed multi-year budget will be prepared in the proposed amended update to be submitted to the City Council for its consideration within a year or less, as more specifics on the scope, costs, and potential funding sources for projects are identified over the next six months by our Committee.



FINANCE COMMISSION

ANNUAL REPORT

2015

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
428	Finance	Noah Powers	1/22/2015	X	
429	Finance	Noah Powers	2/12/2015	X	
430	Finance	Kathryn Barton	2/12/2015	X	
453	Finance	Noah Powers	3/17/2015	X	
454	Finance	Kathryn Barton	3/17/2015		X
455	Finance	Hugh Beath	3/17/2015		X Resigned
456	Finance	Glen Brovont	4/27/2015	X	
457	Finance	Vic Demattia	4/27/2015	X	
477	Finance	Noah Powers	5/14/2015	X	
487	Finance	Noah Powers	5/14/2015	X	
488	Finance	Victor DeMattia	6/9/2015	X	
489	Finance	Daniel Stump	6/9/2015	X	
510	Finance	Noah Powers	8/10/2015	X	
511	Finance	Victor DeMattia	8/10/2015	X	
529	Finance	Noah Powers	10/5/2015	X	
530	Finance	Victor DeMattia	10/5/2015	X	
531	Finance	Kathryn Barton	10/5/2015		X
532	Finance	Victor DeMattia	10/12/2015	X	
533	Finance	Victor DeMattia	10/16/2015	X	
556	Finance	Kathry Barton	11/12/2015	X	
557	Finance	Victor DeMattia	11/12/2015	X	

2015 Annual Report COVB Finance Commission

Including Objectives/Goals for 2015/2016

The Finance Commission is required to submit an Annual Report for fiscal year 2014/2015.

FINANCIAL

The Finance Commission provided quarterly reviews of budget revenue/expense variations for the General Fund and Enterprise Funds, as well as status of the City's Capital Program for all funds:

RECOMMENDED APPROVAL OF:

- Amended OUC contract and decommissioning of the Power Plant
- The annual budget amendment
- Initiative of implementing the Water and Sewer Department's septic mitigation "STEP" program trial
- Quarterly Finance Department's rate sufficiency studies
- Continuing to coordinate with Pension Review Board; Vice Chairman, Glen Brovont collaborated
- At the City Council's Direction to identify potential electrical utility rate decreases, presented to the staff for review a series of 18 options. The staff performed a "SWOT" Analysis of the proposals and the report was provided to the Council. Outside consultant was engaged to prepare analysis and recommendations. Final report is pending.
- Establishing OPEB Trust Fund
- Supported analyzing the establishment of a Stormwater Utility Fund (Report Pending); and potential for an Electrical Utility Authority
- Alternative tax rate lower than final 2015/2016 levels

Reviewed the proposed 2015/2016 budget and expressed concerns regarding funding of:

- Stormwater mitigation
- Streets and road maintenance
- Legal and consultant expenses associated with action by Indian River County and Indian River Shores
- Acknowledged need for long range planning for five (5) year prospective budgets. Currently there are impediments due to the uncertainties of litigation and future status of the Electric Utility
- Discussed options regarding the financial viability of relocating Vero Beach Electric, Postal Annex, and Water/Sewer facilities and operations from the present Lagoon frontage site

- Held workshop analyzing/evaluating/financial objectives, goals, and developing Commission priorities
- Recognized difficulty identifying comparable municipal entities since the COVB is unique in the array and scope of facilities, operations, services and demographics:
 - Airport
 - Marina
 - Cemetery
 - Utilities (VBE, W/S, Solid Waste)
 - Police
 - Over 200 events annually utilizing City support (Public Works, Recreation, and VBPD)
 - Twenty volunteer Boards and Commissions
 - Veterans Memorial Island Sanctuary
 - Significant seasonal services demands from tourists, visitors, and part time residents
- Expert consultants presentations and recommendations regarding:
 - Focused on developing policy regarding use and level of General Fund unrestricted reserves in concert with the Finance Director's guidance
 - Analysis of Pension funding by the Actuary
 - Status of conversion of General Fund Pension Plan from Defined Benefit to Defined Contribution
 - In depth review of funding of health benefits; pre and post retirement (OPEB) impact of proposed requirement for Trust Fund instead of the current pay-as-you-go policy

COMMITMENT AND PARTICIPATION BY FC MEMBERS

- Attended/Participated
 - General Fund and Police Pension Board meetings
 - Police and Teamsters negotiations
 - Multiple mediation/information events associated with IRC and IRS lawsuits and the sale of the Electric Utility
 - All City Council budget workshop sessions
- Various members of the Finance Commission participated in RFP Evaluation and Selection Committees
- Involved in Utility and Recreation Commission meetings
- Extensive coordination and consultation with City Manager, Finance Director, Police Chief and Department Heads
- Myriad presentations, recommendations and reports to the CC

OBJECTIVES/GOALS

- Schedule planned Quarterly and Special Call meetings as needed
- Consider and recommend future technological / process changes and efficiencies in billing and customer service as proposed by the Finance Director
- Evaluate and recommend police and use of General Fund Unrestricted Reserves
- Review potential Stormwater Utility proposal
- Follow-up status of proposed OPEB Trust Fund
- Continue to
 - Welcome public comment throughout proceedings
 - Coordinate and synchronize working relationships with the Utilities and other Commissions/Boards.
 - Respond, report, and recommend to the City Council as directed
 - Serve on Special Project committees
 - Monitor, analyze, and report upon financial result and variances



**HISTORIC PRESERVATION
COMMISSION
ANNUAL REPORT
2015**

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
447 HPC		Stacy Miller	2/25/2015		X Resigned
478 HPC		Jeffrey Ray	5/14/2015	X	
490 HPC		Jeffrey Ray	5/14/2015	X	
512 HPC		Jeffrey Ray	8/13/2015	X	
535 HPC		Deborah Daige	10/8/2015	X	
559 HPC		Debra Atwell	12/10/2015	X	

CITY OF VERO BEACH, FLORIDA

REPORT TO MAYOR AND CITY COUNCIL



Photo Courtesy of the IRCHS, IRC Archive Center

12/30/2015

Update of the Historic Preservation Commission

The City Council annually reviews the activities of City Boards and Commissions. This report provides a review of the actions of the Historic Preservation Commission (HPC) in 2015 and some of the anticipated activities for 2016. Anna Brady, Chairperson for the Commission will provide the update.

City of Vero Beach, Florida

UPDATE OF THE HISTORIC PRESERVATION COMMISSION

BACKGROUND

The City of Vero Beach is fortunate to have a number of significant historic and cultural resources that serve as a tangible reminder of this City's history, which includes a National Register Historic District. The City's Historic Preservation Commission is dedicated to promoting the preservation, education and awareness of Vero Beach's history and appreciation for its many historical and architecturally significant properties.

After obtaining certification from the National Park Service as a Certified Local Government (CLG) in November 2014, the City of Vero Beach Historic Preservation Commission members spent time and effort in 2015 taking steps to engage the public and increase awareness for the City's local historic designation program. Examples of these efforts included the creation of a new public workshop series titled 'Conversations in Historic Preservation', establishing a historic plaque program for locally designated sites, submitting a state grant to update the historic survey of the McAnsh Park neighborhood and working in partnership with the local Indian River County Historical Society and their Florida Heritage Marker Program.

Program Name	Type of Program	Current Status	Time Frame	Priority
Annual/Past 2015 Projects				
Training & Workshops	Education for staff and commission and public.	CLG Training was provided to the Commission and Staff in Feb. 2015.	On-going	1
Workshop Series: 'Conversations in Historic Preservation'.	Education for staff and commission and public. Outreach	Hosted two public workshops in 2015.	2-3 times Annually	1
Commission Elections	Administration	Election of new Chair and Vice Chair held December 2015	Annually in December.	1
Historic Preservation Month	Education for staff and commission and public. Outreach	Proclamation submitted May 2015	Annually in May	1
Annual CLG Report	Administration	Submitted 11/30/2015	Annually	1
Update: Chapter 76, Article VI. Ad Valorem Tax Incentive Ordinance in the City of Vero Beach Code	Ordinance Revisions	Update completed. Revision extended the ad valorem tax incentive to National Register property owners. Changes were reviewed and approved by the HPC.	Revisions approved in May 2015	N/A
CLG State of Florida Grant Application – Historic Survey Update of the McAnsh Park neighborhood. (\$35,000)	Preservation Tool. New updated Inventory; Partnership Building	Submitted grant in June 2015. Anna Brady, Chair attended grant review process in Tallahassee in Sept. 2015. Although full-funding was recommended, federal/state funding was limited. The project remains unfunded.	As funding allows. Recommend applying for a small-matching grant in 2016 with education component. (if grant remains unfunded after state budget review in Feb. 2016.)	1

Active Projects				
Program Name	Type of Program	Current Status	Time Frame	Priority
Local Landmark Historic Plaque	Education – Economic Development	Final Design to be presented for Commission review & approval at the January 2016 HPC mtg.	January – March 2016. After final approval vendor will fabricate 2 plaques for city-owned landmarks. Plaques will be available for purchase by property owners of locally designated buildings.	1
Florida Heritage (State) Marker – City Hall	Education- Economic Development; Recognition; Partnership Building; Outreach	IRC Historical Society (IRCHS) proposed a Florida Heritage marker to commemorate the history and evolution of City Hall and the City of Vero Beach	December 2015 – April 2016. In process. Ruth Stanbridge and Anna Brady undertook historic research in support of a historic marker application to the State of Florida. City staff will assist with coordinating the dedication ceremony and marker installation.	1
Informational Brochures	Education - Outreach	HPC completed drafts of outreach materials. A full-color rack card and tri-fold informational brochure on Vero's historic preservation program.	As funding allows. (Approx. printing costs \$1200)	1
Mailing to Historic Property Owners & Partial Update of Historic Inventory –	Preservation Tool; Outreach; New Updated Inventory; Administration;	A City-Wide historic inventory was last completed in 1990. This information lacks proper formatting for GIS to sync with Property Appraiser data and acquire property owner information. George Childers (HPC member) is re-formatting the data so that GIS staff can sync data with the County property appraiser	November 2015 – March 2016. Once an accurate listing is complete, the HPC will be able to do targeted outreach to those Vero Beach property owners whose buildings may qualify for a local tax incentive or historic designation. This will only pertain to buildings	1

		<p>records going forward.</p> <p>This project will also make it possible to determine which buildings from the 1990 survey have been demolished, thereby supporting efforts to keep the inventory list updated.</p>	<p>previously surveyed in 1990 which were built prior to 1940. Additionally, it will include those buildings previously surveyed in the 2008 updated Survey of Original Town and Osceola Park. (Built prior to 1960)</p>	
Proposed Projects				
Program Name	Type of Program	Current Status	Time Frame	Priority
Historic Preservation Web site update	Education – Economic Development; Administration	Update the City’s website to revise design and update information.	Anna Brady will work with city staff to update the Historic Preservation web page with links to Tourism and local historical non-profits.	2
Recommend Properties for local Historic Designation/Tax Incentive	Preservation; Outreach; Administration	On hold until staff/resources are available.	<p>On hold.</p> <p>As staff/resources comes available.</p> <p><i>(The targeted mailing will fulfill a portion of this project once the database updates are completed.)</i></p>	2
Preservation Awards	Preservation; Education; Outreach	The HPC will work to put a foundation in place for an awards program in 2016-2017 to encourage the appropriate rehabilitation of historic properties.	February 2016 – December 2016 or as staff/funding/volunteer is available to support this effort.	2
National Register Individual/District Nominations	Education; Economic Development; Outreach	Chair Anna Brady will work with a volunteer to identify and write National Register	Ongoing	2

		Nominations for qualified properties in the City of Vero Beach.		
Small-Matching Grant (approx. \$35,000)	Preservation Tool; New updated Inventory; Administration.	If the previous grant remains unfunded, the HPC will request a 50% match from City Council to apply for a small-matching state grant to conduct a historic survey of McAnsh Park.	June 1, 2016 - Deadline	1



**MARINE
COMMISSION
ANNUAL REPORT
2015**

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
460	Marine	Clinton Lanier	3/3/2015	X	
491	Marine	Bill Johnson	5/13/2015	X	
513	Marine	Bill Johnson	8/19/2015	X	
514	Marine	William Walker	8/19/2015	X	
560	Marine	William Walker	11/2/2015	X	
561	Marine	Brian Cunningham	11/30/2015	X	

VERO BEACH MUNICIPAL MARINA



TO: Jay Kramer, Mayor and
Vero Beach City Councilmembers

FROM: Thomas Juliano, Chairman
Marine Commission

DATE: December 21, 2015

RE: Annual Report

The Marine Commission makes recommendations to the City Council on all phases of marine related activities and marine tourism affecting the City.

- The Commission held four (4) regular meetings and one (1) Joint Marine/Recreation Commission workshop meeting in 2015. We discussed the Vero Beach Rowing Club, waterfront areas for the Vero Beach Rowing Club, additional outside boat storage at the Marina, the Marina budget, lease renewal for the Power Squadron, Power Plant waterfront land usage, the Marina open house event, and the Joint Marine/Recreation Commission Workshop meeting was held to discuss the future land use of the Power Plant and the former Pose Office Annex properties.

TJ/sp



PLANNING AND ZONING BOARD

ANNUAL REPORT

2015

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
432	P&Z	Honey Minuse	2/5/2015	X	
433	P&Z	Richard Cahoy	2/5/2015	X	
461	P&Z	Larry Lauffer	3/12/2015	X	
462	P&Z	Robin Pelensky	4/2/2015	X	<i>Replaced</i>
463	P&Z	Richard Cahoy	4/2/2015	X	
464	P&Z	Linda Hillman	5/7/2015	X	
492	P&Z	Richard Cahoy	6/4/2015	X	
493	P&Z	Don Croteau	6/18/2015	X	
494	P&Z	Linda Hillman	6/18/2015	X	
495	P&Z	Don Croteau	7/2/2015	X	
496	P&Z	Linda Hillman	7/2/2015	X	
497	P&Z	Don Croteau	7/16/2015	X	
515	P&Z	Don Croteau	8/6/2015	X	
516	P&Z	Robin Pelensky	8/6/2015	X	<i>Replaced</i>
517	P&Z	Richard Cahoy	8/6/2015	X	
518	P&Z	Don Croteau	8/20/2015	X	
536	P&Z	Don Croteau	9/13/2015	X	
537	P&Z	Don Croteau	10/1/2015	X	
538	P&Z	Robin Pelensky	10/1/2015	X	<i>Replaced</i>
539	P&Z	Richard Cahoy	10/1/2015	X	
540	P&Z	Don Croteau	10/15/2015	X	
541	P&Z	Linda Hillman	10/15/2015	X	
562	P&Z	Don Croteau	11/19/2015	X	
563	P&Z	Richard Cahoy	12/3/2015	X	

MEMORANDUM

TO: Mayor Jay Kramer and
City Councilmembers

FROM: *for* *Jay Lucher*
Lawrence J. Lauffer, Chairman
Planning and Zoning Board

DATE: January 21, 2016

SUBJECT: **2015 Annual Report of the
Planning and Zoning Board**

On behalf of the Planning and Zoning Board, I am pleased to present this annual report to the City Council, which was unanimously approved by the Board on December 3, 2015.

Major Milestones

Over the past year, the Board in conjunction with the Planning and Development staff has accomplished the following:

- Approved major site plans for the following:
 1. Construction of a 1,443 square foot addition to an existing office building and a new 2,100 square foot building located at 1816-1846 19th Place.
 2. Construction of a parking lot, pavilion, and wall by the Vero Beach Church of Christ on the north side of SR 60.
 3. Construction of a parking lot for Cavalry Chapel and Strunk Funeral Home in Phase I and construction of a 10,140 auditorium and demolition of two existing church buildings in Phase II located on the northeast corner of 17th Street and 10th Avenue.
 4. Construction of a 59-space overflow parking lot for the Community Church.
 5. Construction of 16,150 square foot recreational building for Boys and Girls Club on 17th Avenue.
 6. Construction of 4,640 square foot medical office building at the corner of SR60 and 27th Avenue.
 7. Construction of a new three-story 13,338 square foot building and 1,576 square foot addition to an existing building for an assisted living facility located at the northeast corner of 10th Avenue and 21st Street.

8. Construction of a 4,000 square foot corporate office, two 10,000 square foot hangers, and two office hanger expansions of 1,365 and 1,800 square feet at the Vero Beach Regional Airport.
 9. Construction of an 11-unit townhouse on the former site of the Surf Hotel located at 4700 Highway A1A.
 10. Construction of GoLine Transit Hub on 1.6 acre property located at 1225 16th Street.
- Approved a waiver for a monument sign at the new Hampton Inn and Suites.
 - Approved a minor subdivision application for 11-unit townhouse development located at 4700 Highway A1A.
 - Conducted hearing and denied appeal of Planning Director's issuance of a minor site plan for construction of a single family house on Bahia Mar Road.
 - Conducted two hearings on appeal of Planning Director's interpretation of short-term rental regulations as applied in two code enforcement cases and upheld his interpretation. [Decision upheld by City Council on appeal]
 - Conducted hearing on appeal of Planning Director's decision to reject an appeal application as not meeting the 10-day deadline and overturned the decision.
 - Conducted hearing on appeal of Planning Director's interpretation of short-term rental regulations as applied to a code enforcement case and upheld his interpretation.
 - Recommended approval of an ordinance amending Off-Street Parking and Loading Requirements of the Code. [Adopted by City Council]
 - Recommended approval of an ordinance amending the provisions of the Historic Preservation Ordinance to expand the eligibility of historic buildings for ad valorem tax abatement incentives. [Adopted by City Council]
 - Recommended approval of an ordinance amending Section 60.11 of the Code to increase civil penalties for certain violations of the Land Development Regulations. [Adopted by City Council]
 - Recommended approval of an ordinance establishing regulations governing Medical Marijuana Dispensaries [Adopted by City Council with a modification]

- Recommended approval of an ordinance amending Section 60.16 of the Code related to restrictions on the location of establishments dealing with or in alcoholic beverage sales and consumption. [Adopted by City Council]
- Recommended approval of an ordinance amending Commercial zoning districts of the Code to allow “government use” as a permitted use in these districts. [Adoption hearing by City Council in January, 2016]
- Recommended approval of a requested text amendment to dock regulations in the C-1A and C-1 zoning districts, including amendments to parking regulations for wet and dry boat slips. [Adopted by City Council]
- Discussed and recommended revisions to license agreements for use of City-owned submerged lands abutting C-1A and C-1 zoned properties.
- Denied a requested 10-foot side yard setback variance to construct a carport for a residence located at 455 Greytwig Road. [Reversed by City Council upon appeal]
- Denied a requested variance for encroachment into the side yard setback of a pool screen structure located at 426 Greytwig Road.
- Denied requested variance from side yard setback for a proposed generator located at 8 Dolphin Drive.
- Approved a 15-foot variance request for a residential finger pier and boat lift at 785 Lake Drive.
- Recommended Future Land Use and Zoning Map amendments:
 1. Change of zoning from POI to C-1 for .88-acre property located at 830 20th Street. (Adopted by City Council)
 2. Change of future land use map designation from RL-to RH and zoning from R-1A to RM-13 for a .74-acre property located at 1610 Highway AIA. [Adopted by City Council with a zoning designation of RM-10]
 3. Change in future land use designation from GU to RL for 16-acre property formerly occupied by Osceola Magnet School. [Adopted by City Council]
 4. Assignment in a future land use designation of C and a zoning designation of C-1 for 1.32-acre annexed property located on southeast corner of 17th Street and US Highway 1. [Adopted by City Council]

5. Change in zoning designation from C-1B to C-1 for .95-acre property owned by Camp Haven located at 3256 US Highway 1. [Adopted by City Council]
 6. Change of future land use designation of C to MXD and zoning designation of C-1B to DTW for .34 acres located at 1745 20th Street.
 7. Change of future land use designation of CV to I for the 10.53-acre Police Department pistol shooting range located at 4401 41st Street.
- Recommended denial of a future land use designation from RH to C and zoning designation from RM-10 to C-1A for three lots consisting of .74 acres located at 720, 724, and 728 Lantana Lane [Application has been withdrawn.]

Focus of Efforts in 2016

As recommended by staff, the Planning and Zoning Board has designated as its highest priority for next year the completion and adoption of the major update to the Comprehensive Plan and the initiation tasks to implement priority policies and actions called for in that document.

TJM/tf

cc: Planning and Zoning Board
James R. O'Connor, City Manager
Timothy J. McGarry, Planning Director



RECREATION COMMISSION

ANNUAL REPORT

2015

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
434	Recreation	Bobbie burdick	1/13/2015	X	
435	Recreation	Lin Reading	1/13/2015	X	<i>Resigned</i>
436	Recreation	Angie Schepers	2/10/2015	X	
465	Recreation	Bobby Burdick	4/14/2015	X	
498	Recreation	Angie Schepers	5/12/2015	X	
519	Recreation	Angie Schepers	8/11/2015	X	
520	Recreation	Dick Yemm	8/11/2015		X
542	Recreation	Angie Schepers	10/13/2015	X	
543	Recreation	Bobbi Burdick	10/13/2015	X	
564	Recreation	Bobbi Burdick	11/10/2015	X	
565	Recreation	Angie Schepers	11/10/2015	X	
566	Recreation	Christina Pierce	11/10/2015	X	

RECREATION COMMISSION



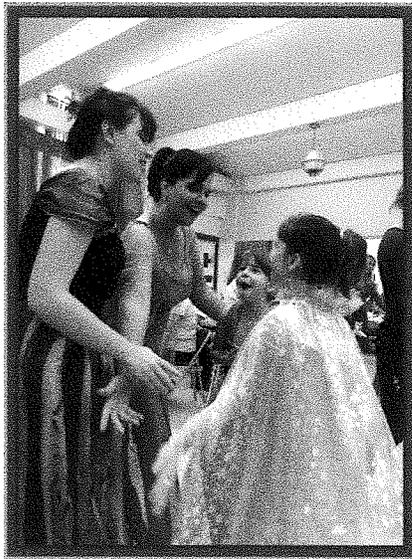
2014 Christmas Dreams

2015 ANNUAL REPORT

*Vero Beach Recreation Commission
2015 Annual Report*

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6. *2015 Project Report*
7. *2015 Project Report (continued)*
8. *2015 Project Report (continued)*



Mother and Daughter Tea Party



Bethel Creek House Art Mural



56th Annual Easter Egg Hunt



**57th Annual Halloween
Parade & Costume Contest**

Letter of Transmittal

To: Jay Kramer, Mayor and
City Councilmembers

From: Mr. Richard Yemm, Chairman
Recreation Commission

Date: December 8, 2015

RE: 2015 Annual Recreation Commission Report

This year picked up momentum as the year progressed. There were new recreational proposals vetted (see 2015 pages as part of this report) as well as the Commission conducting two (2) of three (3) scheduled public workshops with the Marine Commission. The purpose of the workshops was to gather suggestions about the future use of the area encompassing the Power Plant, Sewer Plant, and Postal Annex lands.

An important mission this year was the review and recommendation of the budget expansion for the Recreation Department. Critical needs in personnel and facility improvements were addressed.

Next year already appears to promise a busy year with our starting with the third public workshop scheduled for January 26, 2016.

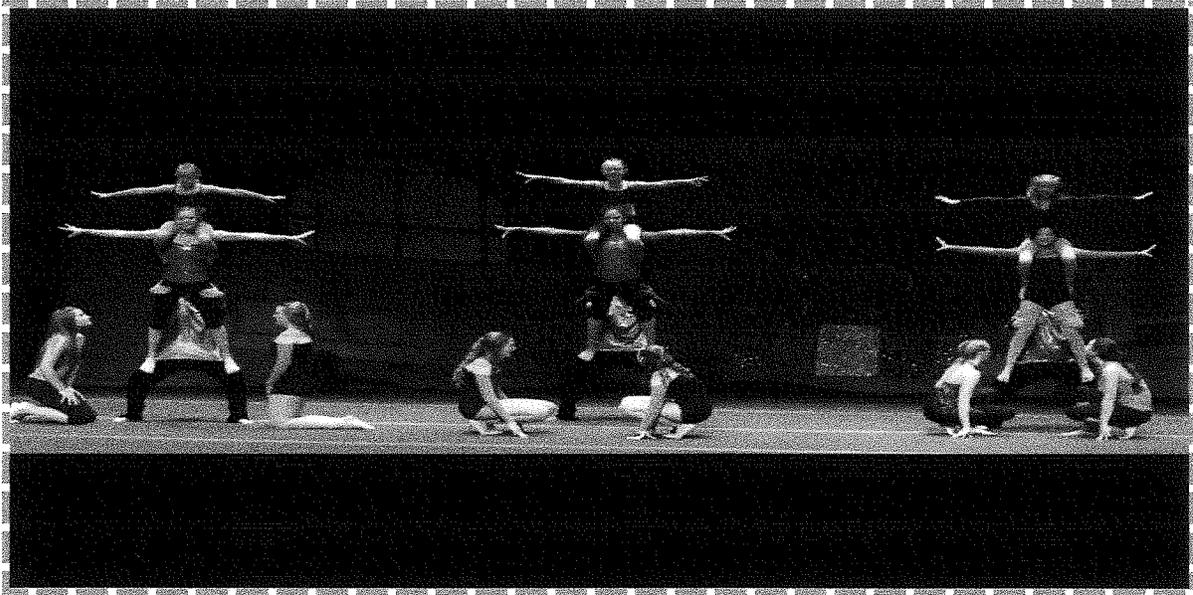
Respectfully submitted,


Richard Yemm, Chairman
Recreation Commission
City of Vero Beach

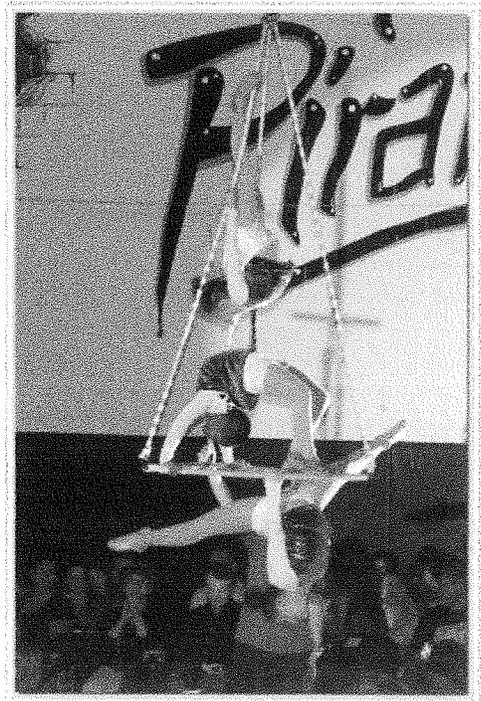
Mission Statement

The City of Vero Beach maintains a Recreation Commission to advise and assist the City Council regarding the perceived leisure needs and interests of its citizens. The Recreation Commission, in its advisory capacity, conducts public meetings as an avenue of identifying and delivering recommendations concerning the extensive programs and Park usage conducted by the City Recreation Department.

2014 Christmas Drama - Christmas Dreams



2015 Junior Staff Recognition



**41ST ANNUAL
AERIAL ARTICS CIRCUS**

City of Vero Beach Recreation Commission

The Recreation Commission is composed of five (5) members and two (2) alternate members and meets most months on a project driven basis. Recreation Commission meetings are normally held on the second Tuesday of the month at 4:00 p.m., and take place at City Hall.

Commission members are appointed by City Council based on their expressed interest and demonstrated support of various recreation programs. Commission member's roles include but are not limited to:

1. **Ceremonial** – Attending various parks and recreation events: i.e., dedications, programs, professional meetings
2. **Participatory** – Direct involvement with various aspects of the City's recreation programs
3. **Visionary** – Serve as the pulse of the community relative to needed leisure services, appropriate fee structures and awareness of budget process needed to deliver comprehensive programs
4. **Advisory** – The Recreation Commission, in its advisory capacity, conducts open to the public meetings as an avenue of identifying and delivering recommendations concerning the extensive programs conducted by the City Recreation Department

2015-2016

Recreation Commission Members

Richard Yemm	11/4/97
<u>Chairman</u>	<u>11/15/2018</u>
Bobbie Burdick	9/20/11
<u>Vice Chairman</u>	<u>11/15/2019</u>
Greg Holtan	5/20/86
	<u>11/15/2017</u>
Judy Jones	10/17/00
	<u>11/15/2019</u>
Sue Dinunno	9/04/12
	<u>11/15/2019</u>
Angie Schepers	9/3/13
<u>Alternate #1</u>	<u>11/15/2017</u>
Christina Pierce	5/19/15
<u>Alternate #2</u>	<u>11/15/2019</u>

Rob Slezak – Recreation Director
Patty Howard – Assistant Recreation Director
Rita Hawkins – Senior Administrative Assistant

2015 Project Report

Task: Bob Summers Baseball Field Proposal

Action: During a regular meeting, Mr. George Young presented a proposal from the Vero Beach Baseball Association to establish the Bob Summers baseball field for their travel baseball program. They requested a five (5) year lease of the property to be used for their travel teams as well as for baseball camps and clinics. They stated they would upgrade the facilities by adding benches, a scoreboard, and redoing the field to make it adaptable and safe for all age groups.

Outcome: The Recreation Commission made a motion approving this proposal and recommended that it be forwarded to City Council. The Vero Beach Baseball Association was granted the lease and is currently using and maintaining the field.

Task: Go Play Vero – Playground Equipment in City Parks

Action: At a regular Commission meeting, Mrs. Kelly Della Porta, representative for Go Play Vero shared her organizations desire to enhance the City's playgrounds and Parks. She explained that Go Play Vero is an all-volunteer 501C-3 organization that is raising the money for this project. They chose to start with Humiston Park by adding new playground equipment with more shading, expanding the number of swings, and incorporating more equipment for older children. The City will assist with additional sidewalks and mulch. In November, Go Play Vero came to our regular meeting seeking approval of a proposed playground at Riverside Park.

Outcome: The Humiston Park presentation to our Commission was for information only and no recommendation was required. Go Play Vero met their goal for raising the funds and Humiston Park was closed in August to start the renovations. The new Humiston Park Playground reopened with a ribbon cutting ceremony on Saturday, October 17, 2015. In November, our Commission made a motion supporting and recommending that Go Play Vero proceed with getting approval from City Council to install a new playground at Riverside Park.

Task: Fishing Pier at Riverside Park

Action: Mr. Barry Segal attended the March Recreation Commission meeting to provide information on the intentions of building a fishing pier at Riverside Park in memory of Cole Coppola. The pier will have running water and lighting to make it a great fishing spot that is away from boat traffic. The family will be conducting various fundraising events and there are hopes that half the cost will be paid for by a Florida Inland Navigation District Grant.

Outcome: The Recreation Commission heard their proposed concept and asked numerous questions. Even though the Commission felt the pier would be a great contribution to the community, we did not make a recommendation because there was no backup material provided.

Task: Budget Update

Action: In April the Recreation Commission met at Leisure Square under the new gazebo to receive input and suggestions from the Recreation Department staff. Topics discussed included full-time and part-time staffing needs, an ATV and storage shed at Jaycee Beach, a lifeguard tower at Humiston Beach, a clerical assistant,

computer, and printer for the Riverside tennis facility, coverings over the walkways and the basketball courts at Leisure Square and Center Stage, and keeping the Community Center, Riverhouse, and Bethel Creek House structurally sound, but also enhancing and modernizing these facilities.

Outcome: The Recreation Department's budget was presented to the City Council during their budget hearings.

Task: Vero Beach Art Club – New Mural

Action: Mrs. Lee G. Smith, Vero Beach Art Club, attended the May Recreation Commission meeting and presented two (2) renderings of possible murals that could be painted on the north side of the Bethel Creek House. Even though both drawings were appropriate for the wall, our Commission was in favor of the beach and ocean scene mural.

Outcome: A motion was made and passed unanimously recommending the beach and ocean scene mural as their design selection when it was presented to City Council. The City Council approved the beach and ocean rendering, the mural was completed, and a dedication was held on Wednesday, August 19, 2015.

Task: City Power Plant Land

Action: Mr. Jay Kramer, Vice-Mayor, attended a regular Recreation Commission meeting and explained that the land the City Power Plant currently sits on is designated for recreational use and the City may start vacating that land in the near future. He challenged our Committee to seek ideas that we thought would fit the property and ask the community for suggestions. Our Commission had a lengthy discussion about the property with Mr. Kramer and Mr. Jim O'Connor, City Manager, and created a list of possible recreational uses.

Outcome: A motion was made and unanimously passed to schedule three (3) public workshops to encourage input from the public. The first workshop was held on July 29th with no one from the public attending. The second public workshop and joint meeting with the Marine Commission was held on November 30th for public input and the Council Chambers were filled. A third workshop is scheduled for January 26, 2016.

Task: Indian River Rowing Club Boathouse Proposal

Action: Mrs. Shotsi Lajoie attended the August Recreation Commission meeting on behalf of the Indian River Rowing Club (IRRC). She explained that they were still trying to locate a site in the MacWilliam Park area to construct a boathouse. The IRRC was given two sites to look at to see if either one would fit their needs. They chose to pursue the property adjacent to the Volunteer Ambulance Squad to build a boathouse. A floating dock would be constructed in the basin across the street. The IRRC met with the City Planning Department, the City Manager, and the St. Johns River Water Management District to make sure that their initial plans were possible before they sought our input and City Council's approval.

Outcome: The Recreation Commission was in favor of the IRRC, so a motion was made and passed that the concept of the IRRC's proposed facility be forwarded to the City Council. The City Council heard the Rowing Club's proposal and was in favor of negotiating a lease with them. The proposed lease was presented to our

Commission for review at our November 10th meeting and a motion was made indicating favorable support of the lease with the Indian River Rowing Club.

Task: Vero Beach Skate Park Alliance

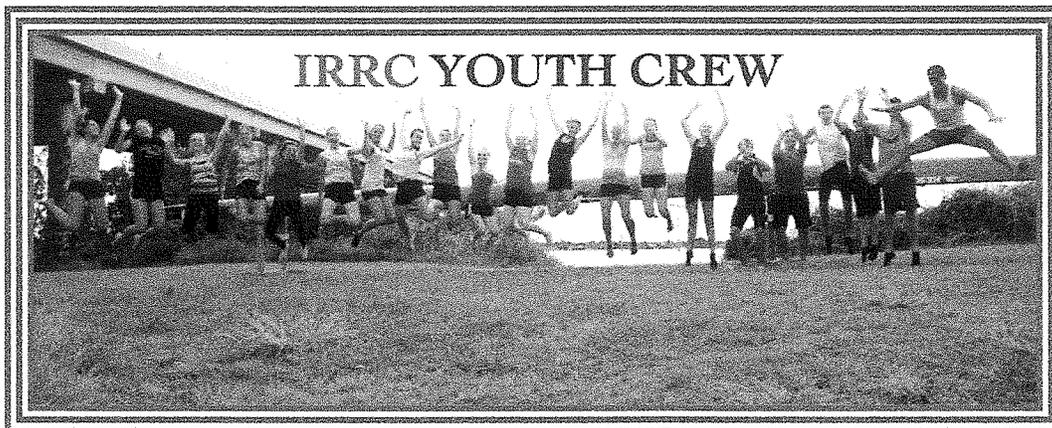
Action: Mr. Eric Toomsoo, Member of the Vero Beach Skate Park Alliance, came to our November meeting seeking our approval of the concept of building a skateboard park at Leisure Square. He gave a Power Point Presentation and answered numerous questions from our Commission. Several people from the public came forward to speak to show their support of the proposed skate park.

Outcome: After much discussion and listening to the public comments we made a motion recommending the concept for a skateboard park being built in the west football field at Leisure Square and that it be forwarded to City Council for consideration.

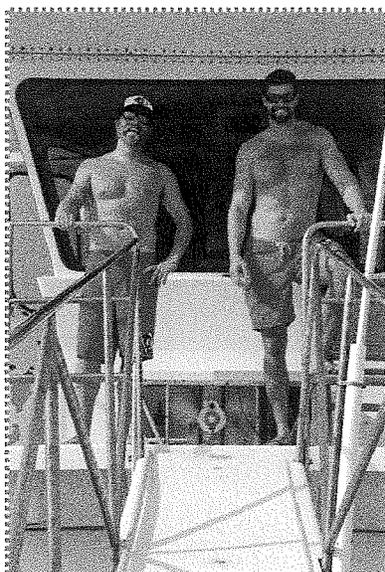
Task: Recreation Programs and Events

Action: Attended community recreational events including, but not limited to Memorial Day, July 4th, Veterans Day, Performing Arts and gymnastic performances, Junior Staff Recognition, Halloween Parade, dedications, downtown and beach events, dog park events, etc.

Outcome: Ongoing throughout the year.



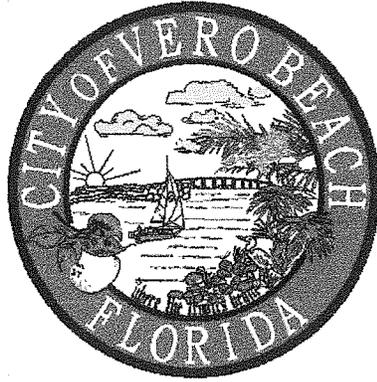
Indian River Rowing Club – Youth Crew



Vero Beach Lifeguards



Leisure Square Pavilion

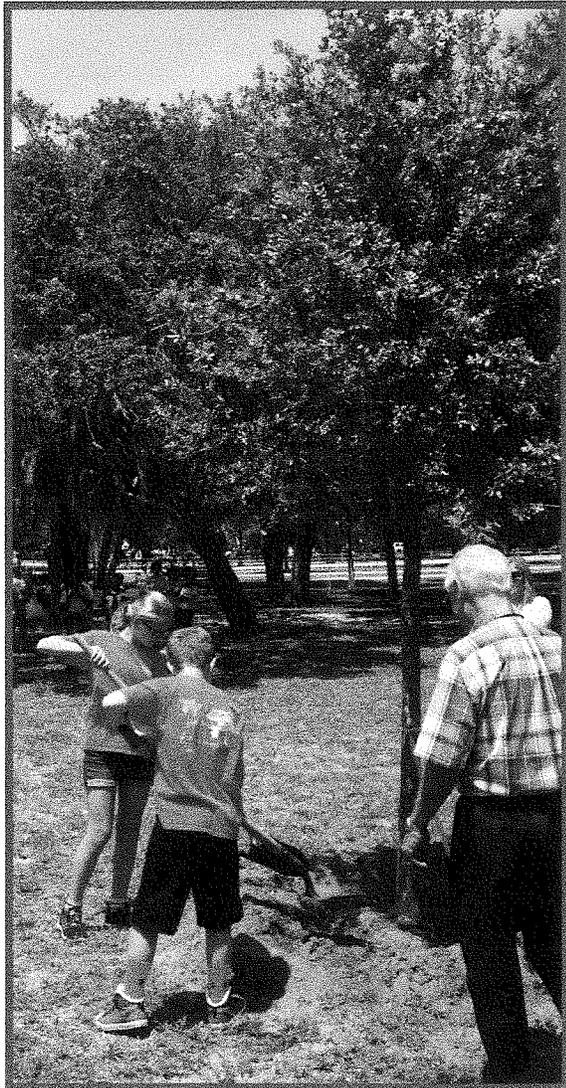


TREE AND BEAUTIFICATION COMMISSION

ANNUAL REPORT

2015

Tree and Beautification Commission 2015 Annual Report



2015 Arbor Day Tree Planting



MEMORANDUM

TO: Mr. Jay Kramer, Mayor and
City Councilmembers

FROM: Mr. Karl Zimmermann, Chairman
Tree and Beautification Commission

DATE: December 17, 2015

SUBJECT: 2015 Tree and Beautification Commission Annual Report

The Tree and Beautification Commission held 10 regular Commission meetings and an Arbor Day Tree planting during 2015.

The Commission is currently working with five (5) regular members and we are currently seeking candidates to fill the two (2) alternate positions.

The City of Vero Beach was again certified as a "Tree City U.S.A. Town" for the 34th year, an impressive record, and achievement.

In January our Commission finalized the plans for advertising and promoting the City of Vero Beach Beautification Day, which was a new activity that took place the second weekend in February. We will continue to bring awareness to this annual event and encourage our citizens to participate. We hope this will be a tradition that will carry on for many years to come.

This year the City Resolution pertaining to the Tree and Beautification Commission was revised. It was brought to our attention that after the beautification aspect was added to the Tree Commission the Resolution was never amended to allow for use of the Tree Planting fees to include the funding of beautification projects and activities approved by the City Council. Our Commission reviewed and discussed the draft copy of the amended Resolution at our February meeting and it was approved by City Council in March.

Our Arbor Day activity this year consisted of planting a tree at Riverside Park near the walking/jogging trail on April 24, 2015. Students from Beachland Elementary School were invited to attend as well as City Council, members of the press, and the citizens of Vero Beach. The students helped shovel soil around the tree as their part of the Arbor Day event.

At a regular meeting, our Commission also discussed ways to raise awareness and get more people involved with Arbor Day. By moving the event to a weekend, dedicating a tree in honor or memory of a hero, a City official, an outstanding citizen, etc., would bring family and friends to the event and create a focus on Arbor Day.

The fourth grade tree seedling program that we sponsored in the past did not take place this year. After several attempts, we were unable to get confirmed dates to visit the schools before the end of the school year.

Our Commission also started discussing the City's Tree Protection Ordinance for improper pruning of trees in the City. Our current City Ordinance does not define a violation for improper pruning unless the tree dies. Some basic research was started on how other cities and municipalities handle this issue, but this discussion was moved down on the priority list in the Planning and Zoning Department due to their heavy workload. We hope to be able to look at this again in the near future and possibly find some working solutions on how to prevent improper tree trimming, pruning, and topping of the trees in the City.

In May our Commission was presented with a concept of doing a centennial tree-planting project by our member, Mr. Chris Runge. The goal would be to have this project completed in 2019 to celebrate the 100th Anniversary of the City of Vero Beach. Mr. Runge presented us with a draft outline highlighting the key aspects of the project, who would be involved and the timeline. We have continued to discuss at length possible locations that would accommodate this larger scale tree-planting project. We envision that it will be enjoyed by future generations and be known as the 100th Anniversary celebration project for the City.

At our regular meeting in December, Mrs. Debbie Avery and Mrs. Robin Pelensky, representatives from Main Street Vero Beach, gave us an update on the Downtown planters and hanging baskets. Mrs. Pelensky also presented us with a proposal from the Ocean Side Business Association (OBA) of adding planters along Ocean Drive in the City bulb outs. She explained that the OBA has already purchased the potting bowls and they are actively seeking proposals from contractors for planting and maintaining the pots. Our Commission requested that she attend our next meeting to review the plant selection options and the maintenance schedule.

There were six (6) trees dedicated this year utilizing the Dedicatory Tree Program. This year trees were designated for Riverside Park, Troy Moody Park, and MacWilliam Park even though dedicatory trees are located throughout the various City Parks.

Goals for 2016

- A. Continue with the Dedicatory Tree program and tree plantings.
- B. Review and monitor the *Baskets to Banners* and *Adopt a Pot* program in Downtown Vero Beach.
- C. Monitor the new planters and plants being installed along Ocean Drive to ensure their success.
- D. Continue with Arbor Day tree plantings to create awareness and to maintain the Tree City USA status.
- E. Continue to work with the schoolchildren at the City elementary schools to educate them about the importance of trees and to encourage tree plantings.
- F. Consider other approaches to encourage tree planting on private property in the City of Vero Beach.
- G. Hold the annual City of Vero Beach Beautification Weekend and continue to promote and increase participation for this event.
- G. Continue planning and preparing for the Centennial Tree Planting project.

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
437	Tree	Maurice Terrebonne	1/15/2015	X	Resigned
438	Tree	Chris Runge	1/15/2015	X	
439	Tree	Tem Fontaine, III	1/15/2015		X Resigned
440	Tree	Tem Fontaine, III	2/19/2015		X Resigned
445	Tree	Dan Downey	2/19/2015	X	
446	Tree	Cynthia Schwarz	2/19/2015	X	
466	Tree	Dan Downey	3/19/2015	X	
467	Tree	Marilyn Dussault	3/19/2015	X	
468	Tree	Maurice T	3/19/2015	X	Resigned
499	Tree	Karl Zimmermann	5/21/2015	X	
500	Tree	Marilyn Dussault	5/21/2015	X	
501	Tree	Tem Fontaine	5/21/2015	X	Resigned
502	Tree	Dan Downey	6/18/2015	X	
503	Tree	Dan Downey	7/16/2015	X	
504	Tree	Marilyn Dussault	7/16/2015	X	
544	Tree	Daniel Downey	9/17/2015	X	
545	Tree	Chris Runge	10/15/2015	X	



UTILITIES COMMISSION

ANNUAL REPORT

2015

Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
441	Utilities	Robert Blumstein	1/20/2015	X	Removed
442	Utilities	Scott Stradley	1/20/2015		X
443	Utilities	Bob Russell	1/20/2015		X Resigned
469	Utilities	Scott Stradley	3/17/2015	X	
470	Utilities	Scott Stradley	4/28/2015	X	
471	Utilities	Richard McDermott	4/28/2015	X	
472	Utilities	Bill Teston	4/28/2015	X	
521	Utilities	Richard McDermott, Jr.	8/11/2015	X	
522	Utilities	Scott Stradley	8/11/2015	X	
523	Utilities	William Teston	8/11/2015		X Replaced (now on CEB)
546	Utilities	Herb Whittall	10/5/2015	X	
547	Utilities	Judy Orcutt	10/5/2015	X	
548	Utilities	Bill Teston	10/5/2015	X	
549	Utilities	Herb Whittall	10/12/2015	X	Replaced
550	Utilities	Herb Whittall	10/16/2015	X	Replaced
567	Utilities	Herb Whittall	11/10/2015	X	Replaced
568	Utilities	Laura Moss	11/10/2015	X	
569	Utilities	Scott Stradley	11/10/2015	X	
570	Utilities	Bill Teston	11/10/2015	X	

TO: Jay Kramer, Mayor and
Vero Beach City Councilmembers

FROM: Vero Beach Utilities Commission

DATE: January 14, 2016

RE: 2015 Annual Report

To continue to facilitate the downward trend to obtain the lowest possible sustainable utility rates and the efficient operation of the utilities. To provide detailed information in a friendly format to the public regarding the finances and operations of the utilities through the following activities:

ELECTRIC – 2016 OBJECTIVES

- Continue to monitor FMPA issues
 - Receive regular reports from the City's representative
 - Monitor the financial health of FMPA
 - Discuss who should be the City's representative
- Continue to monitor and make recommendations to the City Council on the sale of the electric system to FPL and closing of the Power Plant
- Continue to work closely with the Finance Commission
- Monitor the budget process
 - Assess quarterly operating performance and variance analysis
 - Review the City's recommendation on rates
- Monitor renewable interconnects to the electric utility system
- Monitor the adoption of solar power in Indian River County

- Work with the City Manager and staff to perform a comprehensive comparison and analysis of the differences in utility rates and operations between the City of Vero Beach and Ft. Pierce municipal electric utilities
 - Report to the Utilities Commission analyzing these differences, as well as identifying potential best practices that could be used by the City in its operations.
- Monitor the magnitude, frequency, and duration of power outages, as well as the causes

WATER AND SEWER – 2016 OBJECTIVES

- Monitor the health of the Lagoon as it relates to Water and Sewer
 - Work with staff to find ways to reduce the nutrient levels in the reuse water
 - Receive STEP System updates and review STEP System marketing
- Continue to make recommendations and encourage open lines of communication with the County
- Continue to work with staff on optimization
- Monitor the industry standards on maintenance of facilities
- Monitor the budget process
- Assess quarterly operating performance and variance analysis
- Work with the Water and Sewer Department to find ways to reduce the nutrient levels in the reuse water
- Continue to advise the City on the reduction of the total maximum daily load of pollutants to the Lagoon

- Provide detailed information in a user friendly format
- Monitor potable quality and quantity

STORMWATER UTILITIES OBJECTIVES

- Monitor the proposed stormwater utility
- Review the Consultant's report

2015 MEETINGS

In 2015 the Utilities Commission held six (6) regular meetings and four (4) joint meetings with the Finance Commission. There were presentations made by Mr. Schef Wright, Attorney; Ms. Cindy Lawson, Finance Director; Mr. Monte Falls, Public Works Director and Mr. Jim O'Connor, City Manager.

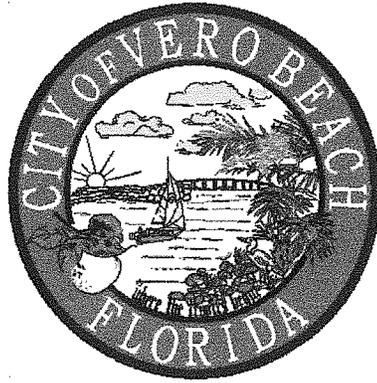
Discussions:

- The Septic Tank Effluent Pump System (STEP)
- FMPA
- OUC Contract
- The All Requirements Project
- Bonds
- Indian River Lagoon
- Lawsuit filed by Indian River Shores
- Quarterly Electric Utility Rate Sufficiency
- Breakdown Analysis of the costs and savings associated with the proposed purchase of peaking capacity from OUC and closing down the Vero Beach Power Plant
- Stormwater Utility Study
- Electric System Study
- Quarterly Financial Report and Variance Analysis
- Summary of Preliminary Electric System Rate Study Results
- Reducing Electric Cost
- Water and Sewer projects

Recommendations Made Throughout the Year:

- That the City Council send a letter to the other cities that their representatives on the Board of Directors of the FMPA be Elected Municipal Officials
- That the City Council approve negotiations with OUC based on the November 25th proposal
- That the City Council diligently sends out an RFP within four weeks to test the market
- To accept the reduction in rates starting September 1, 2015
- That the Utilities Commission needs more information to make a final recommendation on the OUC contract, the additional items were preliminary recommendations to the City's Utility Counsel are as follows: 1) get more detailed information on the electric demand on how that might impact the 85 megawatt per hour take or pay level; 2) clarify Section 3.2 (b)(ii), the marginal cost via the example in the OUC contract; 3) recommend removing from the contract Section 12 option for Vero Beach Power Plant site; 4) get more detailed analysis from the City Utility Counsel and/or the City Manager of how potentially a pro rata allocation of stranded cost between Vero Beach and OUC would work (taking out the fifth recommendation to take the opportunity to review the FPL System Impact Study for the City of Vero Beach)
- That the City Council not vote on the OUC contract before the conditions of the Utilities Commission are fulfilled
- To approve the new amended PPA deal with OUC and suggest that the City Council move forward with the contract

SS/sp



VETERANS MEMORIAL ISLAND

SANCTUARY ADVISORY COMMITTEE

ANNUAL REPORT

2015

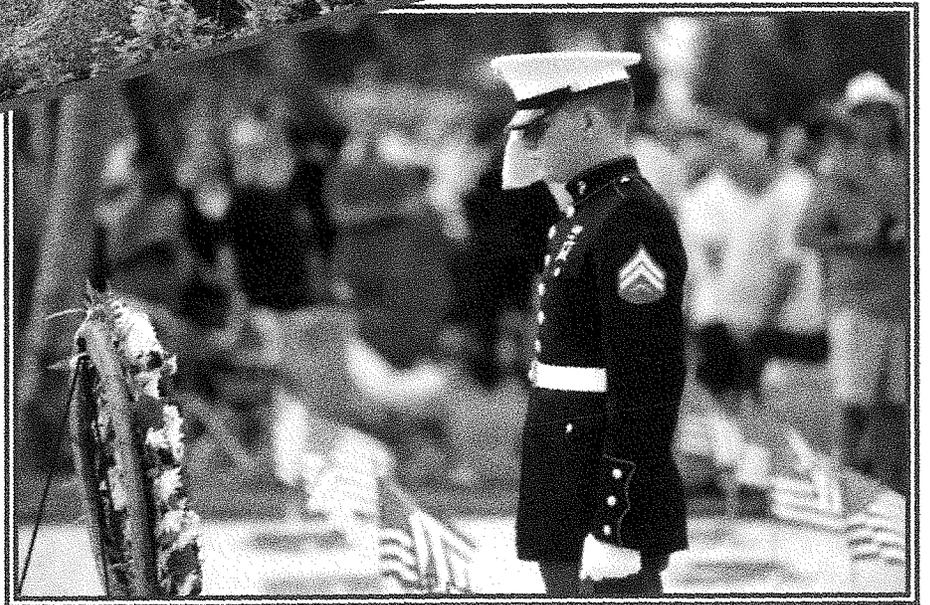
Missed Meetings

12/18/2015

ID	Board/Commission	Name	Missed Meeting Date	Excused	Unexcused
444 VMI		Anthony Young	1/7/2015	X	
473 VMI		Curtis Paulisin	3/4/2015	X	
474 VMI		Barbara Fallon	4/1/2015	X	
475 VMI		Curtis Paulisin	4/1/2015	X	
479 VMI		Joel Herman	5/6/2015	X	
505 VMI		Ken Daige	6/3/2015	X	
506 VMI		Curtis Paulsin	8/5/2015	X	
551 VMI		John Michale Matthews	10/7/2015	X	
552 VMI		Joel Herman	10/7/2015	X	
571 VMI		Anthony Young	11/4/2015	X	
572 VMI		Barbara Fallon	12/2/2015	X	

*moved to
po 2 board*

*Veterans Memorial Island
Sanctuary Advisory Committee
2015 Annual Report*



MEMORANDUM

**TO: Jay Kramer, Mayor and
City Council Members**

**FROM: Mr. Anthony Young, Chairman
Veterans Memorial Island Sanctuary Advisory Committee**

DATE: December 2, 2015

SUBJECT: 2015 Annual Report

- The Committee met every month during the year to carry out their responsibilities, as guardian of the City owned Veterans Memorial Island Sanctuary.
- The Committee of five (5) full members and one (1) alternate is currently seeking to fill the second alternate position.

2015-2016

Veterans Memorial Island Sanctuary Advisory Committee Members

Anthony "Tony" Young Chairman	12/07/10 6/15/2019
Alma Lee Loy Vice Chairman	9/18/07 6/15/2019
John Matthews	9/16/03 6/15/2017
Joel Herman	9/16/03 6/20/2018
Barbara Fallon	12/07/10 6/15/2019
Curtis Paulisin Alternate #1	6/07/11 6/15/2019

Rita Hawkins - Senior Administrative Assistant

- Mr. Ken Daige served diligently as an Alternate member on our Committee from November, 2013 through June, 2015.
- Activities on Veterans Memorial Island Sanctuary this year have included the observance of Memorial Day and Veterans Day with appropriate ceremonies under the leadership of the IRC Veterans Council and our Committee. Other ceremonies this past year included the Indian River County Victims' Rights Coalition, POW/MIA ceremony, individual memorial services for Mr. Joseph Thomas Maguire and Mr. Max Notter, and the Korean War Veterans 62nd Anniversary ceremony.

- The Public Works Department refurbished and replaced trash receptacles on the Island.
- The Alex MacWilliam monument was pressure washed and received some minor repairs to give it a fresh look.
- Mr. Don Dexter, Public Works Manager, reported to our Committee that over the years two (2) additional plaques had been added to the Pearl Harbor monument. These plaques list the names of individuals that were not on the original plaque. He presented us with a couple of options to update and restore the monument. Our Committee unanimously agreed to incorporate all the names onto one (1) new bronze plaque and redesign the pedestal to make it uniform with others on the Island. The new bronze plaque and the refurbished Pearl Harbor medallion were installed back on the Island on the new pedestal in May.
- It was brought to the attention of our Committee that the original design of the Lest We Forget monument included a cross ornament on the top, so we pursued the possibility of having the monument restored to its original design. Mr. Dexter was given approval to work with vendors to match the granite and receive price quotes to manufacture a six-sided cross that was similar to the original. The restoration work was paid for by donations made to the Veterans Memorial Island account and a special contribution from the Veterans Council of Indian River County. The renovation was completed in October.
- The Historical Marker on the Island was in need of repair, so it was removed, repaired, and reinstalled on the Island by the Indian River County Historical Society.
- Mrs. Judy Voyles, one of the original members and the first Chairman of the Veterans Memorial Island Sanctuary Advisory Committee, passed away in March. Our Committee members shared their condolences and appreciation of everything she did for Veterans Memorial Island Sanctuary.
- Starting in April our Committee took on the task of reviewing, modifying, and improving the language and the structure of the Veterans Memorial Island Sanctuary Rules and Regulations. Mrs. Peggy Lyon, Assistant City Attorney, guided us with her expertise and knowledge to incorporate our suggestions into the new Resolution #2015-23 that was approved by City Council on July 21, 2015.
- Funds from the Veterans Memorial Island account were also used to replace the Cenotaph marker for Mr. Jimmy Doles due to the misspelling of his name on the original marker.
- Mrs. Karen Bauer, Treasure Coast Chapter of the Daughters of the American Revolution (DAR) came to our August meeting seeking approval for their organization to hold their Day of Service on Veterans Memorial Island Sanctuary. After hearing about their proposed project to gently clean and beautify all the markers on the Island, our Committee unanimously agreed that this was a worthwhile service project and granted them permission. Their Day of Service took place on October 10, 2015.

- Mrs. Peggy Cunningham, President of the Alzheimer and Parkinson Association, came to our meeting in September to ask permission for their organization to use Veterans Memorial Island Sanctuary for part of their annual fundraiser “A Walk to Remember”. Our Committee unanimously approved them to use the Island as part of their walk route, providing they follow the rules of the Island as they did the prior year.
- In 2015 Veterans Memorial Island Sanctuary received monetary donations totaling \$1,125.00. Our Committee is extremely thankful for these contributions, because they are used for the upkeep and maintenance of the Island. Along with the donations we also received \$58.80 for recycling old bronze markers and Ms. Edith Swinney donated a beautiful Staghorn Fern for the Island in memory of her late husband. The Veterans Memorial Island account currently has a balance of \$11,155.01 as of October, 2015.
- Veterans Memorial Island Sanctuary Advisory Committee is grateful for the help, guidance, and dedication of the City of Vero Beach Public Works Department, especially Mr. Don Dexter, Public Works Manager, Ms. Nanette Haynes, Grounds Maintenance Manager; the Recreation Department, especially Mr. Rob Slezak, Recreation Director, and his staff; and Mrs. Tammy Vock, City Clerk, and her staff, especially Ms. Rita Hawkins, Senior Administrative Assistant. Their efforts are appreciated and vital to the operation of this Committee.

AY/rh