

**City Council Pre-Agenda Workshop  
Tuesday, November 1, 2016 6pm.  
Civic Center 105 N. 31<sup>st</sup> Street**

**Mayor Tom Bailey**

**Councilman Bill McGlothlin  
Councilwoman Linda Albrecht**

**Councilman Jerry Wallace  
Councilman Rex Putnal**

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1. Ordinance 658 Sanitation- Mayor
  2. Budget Amendment- City Clerk
  3. Planning and Zoning Recommendations- City Administrator
  4. Miscellaneous
  5. Review of Draft Agenda- City Clerk

## **ORDINANCE NO. 658**

AN ORDINANCE RE-ESTABLISHING A SANITATION SERVICE IN THE CITY OF MEXICO BEACH; PRESCRIBING CERTAIN USER FEE CHARGES IMPOSED FOR THE PURPOSE OF FUNDING SAID SERVICE; PROVIDING COLLECTION PRACTICES; AMENDING AND REPLACING ORDINANCE NO. 643 AND THE REPEALING ANY PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING PENALTIES FOR VIOLATIONS THEREOF; AND, PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the City Council of the City of Mexico Beach, Florida has determined that it is necessary for the protection and preservation of the peace, health, property, and welfare of the City and its inhabitants, that this Ordinance be enacted, therefore

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEXICO BEACH, FLORIDA:**

### **SECTION 1. Re-Establishment of Sanitation Service**

There is hereby established and re-established for the City of Mexico Beach, Florida a sanitation and debris collection service to serve the existing City limits and as from time to time may be extended by law. The purpose of the sanitation service is the healthful, efficient and economical collection, management, and disposal of garbage and debris as herein defined.

### **SECTION 2. Definitions**

For the purpose of this Ordinance the following words and terms are herein defined:

- (a) "Debris" and "Garden" or "Lawn Trash": All accumulation of grass, leaves, shrubbery, vines, and trimmings. Tree logs or debris shall not be included unless the diameter of the tree or limb is less than 3 inches.
- (b) "Garbage": Every refuse accumulation of animal, fruit, vegetable matter that attends the preparation, use, cooking and eating in, or storage of all foods, meats, fish, fowl, fruit and vegetables, and any other matter of any nature whatsoever, which is subject to decay and the generation of noxious or offensive gases or odors, or which during or after decay, may serve as breeding or feeding material for flies or other germ-carrying insects; and any bottles, cans, or other containers or paper products, utilized in normal household use, which due to their facility to retain water, may serve as breeding places for mosquitoes or other water-breeding insects. This definition of "garbage" shall not include the items contained within the above-referenced definition for "debris", "garden" or "lawn trash." In order to be collected by the sanitation department such "garbage" must be placed in a "trash can" or another approved container. Household debris is defined as anything not created by nature.
- (c) "Garbage/Trash Can": A watertight container, with suitable handles and a tight-fitting lid or cover, of the type commonly sold as a "garbage can" and of a capacity of not more than thirty-two (32) gallons nor less than fifteen (15) gallons.

- (d) "Recycling": Recycling shall be limited to only newspaper, cardboard, metals, and approved plastic items, unless further noticed by the City. If you wish to recycle, any recyclable material must be placed in the appropriate Bay County/City Recycle Dumpster.
- (e) "Refuse": Garbage and trash, as hereafter defined, and all trash, rubbish, paper, glass, metal, and discarded matter which the last owner intends to abandon to the sanitation department for disposal, In order to be collected by the sanitation department, such "refuse" must be properly placed in a "trash can" as defined herein. Recyclable items may be deposited in the appropriate recycling dumpster at the City yard.
- (f) "Trash": Refuse, accumulation of paper, wooded or paper boxes or containers, sweepings, and all other accumulations of a nature other than "garbage" or "debris", as defined herein, which are usual to housekeeping and to the operations of stores, offices, and other business places.
- (g) "White Goods/Appliances": Some examples are, but not limited to: clothes washers and dryers, dishwashers, water heaters, residential furnaces, garbage disposals, trash compactors, conventional and microwave ovens, ranges and stoves, air conditioners, refrigerators, freezers, etc.

### **SECTION 3. Collection Practices.**

The following collection practices shall apply so long as the garbage, trash, refuse, or debris is properly placed in an appropriate trash can or dumpster:

- (a) Garbage and trash accumulated by residences ~~and businesses~~
- (b) shall be collected two times per week on regular schedules between March 1 and September 30 and once per week on regular schedules between October 1 and February 28. Pickups may not occur on holidays but pickups normally scheduled to be made on a holiday may be rescheduled by the City.
- (c) The City will remove a limited amount of yard debris during the scheduled garbage/trash collection periods. Once per week, the City will remove one pile of yard debris which shall include grass trimmings, cuttings, tree limbs, palm fronds, and small trees, not to exceed the volume dimensions which measures four feet by four feet by eight feet. Limbs and small trees shall be cut so as to not exceed eight feet in length. Individuals placing yard debris for collection which exceeds these size standards, shall coordinate through City Hall for proper removal as a "special pickup" as provided herein. NOTE: residents will not be charged for the initial four feet by four feet by eight feet volume but will be charged a special pick-up fee for the additional volume. Upon the clearing of a lot(s) the owner is responsible for cleaning and removing all debris resulting from such activity within 30 days from the start date of the activity. The owner is responsible for removing such debris and may be cited for a violation of this ordinance should such debris be produced by persons or entities who are not the customer of the City. Yard debris not created from the actual property of the customer's residence or debris created from commercial landscaping or construction projects shall not be collected by the City. Any attempt to have the City collect materials not resulting from the customers property where debris is located or to collect materials from commercial landscaping/construction projects shall be a violation of this Ordinance. Yard debris may be taken to the Public Works Department by the resident or contractor and dumped at no charge.

- (d) Highly flammable or explosive materials or chemicals shall not be placed in trash cans or containers, including dumpsters, for regular collection but shall be disposed of, in each case, as directed by statute at the expense of the owner or possessor thereof.
- (e) Paint in liquid form will not be accepted. Dried paint will be accepted. Cat litter or sawdust can help speed the process of drying the paint.
- (f) Televisions and electronics will not be accepted. Items can be taken to Bay County for disposal.
- (g) The removal of wearing apparel, bedding, or other refuse from homes or businesses where highly infectious or contagious diseases have prevailed shall be performed under the supervision and direction of the Bay County Health Department. Such refuse shall not be placed in regular trash cans or containers for collection.
- (h) Property owners or occupants requesting removal of household appliances, or "white goods", containing refrigerant and fluorocarbons are required, prior to pick-up, to remove the chemicals prior to pick-up as may be directed by the City. All doors on refrigerators and freezers must be removed prior to their placement on the right-of-way. Furniture and other large items as deemed appropriate by the City may also be collected by the sanitation department for a fee upon prior arrangements by the customer. This fee will be established by the City as part of its rate schedule and may be performed by contract or otherwise. Property owners or occupants wishing to utilize the white goods or furniture curbside service must contact City Hall to arrange for pick-up and items should not be placed at the curbside until the day of scheduled pick-up. Items placed on the curb without prior notification to the City are subject to all costs, fees, and charges to the City and by the City, including but not limited to, the white goods/furniture pickup charge and a penalty of \$25 per white good or furniture piece, and/or a code violation citation. Those customers who do not decommission appliances containing refrigerant will be billed for the cost incurred by the City for this service. All charges related to white goods or furniture pickup will either be paid in advance or added to the customer's monthly billing.
- (h) Upon the clearing of a lot(s) or portion of a lot(s), the owner is responsible for cleaning and removing all debris resulting from such activity within 30 days from the start date of the activity, The owner is responsible for removing such debris and may be cited for a violation of this ordinance should such debris produced by persons or entities who are not the customer of the City. Yard debris not created from the actual property of the customer's residence or debris created from commercial landscaping or construction projects shall not be collected by the City. Any attempt to have the City collect materials not resulting from the customer's property where debris is located shall be a violation of this Ordinance.
- (i) Customers may make arrangements with the City Sanitation Department to dump excess debris, garbage, or refuse into the appropriate dumpsters at the City Yard at a determined price per pound. The City yard will be open between the hours of 7:30 a.m. and 3:30 p.m. CST, Monday through Friday, except for holidays. Such arrangements should be made in advance in person or by calling City Hall; customers using this service shall obtain a City dump slip prior to dumping. Customers may contact the City to pick up their debris for a charge of \$25.00 in addition to the weight charge.

**SECTION 4. Debris, Refuse, and Garbage Cans and Containers, Location, Screening, and Containment**

## 1. Residential:

- (a) Refuse, trash, and garbage of any kind shall not be stored on the public right of way and shall be placed in a garbage or trash can or cans as defined herein. Except as set forth below for multifamily dwellings, residential trash, garbage or refuse shall be limited to three (3) 32 gallon trash cans per residence per collection cycle. (For example, if household garbage is collected twice per week, a residence will be limited to 3 trash cans per collection day, twice per week.) Each residential unit is required to maintain a separate sanitation collection account and to pay the residential rate. Refuse, trash, and garbage not placed in a trash can(s) will not be collected by the City Sanitation Department and if such material is left outside of a trash can will be a violation of this Code Section. However, the City Sanitation Department will collect cardboard boxes left adjacent to the required trash cans during the regular collection periods so long as such boxes are empty except for minimal packing materials. Such boxes shall not contain additional trash, refuse, garbage or debris of any nature. Trash can(s) should not be placed at the curb until the day of scheduled service.
- (b) Refuse containers and trash cans shall be designed, constructed and used in such a manner as to preclude offensive odors from disturbing adjacent property owners or occupants. All trash cans or containers for residential collection of garbage, refuse or trash shall be screened from public view and located on the side or rear of the occupant's residence. "Screened from public view" shall be met if trash cans are located in a partially fenced or incased receptacle for such containers.
- (c) Trash cans at multiple dwelling or business units shall be marked to indicate the unit or apartment to which they belong or are assigned.
- (d) Plastic garbage bags are not satisfactory outside storage containers for garbage, refuse, or trash. All garbage, refuse, and trash shall be placed in a trash can as defined herein and screened from public view.
- (e) Certain multifamily residences shall be required to use dumpster(s) instead of individual trash cans. Multifamily developments containing 6 or more units per building or in the entire development if built or developed as a unified development, in the discretion of the City, shall be required to use one dumpster per 18 units. The residential users will pay the standard residential collection rate per unit but use the dumpster(s) to deposit their trash, garbage, or refuse.

## 2. Commercial:

- (a) All commercial facilities shall pay the monthly commercial collection fee(s) as set forth in the Rate Schedule, unless specifically excluded. Unless expressly approved, refuse, garbage, trash, or debris shall not be stored on the public right of way and shall be placed in a garbage or trash can(s). No such materials shall be placed for collection by the City Sanitation Department by commercial customers where the materials to be collected were created from off-premises locations or work sites. This shall specifically include construction, landscaping, clearing, grading, demolition projects and related activities. Construction or renovation projects may obtain a temporary dumpster from a non-City entity for properly permitted construction and renovation projects. The City shall maintain the right to locate or re-locate such temporary dumpster(s).
- (b) All provisions set forth above, in Section 1. Residential, sub-sections (a) through (e) shall apply except as modified herein.
- (c) Unless using the dumpster system, commercial businesses shall be limited to four (4) 32 gallon garbage cans per business per collection cycle. (For example, if commercial garbage is

collected twice per week, then a commercial customer will be limited to 4 garbage cans per collection day twice per week,) Each commercial enterprise is required to maintain a separate sanitation collection account and to pay the commercial rate.

- (d) Certain businesses shall be required to use dumpsters for the collection of its garbage, trash, refuse, and debris. The following businesses are required to use a dumpster(s) for the collection of garbage, trash, refuse, and debris:

- (1) Businesses that operate hotel/motel services with 8 or more rooms;
- (2) Businesses that operate restaurant and/or food and/or beverage preparation services and contain 10 or more tables or space for 40 or more patrons;
- (3) Convenience and grocery stores which exceed 1,200 square feet of gross usable space.

Dumpsters shall be located in an area convenient for City Sanitation Department collection and the City may require moving or re-location of the dumpster(s) by the customer. No roofing materials may be placed into a City dumpster.

**SECTION 5. Initial Schedule of Fees and Charges**

- (a) The following fees and charges shall be the initial fees and charges used by the City for sanitation services and such fees and charges may be altered, amended, or increased by resolution or ordinance duly adopted by the City Council.
- (b) Initial schedule of Fees and Charges — Monthly:

Residential Unit	\$26.86 per residential unit
Commercial	\$40.53 per commercial unit
Dumpster	\$241.80 per dumpster
Additional Pick-Ups	
Commercial	\$10.00 per can
Residential	\$10.00 per can
Dumpster	\$100.00 per pick up
White Goods/Furniture	\$25.00 per item per scheduled pickup plus weight charge
Special Events Collection Rate	Fee TBD Dumpster Rate
Dumping at City Yard by Sanitation Customers	
0 — 100 pounds	\$25.00
101 — 300 pounds	\$50.00
301 — 600 pounds	\$75.00
601 — 1000 pounds	\$100.00
1001 and over	\$100.00 plus \$25.00 for each additional 25 lbs. (Limit of 4,000 pounds)

(c) Payments/Late Fees

1. A user fee is hereby established for the explicit purpose of funding City sanitation services. This fee is applicable to each individual household or commercial enterprise within the City of Mexico Beach. Priorities, categories, and charges will be on file in the City Hall and billing for said user fee will be annotated on the City of Mexico Beach monthly utility usage statements.
2. The date of receipt at the Mexico Beach City Hall shall be considered as the date of payment. Sanitation Department personnel are not authorized to receive money for the payment of bills. If any sanitation bill for sanitation service shall be and remain unpaid after 4:30 p.m. on the 20<sup>th</sup> day of each month, a 10% penalty shall be imposed and added to said bill; if the 20<sup>th</sup> day of the month falls on a weekend, customer will be given until 4:30 p.m. the next regular work day for payment; delinquent after 4:30 p.m.; and if said bill is not paid by the 2<sup>nd</sup> Tuesday of the following month at close of business (4:30 p.m.). Sanitation services will be discontinued and will not be resumed until all current charges shall have been fully paid.
3. Those accounts opened or closed during the billing cycle will be prorated and charges assessed based upon the number of days the account was open during that billing cycle.
4. When a sanitation customer has failed to pay a sanitation bill and two (2) additional billings for the past due amount, the method for collecting the sanitation charges will be identical to those of the water and sewer utility bills.
5. It shall be the duty of Mexico Beach to collect said user fees and remit to the City Sanitation Fund on or before the 20<sup>th</sup> day of each month, or as soon as practicable, all such fees collected during the preceding calendar month.
6. The collector of the user fee shall keep complete records showing all fees collected, price being charged monthly for said service being provided, and the date of payment thereof and the records shall, at all reasonable times, be open for inspection by duly authorized agents of the City during business hours on all business days, and said agents shall have authority to make such transcripts thereof as may be necessary.
7. All "Other billings and emergencies" will be approved and signed by the City Administrator on a case-by-case basis.

**Section 6. Penalties**

- (a) A violation of the provision or provisions of this ordinance shall result in a civil fine of up to \$500 per violation and violations shall be processed through the Code Enforcement Officer and the City's Special Master.
- (b) Any person, firm or corporation found guilty of violating the provisions of this ordinance shall be fined not more than \$500. Such fine, and each and every violation of the provisions of this ordinance, shall constitute a separate offense.

**Section 7.**

If any section portion or clause of this ordinance for any reason shall be held invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or invalidate the remaining sections or provisions. This ordinance shall amend, replace, and repeal Ordinance No. 623 and any and all prior ordinances relating to sanitation services, and ordinances in conflict with this ordinance. This ordinance shall take effect as provided by law.

- (a) If any section, portion or clause of this ordinance for any reason shall be held invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or invalidate the remaining sections or provisions.
- (b) Funds accruing from this ordinance or the sanitation department shall be dedicated solely for the purpose of sanitation services and equipment.

**INTRODUCED** at a Regular Council Meeting on the 9th of November, 2016, and **ADOPTED** by the City Council on the 13th day of December, 2016.

This ordinance shall be **effective** immediately on its passage.

CITY OF MEXICO BEACH, FLORIDA

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Tom Bailey, Mayor

ATTEST:

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Adrian Welle, City Clerk

SEAL



**ORDINANCE NO. 659**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEXICO BEACH, FLORIDA AMENDING THE APPROPRIATION OF FUNDS OF THE BUDGET FOR THE FISCAL YEAR 2016-2017, FOR THE PURPOSE OF PROVIDING FUNDS FOR THE GENERAL FUND AND SEWER FUND AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Mexico Beach, Florida adopted its FY 2016-2017 budget on September 26, 2016.

**WHEREAS**, it is desired to amend said approved budget to provide for capital improvement to Sewer and purchase a brush truck for the fire department

**WHEREAS**, the City Council has determined that it is in the best interests of the people of the City of Mexico Beach that this ordinance be enacted, therefore

**BE IT ORDAINED BY THE CITY COUNCIL OF MEXICO BEACH, FLORIDA:**

The FY 2016-2017 general fund budget be updated from \$3,348,358 to \$3,353,358 with a break down in line items as described in Attachment A.

The FY 2016-2017 sewer fund budget be updated from \$1,534,134 to \$1,554,134 with a break down in line items as described in Attachment A.

This ordinance shall become effective as provided by law.

INTRODUCED at the Regular Meeting of the City Council on the 9<sup>th</sup> day of November, 2016. Adopted at the Regular Meeting of the City Council on the 13<sup>th</sup> day of December, 2016.

CITY OF MEXICO BEACH, FLORIDA

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Tom Bailey, Mayor

ATTEST:

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Adrian Welle, City Clerk

Revenue Budget		FY 17 Current		FY 17 Amendment 1	
001-343-3433	Fire/ESU Impact Fees	\$	48,308.00	\$	53,308.00
420-343-3434	Sewer Impact Fees	\$	40,000.00	\$	60,000.00
Expense Budget		FY 17 Current		FY 17 Amendment 1	
420-535-6300	Improvements O/T Buildings	\$	40,000.00	\$	60,000.00
001-522-6400	Machinery and Equipment	\$	48,308.00	\$	53,308.00

**Difference**

\$	5,000.00	Brush Truck
\$	20,000.00	Sewer Lift Stations
\$	25,000.00	
\$	20,000.00	Sewer Lift Stations
\$	5,000.00	Brush Truck
\$	25,000.00	



**City Council Regular Meeting  
Wednesday, November 9, 2016 6:00 PM  
Civic Center 105 N. 31<sup>st</sup> St.**

**Mayor Tom Bailey**

**Councilman Bill McGlothlin  
Councilwoman Linda Albrecht**

**Councilman Jerry Wallace  
Councilman Rex Putnal**

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**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**MAYOR'S COMMENT**

**COUNCIL COMMENTS**

**CITIZEN COMMENTS**

**CONSENT AGENDA**

**MINUTES**

- \*October 4, 2016 - City Council Pre-Agenda Meeting**
- \*October 11, 2016- City Council Regular Meeting**
- \*October 19, 2016- City Council Executive Session**
- \*October 25, 2016-City Council Public Hearing**
- \*October 25, 2016- City Council Special Meeting**
- \*October 25, 2016 City Council Workshop**

(Items denoted by \* are on consent agenda and will be considered simultaneously by the Mayor and Council.)

**SCHEDULED APPEARANCES**

1. Award Presentation- Mayor Bailey
2. Dewberry

**ORDINANCES**

**First Reading**

**ORDINANCE 655**

**City Council Regular Meeting**  
**Wednesday, November 9, 2016 6:00 PM**  
**Civic Center 105 N. 31<sup>st</sup> St.**

AN ORDINANCE AMENDING ORDINANCE 569; CREATING ARTICLE 7, TRAFFIC CODE, CHAPTER 70, GOLFCARTS IN THE CODE OF ORDINANCES; OTHER ACTIONS PERFORMED BY THE CITY OF MEXICO BEACH; SEVERABILITY; AND AN EFFECTIVE DATE.

- a. Motion to read Ordinance 655 by title only.

**ORDINANCE 656**

AN ORDINANCE AMENDING ORDINANCE 308 PRESCRIBING CERTAIN FEES FOR SERVICES; OTHER ACTIONS PERFORMED BY THE CITY OF MEXICO BEACH; SEVERABILITY; AND AN EFFECTIVE DATE.

- a. Motion to read Ordinance 656 by title only.

**ORDINANCE 657**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEXICO BEACH, FLORIDA REPEALING ORDINANCE 450 AND PROVIDING AN EFFECTIVE DATE.

- a. Motion to read Ordinance 657 by title only.

**ORDINANCE 658**

AN ORDINANCE RE-ESTABLISHING A SANITATION SERVICE IN THE CITY OF MEXICO BEACH; PRESCRIBING CERTAIN USER FEE CHARGES IMPOSED FOR THE PURPOSE OF FUNDING SAID SERVICE; PROVIDING COLLECTION PRACTICES; AMENDING AND REPLACING ORDINANCE NO. 643 AND THE REPEALING ANY PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING PENALTIES FOR VIOLATIONS THEREOF AND PROVIDING AN EFFECTIVE DATE.

- a. Motion to read Ordinance 658 by title only.

**ORDINANCE 659**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEXICO BEACH, FLORIDA AMENDING THE APPROPRIATION OF FUNDS OF THE BUDGET FOR THE FISCAL YEAR 2016-2017, FOR THE PURPOSE OF PROVIDING FUNDS FOR THE GENERAL FUND AND SEWER FUND AND PROVIDING AN EFFECTIVE DATE.

**City Council Regular Meeting  
Wednesday, November 9, 2016 6:00 PM  
Civic Center 105 N. 31<sup>st</sup> St.**

- a. Motion to read Ordinance 659 by title only.

**First Reading**

**ORDINANCE 651**

AN ORDINANCE AMENDING ORDINANCE NO. 625, ADJUSTING THE CURRENT RATES TO BE CHARGED FOR THE USE OF THE MUNICIPAL WATER/SEWER SYSTEM FOR SERVICE INSIDE AND OUTSIDE THE CITY LIMITS OF MEXICO BEAH, ALLOWING FOR A SENIOR CITIZEN DISCOUNT AND VACANT LOT RATES, REPEALING ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE AND PROVIDING AN EFFECTIVE DATE.

- a. Motion to read Ordinance 651 by title only.
- b. Motion to adopt Ordinance 651.

**OTHER BUSINESS**

**DEPARTMENT REPORTS AND ACTIONS**

**Police Chief – Chief Anthony Kelly**

**Emergency Services- Mark Stangl**

**Department of Public Works – Philip Hall**

**City Clerk – Adrian Welle**

**City Administrator – Mell Smigielski**

**ANNOUNCEMENTS**

**ADJOURNMENT**