AGENDA
Advisory Park Board Meeting
Tuesday, May 5, 2026 at 4:00 PM
Gulf Breeze City Hall
1070 Shoreline Drive
Gulf Breeze, FL 32561

1. ROLL CALL

2. APPROVAL OF MINUTES

3 - 19 A. January 13, 2026 Advisory Park Board Meeting Minutes
Advisory Park Board Meeting - 13 Jan 2026 - Minutes

21 - 48 B. February 12, 2026, Special Advisory Park Board Meeting
Advisory Park Board Special Meeting - 12 Feb 2026- Minutes -pdf

3. AGENDA ITEMS

49 - 50 A. Staff Project Updates for Parks and Recreation
Agenda Memo - Staff Project Updates for Parks and Recreation - Pdf

51 B. Gulf Breeze Landmark Art Program
Agenda Memo - Gulf Breeze Landmark Art Program - Pdf

53 - 62 C. Historical Marker Program & Heritage Trails Initiative
Agenda Memo - Historical Marker Program & Heritage Trails Initiative - Pdf

63 - 64 D. Florida Trail Town Designation by the Florida Department of Environmental Protection – Program Overview and Next Steps
Agenda Memo - Florida Trail Town Designation by the Florida Department of Environmental Protection – Program Overview and Next Steps - Pdf

65 E. Recreation Trails Program (RTP) 2026 Grant Application Submittal for Trail Connectivity and Pedestrian Safety Improvements
Agenda Memo - Recreation Trails Program (RTP) 2026 Grant Application Submittal for Trail Connectivity and Pedestrian Safety Improvements - Pdf

67 - 68 F. Frontier Land Initiative

Agenda Memo - Frontier Land Initiative - Pdf

4. DISCUSSION ITEMS

69 - 119 A. Potential Expanded Role of the Advisory Park Board in Historic Preservation Initiatives
Agenda Memo - Potential Expanded Role of the Advisory Park Board in Historic Preservation Initiatives - Pdf

5. NEW BUSINESS

6. PUBLIC FORUM

7. ADJOURNMENT

If any person decides to appeal any decisions made by the City Council or any City Board with respect to any matter considered at such meeting or public hearing, such person will need a record of the proceedings, and that, for such purpose, that person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and any evidence upon which the appeal is to be based. The public is invited to comment on matters before the City Council, City Boards or Committees upon seeking and receiving recognition from the Mayor or Chairperson. If you are a person with a disability who needs accommodation in order to participate in a public hearing you are entitled to the provision of certain assistance. Please contact the City Clerk's office at (850) 934-5115 or at 1070 Shoreline Drive, Gulf Breeze, Florida, at least 48 hours prior to the date of the public hearing.

MINUTES
Advisory Park Board Meeting
January 13, 2026 at 4:00 PM
Gulf Breeze City Hall
1070 Shoreline Drive
Gulf Breeze, FL 32561

The Advisory Park Board Meeting of the City of Gulf Breeze, Florida, was held at Gulf Breeze City Hall on January 13, 2026. The meeting was called to order at 4:00 PM.

1. ROLL CALL

BOARD MEMBERS PRESENT: Lynn Howe, Vici Papajohn, Robert Turpin, Bill Wein, and Ingrid Hewette

Alternate Board Member Christian Williams was in attendance.

BOARD MEMBERS ABSENT: None

2. APPROVAL OF MINUTES

Robert Turpin made a motion to approve the October 14, 2025, Advisory Park Board Meeting Minutes. Bill Wein seconded the motion. The vote for approval was 5 - 0 unanimous.

3. AGENDA ITEMS

a) Presentation from Upward Intuition - Gulf Breeze Skate Park

Representatives from Upward Intuition, John Shell and Andy Prince, addressed the Advisory Board regarding the future of the Gulf Breeze skate park area and clarified that no funding request or construction approval was being sought at this time. Instead, they requested support to hold a Community Interest Meeting, tentatively scheduled for February 12, to gather public input regarding current use of the space, community concerns, and ideas for future improvements.

The presenters shared their experience with the community-driven development of the Blake Doyle Skate Park and emphasized the value of inclusive, multi-use public spaces serving users of all ages. Existing conditions at the Gulf Breeze skate park were discussed, including aging infrastructure, outdated design features, safety concerns, and low utilization. Potential future concepts ranged from resurfacing improvements to more integrated amenities such as pump tracks or landscape-oriented skate features. The presenters also offered to assist the City with outreach, surveys, and conceptual design development at no cost and to return with community feedback for further review.

Staff advised the Board that any motion or recommendation would be included in a memorandum to the Gulf Breeze City Council for the January 20 meeting.

Board members discussed the safety, usability, and long-term functionality of the current skate park and emphasized the need for a deliberate, inclusive planning process that incorporates community input and professional expertise. A phased approach beginning with public engagement and conceptual planning was supported.

The following citizen(s) spoke during the public forum:

- Alan Lewis, Landscape Architect, 1525 East Lake View Avenue
- Trip Rowe, 308 Smith Circle

The Director of Parks and Recreation asked the Board if they would like to consider removing portions of the existing fencing surrounding the skate park to reduce its "caged" appearance, noting that previous late-night use issues may no longer be present. The Chair suggested deferring detailed discussion of fencing modifications to a future meeting due to the volume of items under review.

01-13-2026 GB Parks Presentation

Ingrid Hewette made a motion to approve a recommendation to present to the City Council to authorize staff to begin working with Upward Intuition to evaluate design options and potential improvements for the Sunset Skate Park, including the recommendation to remove the existing fencing around the current skate park area, subject to further evaluation of structural and safety considerations. Vici Papajohn seconded the motion. The vote for approval was 5 - 0 unanimous.

b) Progress Report on Parks Projects and General Information

Recommendation:
The Director of Parks and Recreation provided the following updates:

- Notice to Proceed was issued for the Mariners Landing promenade project, with construction expected to begin soon.
- Promenade design prioritizes fishing use and will discourage wheeled uses through signage and bollards.
- Approximately ten signage/educational display locations are planned for Mariners Landing, to be coordinated with construction completion.
- Concrete borings confirmed that the seawall and promenade capstone are structurally sound.
- Hairline cracking from bridge vibration and visible repair patches were noted; mitigation options are being evaluated.
- NERDA grant project updates were provided for Woodlawn Park, Shoreline Park South, and pending Army Corps permits.
- Tree removals at Woodlawn Park were completed following permitting and arborist review.
- Vista Park improvements were completed, including irrigation, erosion control, landscaping, benches, and a swing feature.
- The board discussed swing orientation, safety, and possible future design alternatives.
- Proposed amendment to the tennis program contract to revise revenue sharing for instructor compensation; the item to be presented to the City Council.

- Additional updates included Community Center camera upgrades, a February Junior Ranger program, upcoming Arbor Day activities, Trail Town designation progress, and planned parking lot striping/ADA improvements.

The City Manager reported that the draft strategic plan under City Council review includes recommendations to expand the board's responsibilities and pursue Certified Local Government status.

The board discussed future agenda items, including tree protection policies, and enforcement limits under state law.

4. NEW BUSINESS

During New Business, the Board discussed tree canopy loss, particularly the decline of aging water oaks, and emphasized the importance of replacement planting and increasing public awareness. Staff clarified existing mitigation requirements for tree removal and noted that enforcement matters fall outside the Board's advisory role. Arbor Day activities and tree giveaway programs were also reviewed, with staff noting strong public interest and participation.

5. PUBLIC FORUM

None.

6. ADJOURNMENT

Ingrid Hewette made a motion to adjourn the meeting at 6:12 p.m.. Bill Wien seconded. The vote to adjourn was unanimous.

_____

Leslie A. Guyer, MMC, City Clerk

UPWARD INTUITION

Gulf Breeze Skatepark

LISTENING, VISIONING, AND NEXT STEPS

January 13th, 2026

1

1

Who We Are:

Founded in 2015, **Upward Intuition** is a 501(c)(3) nonprofit originally launched to help bring the first outdoor public skatepark to Pensacola. Today, our mission has expanded to include creating opportunities for outdoor recreation, personal growth, and meaningful community connection.

We believe people of all ages thrive when provided with inclusive public spaces that encourage creativity, resilience, and a strong sense of belonging. Enriching and thoughtfully enhancing public spaces is central to our work.

Upward Intuition is guided by a Board of Directors made up of ten local professionals with diverse backgrounds and a shared commitment to community impact.



2

2

Our Mission

Upward Intuition's mission is to inspire and empower the next generation by creating opportunities for outdoor recreation, personal growth, and community connection. We believe in fostering inclusive spaces that encourage creativity, resilience, and a sense of belonging.

Our Pillars:

Community

Purpose

Trust

Education



3

Turning Input Into Impact

Blake Doyle Skatepark

- Led advocacy and engagement for Blake Doyle Skatepark
- Now one of the most used parks in Pensacola
- Built through community input and partnership with the City
- We understand process, patience, and public partnership



4







5







6

Local Roots

“This park gave us a place to belong.”

- Student
- Mentor
- Advocate
- Today



7







8

Why We're Here Today

The Opportunity

- This park has served generations
- Usage, standards, and expectations have evolved
- There is an opportunity to ensure it continues to serve the community well into the future
- This is about listening first, not pushing a project



9

What We are Proposing

Phase 1: Listen and Learn

- Gauge community interest
- Identify needs, desires, and concerns
- Understand how park is used today
- Inclusive of all community members



10

Community Engagement

IF interest exists

- Public community meeting
- Online survey
- Broad outreach (youth, parents, adults, neighbors)
- Outcome: a shared, community-driven vision for the park



11

From Input to Vision

What happens with the feedback?

- Compile and summarize engagement results
- Present findings to the Board and City
- If appropriate, work with a landscape architect and skatepark designer
- Develop conceptual designs only
- Purpose: help the community visualize possibilities



12

Cost and Risk

What this is NOT

- Not a construction request
- Not a funding request
- Not a commitment to build



13

Cost and Risk…

What this IS

- Initial outreach, engagement, and conceptual work
- No cost to the City
- Fully covered by Upward Intuition



14

Our Role

How We See Ourselves

- A bridge between the City and park users
- Active or supporting role — City-led at all times
- Focused on quality, inclusivity, and long term value



15

What We're Asking For

Today's Ask

- Support to begin listening to the community
- Alignment to explore interest, not decisions
- Permission to share findings back with the Board



16

Thank You

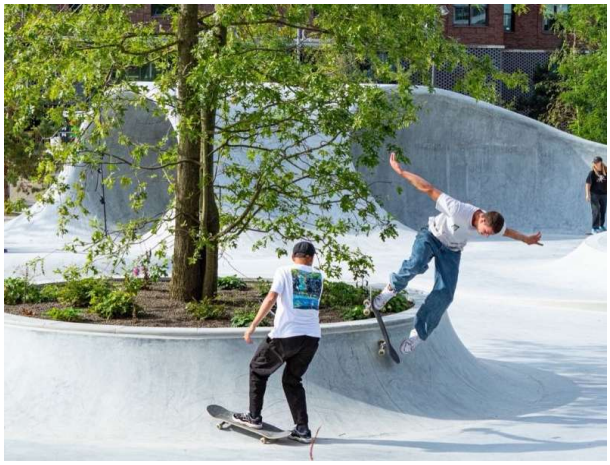
Final Thoughts

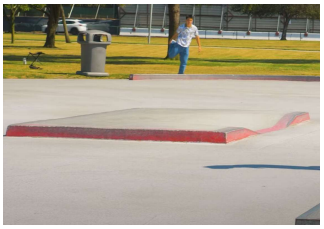
- This park has meant a lot to many people
- There is an opportunity to do something special, together
- We're grateful for your time and consideration



17

CASE STUDIES







18



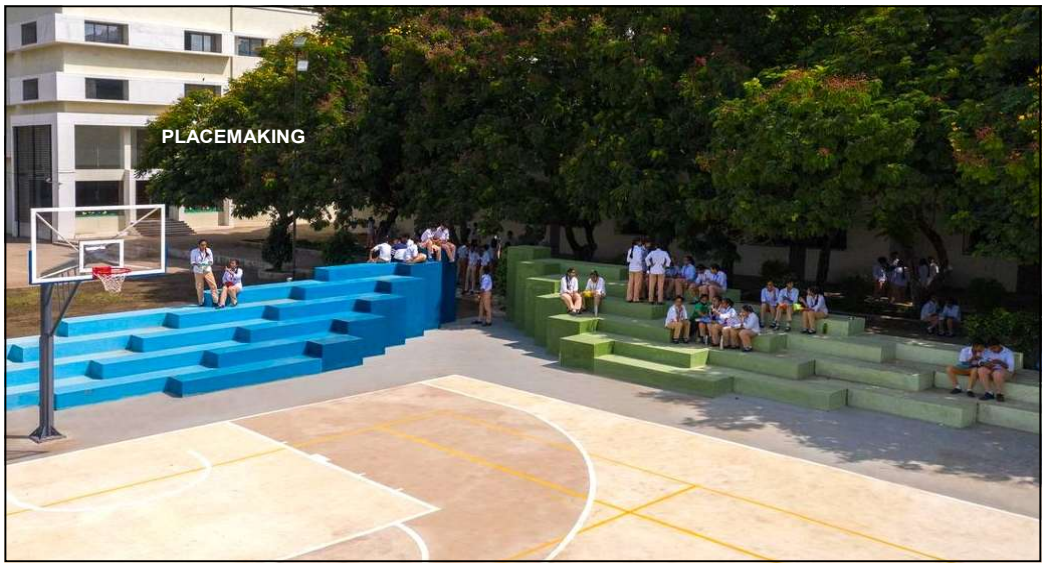
19



20



21



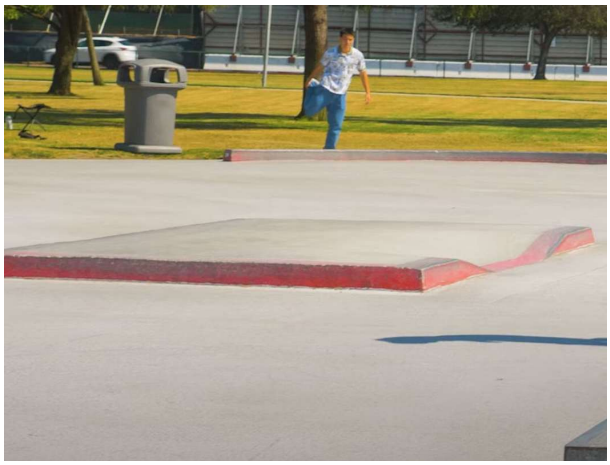
22



23



24







25

MINUTES

Advisory Park Board Meeting
February 12, 2026 at 7:00 PM
Gulf Breeze Community Center
800 Shoreline Drive
Gulf Breeze, FL 32561

The Advisory Park Board Meeting of the City of Gulf Breeze, Florida, was held at Gulf Breeze Community Center 800 Shoreline Drive on February 12, 2026. The meeting was called to order at 7:00 PM.

1. ROLL CALL

BOARD MEMBERS PRESENT:	Lynn Howe, Vici Papajohn, Robert Turpin, Bill Wein, Ingrid Hewette, and Christian Williams Board Alternate Christian Williams was in attendance
BOARD MEMBERS ABSENT:	None

2. AGENDA ITEMS

a) Overview of Shoreline Skate Park and Alternative Locations

Existing Site_Alternate Sites_Reg Park Comparison

Reference: Parks & Recreation Director memo dated February 6, 2026

Recommendation: No formal action is requested at this time. Staff is seeking feedback, discussion, and general direction from the Advisory Park Board to help inform future planning and outreach efforts.

The Director of Parks and Recreation, Roger Jackson, outlined the purpose of the meeting as gathering public input on improving facilities for non-motorized wheeled activities and obtaining Board direction on next steps. Mr. Jackson provided an overview of the current skate park, including the existing features and conditions.

Potential location options were reviewed, including improvements to the existing site and two alternative locations. An alternate location near the dog park/Shoreline South entrance was discussed for its larger footprint and natural setting, with considerations related to cost, parking impacts, and maintenance. A second alternative site at the Fairpoint vacant lot was discussed as a potential neighborhood park location, with concerns about compatibility with surrounding residential uses, parking needs, and overall site constraints.

Following the overview, the floor was opened for questions, and the presentation was turned over to Upward Intuition.

b) Concepts and Insights by Upward Intuition

Ira Rowe and Upward Intuition representatives presented a conceptual vision for a modern, inclusive, multi-use skate space, supported by a concept video. The presentation emphasized all-wheeled use, community gatherings, and integration with park amenities, as well as the importance of public input.

Discussion included the current regional demand for skate facilities and limitations of the existing skate park. The group outlined a vision to redevelop the space as an integrated "urban landscape" rather than a traditional skate-only facility and described their role as coordinating with qualified designers to ensure proper design, safety, and functionality.

Key topics included youth engagement, accessibility, and creating a space that serves a broad range of users. Design considerations discussed included accommodating multiple skill levels, incorporating features such as street elements and pump tracks, and evaluating whether the facility should function as a neighborhood amenity or regional destination.

Alan Lewis provided an architectural perspective, highlighting trends toward integrated, nature-based design, connectivity with existing park features, and the incorporation of art, sustainability, and shared community space.

Presentation

c) Public Input

The following citizen(s) spoke during public input: Thomas Landrum, Rip Hanks, Tommy White, Ben Carpenter, Ethan Hutch, Brian McKinney, Corey Smith, Reese Rinky, Mike Cohen, Peter McIvers, Eric Becker, Oliver, Jen Ling, Red Markey, Tony, Russell Stark, Richard Nall, and AC Cole. The speaker sign-in sheet is attached.

Overall comments included:

- Support expressed for a redesigned, more functional skate facility serving all skill levels.
- Suggestions included a "sugar bowl" concept that separates beginner and advanced areas and helps contain noise.
- Concerns raised regarding overall parking capacity and preserving boat ramp/trailer parking and other water-dependent uses.

Speaker Sign-in sheet

d) Board Discussion and Direction

Board members emphasized the importance of considering nearby residents' concerns, including flood risk, protection of bear habitat, and preservation of existing parking, particularly for boaters. The Board also highlighted the need to support inclusion of non-traditional athletes and youth who do not participate in team sports.

A general preference was expressed for improving the existing site, citing the availability of restrooms, parking, and its location within a multi-sport area. Concerns were noted regarding alternative locations, particularly regarding residential proximity and limited parking.

The Board identified safety, accessibility, and environmental stewardship, including tree preservation, as key priorities. Members also discussed the need to define the City's role within the regional skate park network to ensure it complements, rather than absorbs, broader regional demand.

Additional considerations included potential reuse of existing concrete materials and the importance of establishing a clear plan for long-term maintenance and life-cycle costs.

The Board discussed a possible citizen survey. The City Manager advised that due to multiple ongoing citywide surveys, additional formal surveying is not recommended at this time. Instead, she suggested using social media outreach to encourage continued public participation at Park Board meetings.

She further outlined the City's standard process: establish project goals and user needs first, then have staff develop conceptual designs and probable cost estimates, identify potential funding sources and partnerships, and ultimately update the Capital Improvement Plan and bring recommendations to Council.

The Board expressed a desire to formally engage Upward Intuition in coordination with city staff to prepare two to three conceptual design options for a modern, safe, and inclusive skate park at the existing site, including consideration of user groups and features identified in public input. These concepts would be accompanied by preliminary cost ranges and presented at a future meeting for Board review and additional public comment, with the intent of narrowing options and forming a clear recommendation to the City Council.

Ingrid Hewette made a motion
to communicate with Upward Intuition on design options and ideas, and bring those back to the board for further discussion on remodeling the current skate park. Bill Wein seconded the motion. The vote for approval was 6 - 0 unanimous.

Mr. Howe noted that the fence at the skateboard park was the main negative aspect of the current setup.

Lynn Howe made a motion to remove the fence around the skate park as soon as possible. Ingrid Hewette seconded the motion. The vote for approval was 6 - 0 unanimous.

3. <u>ADJOURNMENT</u>

The meeting was adjourned at 9:05 pm

_____

Leslie A. Guyer, MMC, City Clerk

Existing Location

Shoreline Park North / Sunset Skate Park




















SUNSET SKATE PARK
DEDICATED TO THE MEMORY OF
Lindsey Sara Moore
1985–2004


City of Gulf Breeze
SUNSET SKATE PARK RULES
• Proper Use of Protective Helmet – Required. Pads – Strongly Recommended BICYCLES AND SCOOTERS NOT ALLOWED. The facility is designed for skateboards and online skates only. Violations will result in loss of privileges.
• ENTER AT YOUR OWN RISK. Be Alert. Flying objects and bodies are not uncommon.
• NO OBSTACLES, OTHER MATERIALS, GLASS, FOOD OR DRINK INSIDE OF SKATE PARK FENCE.
• STICKERS OR GRAFFITI ARE NOT PERMITTED AND WILL RESULT IN CLOSURE OF THE FACILITY.
• SPECTATORS watch from outside fence boundaries. ONLY PERSONS PARTICIPATING IN SKATEBOARDING OR ROLLER BLADING ALLOWED IN SKATE PARK.
• ALCHOHOL, TOBACCO PRODUCTS, AND DRUGS ARE PROHIBITED. Failure to comply with these rules will result in loss of park privileges and a report to the Gulf Breeze Police Department.
• PROFANE OR ABUSIVE LANGUAGE NOT ALLOWED. Use of any profanity will result in loss of park privileges.
• KNOW YOUR ABILITIES AND SKATE WITHIN THEM. Exercise common sense and general courtesy to others.
• NO LOUD MUSIC OR LOUD NOISES. Be respectful to other park users in the same vicinity such as children's park and tennis courts.
• REC STAFF are here to help ensure your safety and enjoyment. They have the authority to enforce all rules including loss of park privileges. All city ordinances and park rules are enforced.
• SKATE PARK HOURS: Monday – Saturday 7:30 a.m. – DARK .
Sunday 11:00 a.m. – 5:00 p.m.
DEPARTMENT OF PARKS & RECREATION
800 SHORELINE DR. GULF BREEZE, FL Main Office (850) 934-5140

Alternate Location

Shoreline park south entrance near bark park







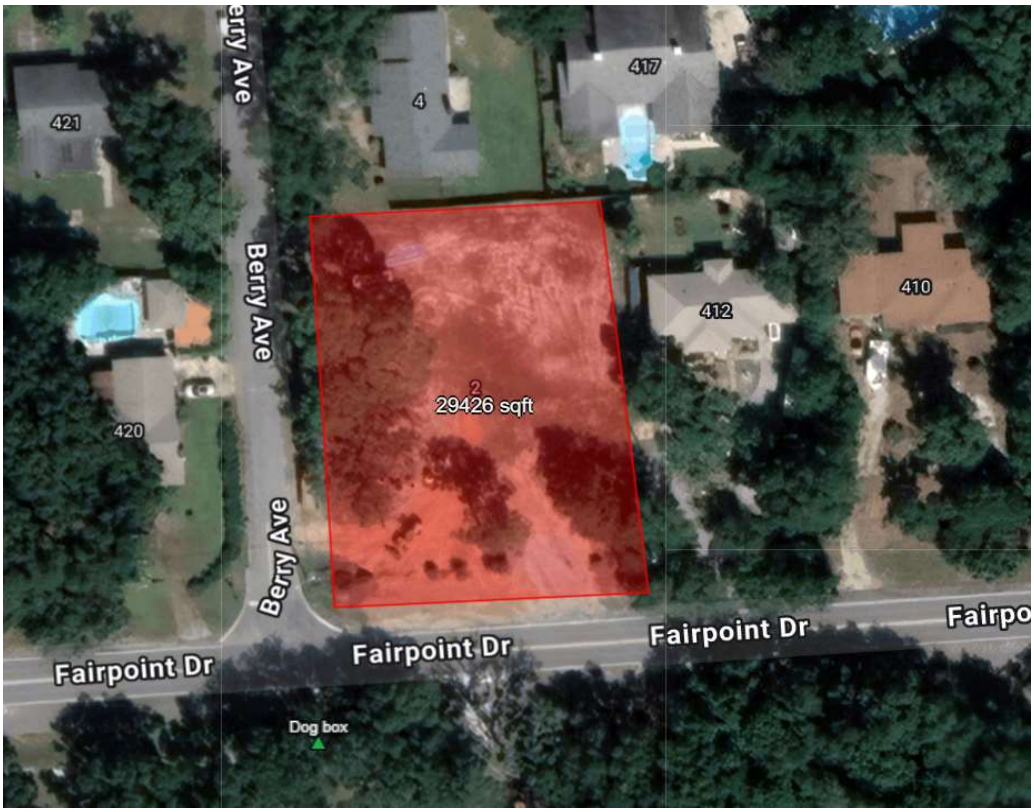





BARK PARK
ALLEY

Alternate Location

Berry Ave and FairPoint Dr Lot







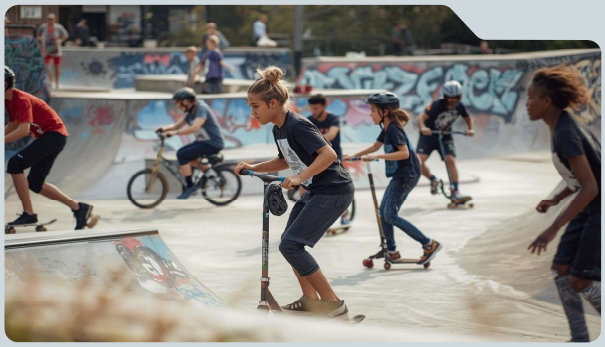




Regional Skate Park Comparison

Facility	Year (Age)	Approx. Size	Feature Complexity
Fort Walton Beach Skatepark	2015 (Bowl added 2017)	18,000 sq. ft.	Moderate – bowl + street elements
Steve Morgan Skatepark (Milton)	2007 (Upgraded)	8,000 sq. ft.	Moderate–High – large bowl, varied terrain
Milton BMX Pump Track	2022	25,000 sq. ft.	Low–Moderate – pump track only
Blake Doyle Skatepark (Pensacola)	2023	25,000 sq. ft.	High – beginner area, plaza, flow
Foley Skate Park	2012	6,000 sq. ft.	Low–Moderate – basic street features
Gulf Shores Skatepark	2006	6,500 sq. ft.	Moderate – modular concrete layout

Special Advisory Park Board

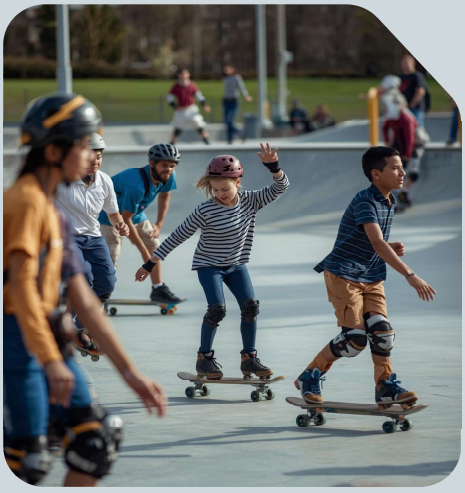




Presented by
Roger Jackson
Parks & Recreation Director

Importance of Wheeled Facilities

The City of Gulf Breeze continues to evaluate opportunities to enhance recreational amenities that serve residents of all ages. Wheeled, non-motorized recreational facilities—such as skate parks and related spaces—are an important component of the City's parks system and provide recreational, social, and physical benefits to the community.



Purpose

This Special Meeting is intended to initiate a focused discussion with the Advisory Park Board regarding community engagement strategies related to potential improvements or enhancements to wheeled, non-motorized recreational facilities, including the Sunset Skate Park.

Discussion Focus

Assessing current facility conditions for wheeled recreational areas

Evaluate current conditions to ensure safety and usability.

Engaging the community, especially youth and families

Foster participation to understand community needs and preferences.

Evaluate potential site location

Look at other potential locations for wheeled recreational use

Outlining next steps for ongoing dialogue and actions

Plan future meetings to maintain momentum and collaboration.

Overview of Existing Facilities

EVALUATING OUR COMMUNITY'S RECREATION OFFERINGS

Our local parks feature of **wheeled, non-motorized recreation** facilities, including skate park, the MUP, and community spaces that foster active lifestyles and engagement.



Assessing Current Conditions

Shoreline Park North Sunset Skate Park



- Constructed: 2004
- Dedicated: Lindsey Sara Moore
- 5,500 Square feet
- Open: Monday - Friday 7:30 AM - DARK
  Sunday 11:00 AM - 5:00 PM
- Visitors: All ages/ Youth to Adults
- Outdoor/No lighting

Assessing Current Conditions

Shoreline Park North
Sunset Skate Park



The existing skate park is located off Sunset Drive, tucked alongside the outdoor basketball and tennis courts. The current layout is approximately 5,500 square feet of fenced-in area and includes seven notable skating features. These include two drop-in quarter pipes that run the length of the park on both sides. In addition, there are five tabletop-style features with unique elements: a central feature with an elevated grind rail, one with a stair and rail combination, two that function as a mini quarter pipe, and one with grindable lips.

Assessing Current Conditions

Sunset Skate Park













Evaluate potential site location

In addition to the existing skate park, the City may consider evaluating other potential locations that could better serve the community and support long-term recreational needs. Alternative sites could offer opportunities for improved accessibility, expanded space, reduced impacts on surrounding uses, and the ability to design a facility that reflects current best practices.

Key Considerations

SAFETY

Ensuring the safety of all users is paramount. Facilities must be designed with high-quality materials and regular maintenance to prevent accidents and injuries.

ACCESSIBILITY

Access for everyone is essential. Facilities should be inclusive, accommodating individuals with different abilities and ensuring ease of use for all community members.

ENVIRONMENTAL IMPACT

Projects should prioritize sustainability, minimizing ecological footprints through the use of environmentally friendly materials and practices that protect local ecosystems during construction and operation.

Staying Home

Using the Existing Location

Pros

- Established Parking/ Restrooms
- Familiarity
- Lower Cost
- Space to Expand 5,000 sq. ft.

Cons

- Limited design Ideas
- Lost in the Mix



Alternate Location

Shoreline Park South

Pros

- Unique space
- Parking accommodations available
- Approximately 10,000 Square Feet
- Near trail access

Cons

- Increased cost/Clearing under brush
- Limited layout/designs by trees
- Lose trailer parking (Approx. 9 spots)
- Routine Maintenance hardships



Alternate Location

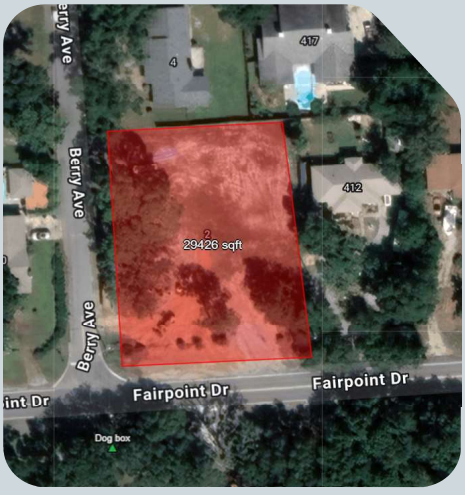
Berry/Fairpoint Lot

Pros

- Adequate Space (20,000 Square Feet)
- Lot is already cleared
- Land needs a purpose

Cons

- Residental location
- Neighboring disruptions
- Parking



Discussion Questions for the Board





CITY OF GULF BREEZE
ADVISORY PARK BOARD – SPECIAL MEETING
February 12, 2026, 7:00 pm
Gulf Breeze Community Center
Speaker Sign-In Sheet

Date: February 12, 2026 **Time:** 7:00 p.m.
Location: Gulf Breeze Community Center

Comments will be called in sign-in order

#	Print Name	Street Address	Zip Code
1 ✓	Thomas Landrum	422 Dolphin Street	32561
2 ✓	Rip Hanks	4270 Walden Way GB	32563
3	[redacted]		
4 ✓	Tommy White	438 York St	32561
5 ✓	ASD		
6 ✓	Blake Ruiz	415 Montrose Blvd	32561
7 ✓	Ben Coppenger	3260 Bayou Blvd	32503
8 ✓	Ethan Hunt	224 E Garden St Apt 411	32502
9 ✓	Brian McKinney	4184 Madera Rd.	32563
10 ✗	Mike Wood		
11 ✓	Ben Brumfield		
12 ✓	Corey Smith		
13 ✓	Kaya Rinke	111 Sabine Dr.	32561
14 ✓	Guy Stevens	3855 Fielding Ct.	32571
15 ✓	~~Jeff Schmitt~~		
16 ✓	Peter McIver	416 Montrose.	32561
17 ✓	Michael Cohen	501 E Burgess Rd B3 Pensacola FL	32504

This is a public meeting conducted in accordance with Florida's Government in the Sunshine Law. This sign-in sheet is a public record pursuant to Chapter 119, Florida Statutes, and information provided may be subject to public disclosure.

CITY OF GULF BREEZE
ADVISORY PARK BOARD – SPECIAL MEETING
February 12, 2026, 7:00 pm
Gulf Breeze Community Center
Speaker Sign-In Sheet

✓	Eric Becker	3638 Morningtide Dr Gulf Breeze	32563
✓	Oliver Schmitz	30263 Rest Retreat Dr Pensacola	32506
✓	Chad Emling	3 San Carlos ave GB	
✓	Bryn Markey	1153 Sunset Ln	32563
✓	Anthony Blanda	110 San Carlos Ave	32561
✓	Russell Stark	704 E S.	
✓	Richard Nall	208 Williamsburg Dr	32561
✓	AC Cold		

This is a public meeting conducted in accordance with Florida's Government in the Sunshine Law. This sign-in sheet is a public record pursuant to Chapter 119, Florida Statutes, and information provided may be subject to public disclosure.

Memorandum

To: Samantha D. Abell, City Manager

From: Roger Jackson, Parks & Recreation Director

Date: April 28, 2026

Subject: Staff Project Updates for Parks and Recreation

DISCUSSION:

Mariners Landing:

- Sunset Promenade substantially complete
- Two (2) trailered portable restrooms purchased and installed
- Educational signage installed
- Park rule signage installed
- Mariners Landing Northpoint rental program under consideration
- One (1) year landscaping maintenance agreement in place
- Mariner-themed art piece installed for May 4 unveiling
- Food truck operations planned to begin June 1 in coordination with the snapper season

Woodland Park:

- Recreational Fishing Project Notice to Proceed (NTP) issued March 9, 2026
- 365-day contract duration (estimated completion: March 9, 2027)
- Empire Builders Group is currently in the permitting and submittal phase

Skate Park Improvements (Shoreline North):

- Continued coordination with design consultants
- Staff met with Upward Intuition on April 23 to discuss next steps
- Initial design concepts to be developed and presented to the Advisory Park Board
- Estimated construction cost: approximately $65 per square foot
- Advisory Park Board will advise City Council on a future design concept

850.934.5115 • FAX 850.934.5114
P.O. BOX 640 • 1070 SHORELINE DRIVE • GULF BREEZE, FLORIDA 32562-0640

• City Council will then vote to amend the Ten-Year Capital Improvement Plan (CIP) to include the project schedule and proposed funding sources
• City staff will then pursue funding sources within the schedule set in the CIP

Community Center Front Entrance Repairs and Painting:
• RFP advertised: April 16
• Pre-proposal meeting: April 28
• Inquiry deadline: May 15
• Submittal deadline: May 21
• Evaluation committee meeting: May 26
• Presentations: June 2
• Anticipated award: June 15

Community Center Generator Replacement:
• RFP advertised: April 21
• Pre-proposal meeting: May 5
• Inquiry deadline: May 15
• Submittal deadline: May 21
• Evaluation committee meeting: May 26
• Presentations: June 3
• Anticipated award: June 15

RECOMMENDATION:
This item is presented for informational purposes. Staff will continue to provide updates as projects progress.

Memorandum

To: Samantha D. Abell, City Manager

From: Roger Jackson, Parks & Recreation Director

Date: April 28, 2026

Subject: Gulf Breeze Landmark Art Program

BACKGROUND:
To celebrate Gulf Breeze's 50th anniversary, the City initiated the Gulf Breeze Landmark Art Program and commissioned five signature public art landmarks throughout Gulf Breeze. There have been four art installations placed between 2011 and 2026, each representing a decade of community history.

The program, led by the Gulf Breeze Art Committee under the direction of Dr. Steve Zieman, has been privately funded and has expanded into a broader effort to incorporate public art throughout the city.

DISCUSSION:
These installations serve as:

- Cultural landmarks
- Placemaking elements within parks and public spaces
- Visual storytelling of the City's identity and history

The Board is asked to discuss:

- Opportunities to integrate whimsical art into parks and trails
- Coordination with the Heritage Trails and Historical Marker Program
- Future locations or themes for additional installations

RECOMMENDATION:
That the Advisory Park Board provide feedback on the continued integration of public art within the Parks and Recreation system and alignment with future park planning initiatives.

850.934.5115 • FAX 850.934.5114
P.O. BOX 640 • 1070 SHORELINE DRIVE • GULF BREEZE, FLORIDA 32562-0640

Memorandum

To: Samantha D. Abell, City Manager

From: Roger Jackson, Parks & Recreation Director

Date: April 28, 2026

Subject: Historical Marker Program & Heritage Trails Initiative

---

REQUEST:
That the Advisory Park Board review and provide feedback on proposed historical marker concepts as part of the City's Historical Marker Program and Heritage Trails Initiative, and recommend approval for submission to the State of Florida Division of Historical Resources.

BACKGROUND:
As identified in the Mayor and City Council's 5-Year Strategic Plan Update, the Parks and Recreation Department is initiating a Historical Marker Program as a component of a broader Heritage Trails Initiative. This effort is designed to preserve, interpret, and share the City's history through publicly accessible signage and connected trail experiences.

To support this initiative, staff have developed a preliminary list of historical marker concepts highlighting key locations and themes throughout Gulf Breeze. These include:

- Deadman's Island
- Gulf Breeze's First Police Marshal
- Gulf Breeze Fire Department
- Mark X. & E. Louise Benson
- City Hall
- Inaugural Sidewalk
- Recreational Building
- Gulf Breeze Library

These concepts are supported by historical research from national and local sources, including the Library of Congress, the National Archives, local publications, and the Gulf Breeze Area Historical Society.

In conjunction with this effort, the City is pursuing designation as a Certified Local Government (CLG), which may provide eligibility for historic preservation grant funding and support future heritage initiatives.

DISCUSSION:
The Advisory Park Board is requested to review the proposed historical marker topics and approve their appropriateness based upon:

- Historical accuracy and completeness
- Community relevance and storytelling value
- Opportunities for additional sites or narratives
- Integration into a future Heritage Trails network

Feedback has been collected through the Heritage Trails Program Coordinator and Recreation Manager, Madison Simmons. This initial set of eight markers is intended to launch the program, with additional phases anticipated.

FINANCIAL IMPACT:
No immediate financial impact. Future phases may include grant-funded opportunities through CLG designation and other historic preservation programs.

RECOMMENDATION:
That the Advisory Park Board approve the proposed historical markers as part of the City's Historical Marker Program and Heritage Trails Initiative, and recommend approval for submission to the State of Florida Division of Historical Resources.

ATTACHED:
Gulf Breeze 8 Historical Markers_rv

Gulf Breeze Historical Markers

City Hall Marker

The first survey of Gulf Breeze as a documented settlement occurred in 1828. Settlements along its coves were called Deer Point, Fair Point, Town Point, and Gulf Breeze. Its early name came from its largest settlement, Town Point, since the 1870s. In 1961, the community voted to establish its own charter as an incorporated city. The new city was named Gulf Breeze after the post office and popular fish camp east of the Bob Sikes Bridge.



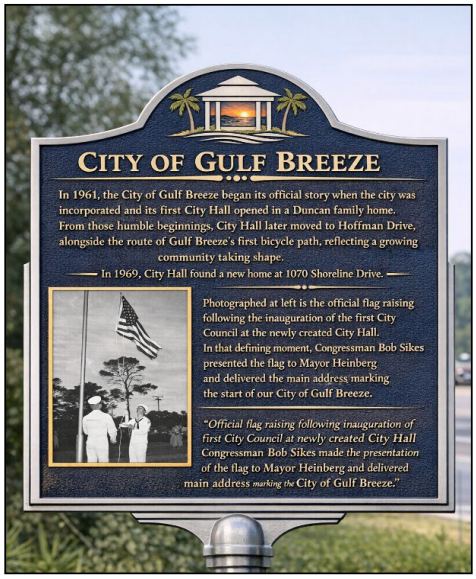
The first City Hall opened in a Duncan family home on Fairpoint Drive. City Hall later moved to Hoffman Drive, alongside the route of Gulf Breeze's first bicycle path on Fairpoint, reflecting a growing community taking shape. In 1969, City Hall relocated to 1070 Shoreline Drive.

Photographed on the left is the official flag-raising following the inauguration of the first City Council at the newly created City Hall. In that defining moment, Congressman Bob Sikes presented the flag to Mayor Heinberg and delivered the main address, marking the beginning of the City of Gulf Breeze.

"Official flag raising following inauguration of first City Council at newly created City Hall, Congressman Bob Sikes made the presentation of the flag to Mayor Heinberg and delivered the main address marking the start of our City of Gulf Breeze." Cited from Gulf Breeze Area Historical Society Presentation.

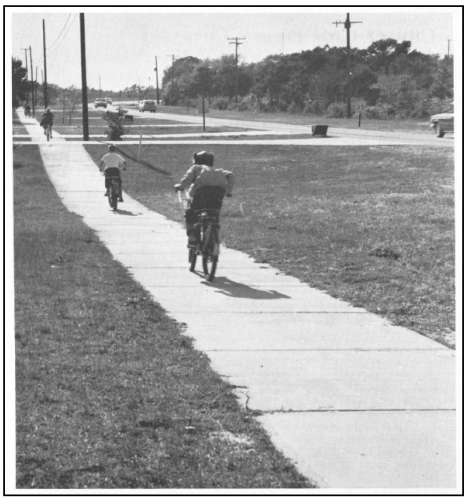
Source: The Sentinel (1962).

Conceptual Illustration/Layout (left)



Sidewalk Marker

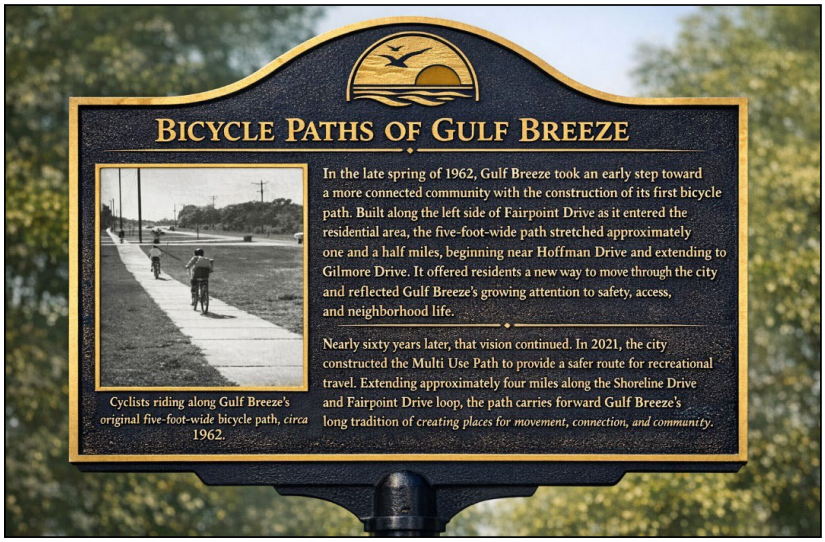
In the late spring of 1962, Gulf Breeze took an early step toward a more connected community with the construction of its first bicycle path. Built along the left side of Fairpoint Drive as it entered the residential area, the five-foot-wide path stretched approximately one and a half miles, beginning near Hoffman Drive and extending to Gilmore Drive. It offered residents a new way to move through the city and reflected Gulf Breeze's growing attention to safety, access, and neighborhood life.



Nearly sixty years later, that vision continued. In 2021, the city constructed the Multi-Use Path to provide a safer route for recreational travel. Extending approximately four miles along the Shoreline Drive and Fairpoint Drive loop, the path carries forward Gulf Breeze's long tradition of creating places for movement, connection, and community.

Source: The Sentinel (1962).

Illustration/Layout:



Recreational Building

In 1962, the young City of Gulf Breeze was gifted a surplus building from Naval Air Station Pensacola. Moved piece by piece from the base, it became the city's first recreation building, and quickly, its heartbeat.

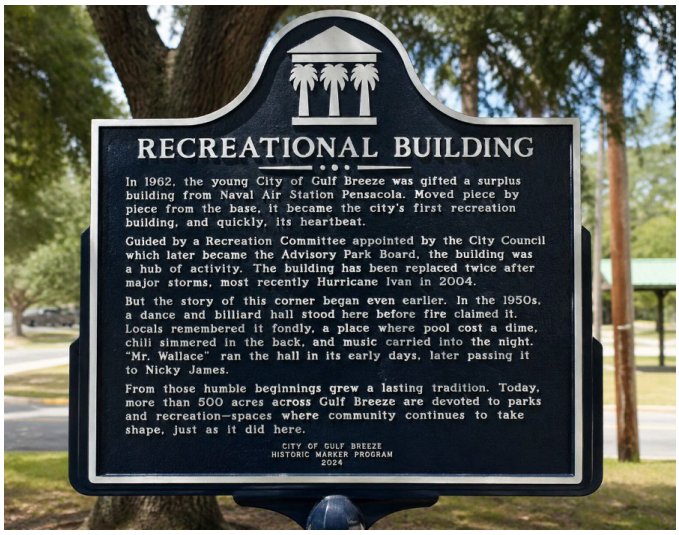
Guided by a Recreation Committee appointed by the City Council, which later became the Advisory Park Board, the building was a hub of activity. The building has been replaced twice after major storms, most recently Hurricane Ivan in 2004.

But the story of this corner began even earlier. In the 1950s, a dance and billiard hall stood here before fire claimed it. Locals remembered it fondly, a place where pool cost a dime, chili simmered in the back, and music carried into the night. "Mr. Wallace" ran the hall in its early days, later passing it to Nicky James.

From those humble beginnings grew a lasting tradition. Today, more than 500 acres across Gulf Breeze are devoted to parks and recreation spaces where the community continues to take shape, just as it did here.

Source: The Sentinel (1962)

Conceptual Illustration/Layout:



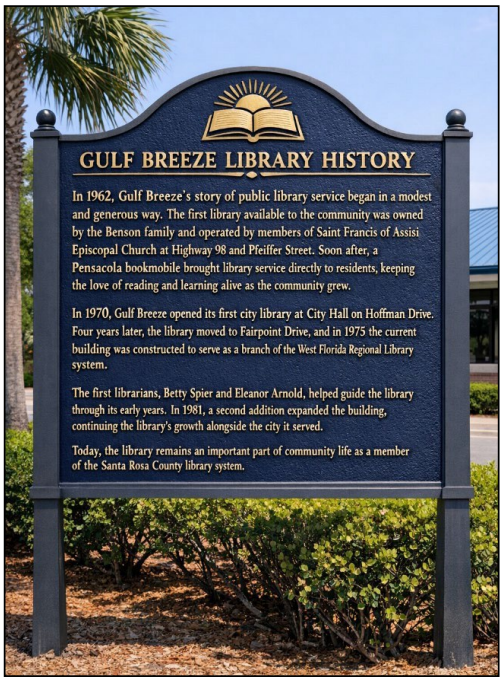
Gulf Breeze Library

In 1962, Gulf Breeze's story of public library service began in a modest and generous way. The first library available to the community was owned by the Benson family and operated by members of Saint Francis of Assisi Episcopal Church on Highway 98 and Pfeiffer Street. Soon after, a Pensacola bookmobile brought library service directly to residents, keeping the love of reading and learning alive as the community grew.

In 1970, Gulf Breeze opened its first city library at City Hall on Hoffman Drive. Four years later, the library moved to Fairpoint Drive, and in 1975, the current building was constructed to serve as a branch of the West Florida Regional Library system.

The first librarians, Betty Spier and Eleanor Arnold, helped guide the library through its early years. In 1981, a second addition expanded the building, continuing the library's growth alongside the city it served.

Today, the library remains an important part of community life as a member of the Santa Rosa County library system.



Cited from Gulf Breeze Area Historical Society Presentation.

First Police Marshall Herbert "Herb" Theodore Forsyth Sr.

With the establishment of Gulf Breeze in 1961, there was growing concern about protection within the city. As the City implemented its police department, it also adopted its first police officer. On August 17, 1961, Herbert "Herb" Theodore Forsyth Sr. became the first police officer for the city.



Prior to Officer Forsyth's service for the Gulf Breeze Police Department, Herb served in World War II. After his service in the war, he became a sheriff's deputy in Santa Rosa County. In his 8 years of service, Herb made great strides, answering 40 complaint calls each month and driving an average of 3,500 miles a month to ensure the entire city was protected.

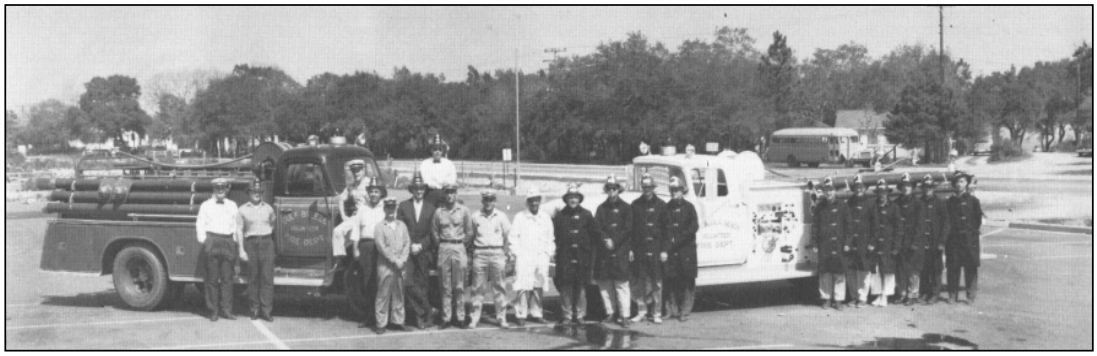
However, in 1969, the small city was deeply affected by the tragic death of 15-year-old Suzanne Stauffer, a case that placed significant strain on the local police department and the community.

At the time, law enforcement resources were limited, and the County Sheriff's Office lacked experienced leadership. As the investigation unfolded, tensions within the community increased, adding further pressure on those involved. Officer Herb Forsyth, who served during this difficult period, left the department later that year.

Those who knew Officer Forsyth remember him not only as a law enforcement officer, but also for his involvement with local youth. He personally supervised the Patrol Boys at the school, providing badges and surplus helmets, and was a familiar presence in the community. The stress of the era, combined with limited institutional support, is remembered as having taken a toll on his health. Officer Forsyth passed away in 1971 at the age of 46.

The current Police Station and City Services Annex was constructed in 2024, replacing the original firehouse and a modified home that had served as police headquarters since 1985.

Gulf Breeze Fire Station



Before Gulf Breeze was incorporated in 1961, local residents had already organized to protect their community. In 1955, the Gulf Breeze Volunteer Fire Department was established as a nonprofit organization, providing fire protection before the city itself existed.

Without municipal funding, the department faced an early challenge: it could not afford a fire truck. Through fundraisers and membership drives, the community came together, and in 1957, the department purchased its first truck.

As Gulf Breeze grew after incorporation, public safety services expanded with it. The fire station and police department became neighboring institutions, reflecting the city's continuing commitment to protect and serve the community.



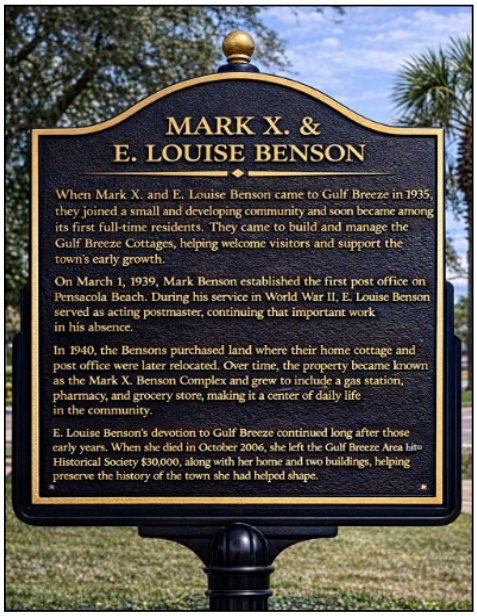
Mark X. Benson and E. Louise Benson

When Mark X. and E. Louise Benson came to Gulf Breeze in 1935, they joined a small, developing community and soon became among its first full-time residents. They came to build and manage the Gulf Breeze Cottages, helping welcome visitors and support the town's early growth.

On March 1, 1939, Mark Benson established the first post office on Pensacola Beach. During his service in World War II, E. Louise Benson served as acting postmaster, continuing that important work in his absence.

In 1940, the Bensons purchased land on which their home cottage and post office were later relocated. Over time, the property became known as the Mark X. Benson Complex and grew to include a gas station, a pharmacy, and Friendly Service, which was recognized as Gulf Breeze's first grocery store. Later, a Tastee Freeze was added, making the complex a center of daily life and one of the community's earliest commercial hubs. Like many Tastee Freeze locations of the era, it served hamburgers, fries, milkshakes, and soft-serve treats, becoming a popular gathering spot for local families, students, and travelers heading to Pensacola Beach.

E. Louise Benson's devotion to Gulf Breeze continued long after those early years. When she died in October 2006, she left the Gulf Breeze Area Historical Society $30,000, along with her home and two buildings, helping preserve the history of the town she had helped shape.

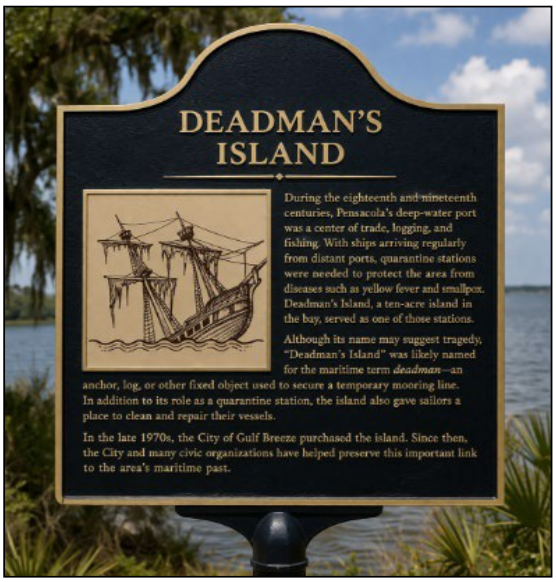


Deadman's Island

During the eighteenth and nineteenth centuries, Pensacola's deep-water port was a center of trade, logging, and fishing. With ships arriving regularly from distant ports, quarantine stations were needed to protect the area from diseases such as yellow fever and smallpox. Deadman's Island, a ten-acre island in the bay, served as one of those stations.

Although its name may suggest tragedy, "Deadman's Island" was likely named for the maritime term Deadman—an anchor, log, or other fixed object used to secure a temporary mooring line. In addition to its role as a quarantine station, the island provided sailors with a place to clean and repair their vessels.

In 1977, the City acquired part of the island through donation. In 2014, the city purchased the remaining property for $430,685 to control development. Since then, the City and its partners, including the Army Corps of Engineers, University of West Florida, and many civic organizations, have helped preserve this important link to the area's maritime past.



Memorandum

To: Samantha D. Abell, City Manager

From: Roger Jackson, Parks & Recreation Director

Date: April 28, 2026

Subject: Florida Trail Town Designation by the Florida Department of Environmental Protection – Program Overview and Next Steps

BACKGROUND:
The City of Gulf Breeze has recently been designated a Florida Trail Town by the Florida Department of Environmental Protection (FDEP) as part of its Office of Greenways and Trails initiative. This designation reflects the City's commitment to enhancing outdoor recreation, connectivity, and trail-based economic and community development.

DISCUSSION:

The Florida Trail Town Program is a statewide initiative administered by FDEP that recognizes communities located along or near long-distance trails, such as the Florida National Scenic Trail, that actively support and promote trail users.

The program is designed to:

- Encourage trail-friendly communities that provide safe and welcoming access for hikers, cyclists, and paddlers
- Promote local economic development through outdoor recreation and eco-tourism
- Foster connections between trails and local businesses, parks, and cultural resources
- Support infrastructure improvements such as signage, wayfinding, trailheads, and amenities

As a designated Trail Town, Gulf Breeze is recognized for its proximity to regional trail systems, existing park and waterfront assets, and ongoing efforts to expand recreational opportunities. This designation positions the City to:

- Strengthen grant competitiveness for future trail and recreation funding opportunities
- Enhance branding and marketing as an outdoor recreation destination
- Integrate trail-oriented initiatives such as the Heritage Trails and Historical Marker Program
- Improve connectivity between parks, neighborhoods, and waterfront access points

Staff will provide an overview of the designation process, criteria met by the City, and potential opportunities moving forward, including partnerships, signage, and programming enhancements.

Memorandum

To: Samantha D. Abell, City Manager

From: Roger Jackson, Parks & Recreation Director

Date: April 28, 2026

Subject: Recreation Trails Program (RTP) 2026 Grant Application Submittal for Trail Connectivity and Pedestrian Safety Improvements

BACKGROUND:
The Florida Department of Environmental Protection (FDEP) Recreational Trails Program (RTP) provides funding assistance for the development and enhancement of public trail systems. The City previously submitted an RTP grant application in 2025 for the Senior Loop By-Pass Trail project, which ranked 6th out of 25 applications. Funding was awarded to the top four highest-scoring projects.

DISCUSSION:
Staff will pursue the RTP grant again in 2026, with the application cycle open from April 13 through May 28, 2026. The project will be refined and resubmitted to strengthen its competitive ranking and secure funding.

This grant opportunity aligns with the City's continued efforts to expand connectivity within the Parks and Recreation trail network, enhance pedestrian safety, and improve access to recreational amenities.

Staff will continue coordinating internally and with partners to strengthen the application, including updates to project scope, cost estimates, and supporting documentation.

RECOMMENDATION:
This item is for informational purposes. No action is required.

850.934.5115 • FAX 850.934.5114
P.O. BOX 640 • 1070 SHORELINE DRIVE • GULF BREEZE, FLORIDA 32562-0640

Memorandum

To: Samantha D. Abell, City Manager

From: Roger Jackson, Parks & Recreation Director

Date: April 28, 2026

Subject: Frontier Land Initiative

REQUEST:
That the Advisory Park Board recommend that staff proceed with preliminary design and site evaluation for the Frontier Land concept.

BACKGROUND:
Staff is proposing the development of a "Frontier Land" area connected to the City's existing trail system. This concept is envisioned as a nature-based play and exploration zone that encourages outdoor recreation through interactive, low-impact elements.

DISCUSSION:
The Frontier Land concept incorporates adventure-style features constructed primarily from natural materials, including:

- Balance beams utilizing natural timber
- Stump-to-stump hopping elements
- Log fort building and creative play zones
- Climbing and exploration features integrated into the landscape

An ideal site among mature-growth trees has been identified for a future outdoor classroom at Shoreline Park South, situated between the Welcome Center and the Wetlands Trail Boardwalk. However, another location may be preferred amongst the trail system.

This initiative aligns with national trends in nature-based playground design, promoting unstructured, imaginative play while fostering a connection to the outdoors. The concept also enhances the overall trail experience by creating a destination point along the network.
Additionally, this concept may tie into the City's proposed Historical Marker Program and broader Heritage Trails Initiative, creating opportunities to incorporate educational elements, storytelling, and interpretive signage throughout the experience.

Staff is seeking Board input on the following:

- Preferred design elements and safety considerations
- Target age groups and accessibility considerations
- Integration with existing parks, trails, and amenities
- Opportunities for phased implementation and future expansion

RECOMMENDATION:
That the Advisory Park Board recommend that staff proceed with preliminary design and site evaluation for the Frontier Land concept.

Memorandum

To: Advisory Park Board

From: Samantha D. Abell, City Manager

Date: April 29, 2026

Subject: Potential Expanded Role of the Advisory Park Board in Historic Preservation Initiatives

---

BACKGROUND:
The goal of the Certified Local Government (CLG) Program is to facilitate State and local government coordination with Federal partners to promote preservation initiatives. Through the certification process, local communities make a commitment to national historic preservation standards.

On March 16, 2026, Mayor Schluter and City Council adopted the 5-Year Strategic Plan Update. The Plan's "Strategic Pillar 3" is excerpted below from pages 13-15.

C. Strategic Pillar 3
Culture, Heritage & Community Identity
Goal: Strengthen community pride and heritage tourism by making Gulf Breeze's history visible, accurate, and participatory.

Historic Context & Identity
The City will describe its history as:
"A community with documented settlement history dating to 1828, formally incorporated in the twentieth century."

This approach honors the early Native American presence, Spanish exploration, and documented land use, without overstating the incorporation timelines.

Key Actions: Historic Resource Protection

850.934.5115 • FAX 850.934.5114
P.O. BOX 640 • 1070 SHORELINE DRIVE • GULF BREEZE, FLORIDA 32562-0640

- Adopt a Historic Preservation Ordinance
- **Establish a Historic Preservation Commission (HPC), with staffing and administrative support coordinated through the Advisory Park Board**
- **Pursue Certified Local Government (CLG) status with the Florida State Historic Preservation Office**
- Establish and maintain an official, government-managed repository for historical artifacts and records
- Consider development of a welcome center on the green at Mariners Landing to support heritage tourism

Strategic Pillar 3, Section 4 further states as follows:

IV. Governance & Implementation
Cultural & Heritage Governance Framework

- Regulatory oversight and preservation guidance
- **Recreation Advisory Board (Expanded Role) to include Historic Preservation Commission (HPC)**
- Cultural programming, public engagement, and annual project recommendations
- Gulf Breeze Heritage Partnership
- A City-recognized collaboration including schools, universities, environmental organizations, and the Gulf Breeze Area Historical Society (ex officio)

The Strategic Plan lays out an implementation timeline that includes adopting the relevant Historic Preservation Ordinance and initiating the Certified Local Government application in year one. And, working to achieve the program launch and CLG status in year two. In years three through five, the city should be fully integrating heritage programming into parks and public spaces with community engagement.

DISCUSSION:
Why the Advisory Park Board is a Logical Fit

Established, Trusted Body with Historical Continuity
The Advisory Park Board has existed since around the time of the City's incorporation, providing longstanding institutional knowledge, continuity, and community credibility.

Alignment with Stewardship of Public Resources
Many of the City's historic resources—including parks, waterfronts, civic spaces, trails, and cultural landscapes—naturally align with the Board's current mission.

Administrative Efficiency and Reduced Redundancy
Utilizing an existing board avoids the need for additional staffing, recruitment, appointments, training, and separate meeting administration associated with a new board or commission.

Consistency with CLG Flexibility
The Certified Local Government program, administered through the National Park Service and State Historic Preservation Office, requires a qualified review body but allows flexibility in how local governments organize that body. Other smaller communities successfully use existing boards to fulfill this function.

Appropriate Scope for an Advisory Program
Because the proposed model emphasizes an advisory, voluntary, and educational approach rather than heavy regulation, the responsibilities are well suited to the Advisory Park Board.

Stronger Integration of Parks, History, and Community Identity
Combining these responsibilities would unify the City's placemaking efforts by linking parks, history, waterfronts, trails, and civic spaces into a cohesive community identity.

Easier Public Access and Engagement
Residents are already familiar with the Advisory Park Board, making it easier for the public to participate and understand where historic resource matters should be discussed.

Potential Expanded Responsibilities
If pursued, the Board's role would be expanded in a focused and manageable manner to include:

- Reviewing local historic landmark nominations;
- Making recommendations to the City Council regarding designation matters;
- Supporting heritage initiatives such as historical markers, heritage trails, exhibits, and interpretation;
- Assisting with grant opportunities and CLG coordination;
- Reviewing and making recommendations to City Council on proposed alterations, relocations, demolitions, new construction, or other activities that may affect locally designated properties;
- Reviewing proposed National Register of Historic Places nominations within the City's jurisdiction; and
- Seeking outside professional expertise when a needed discipline (such as archaeology, architecture, planning, or history) is not represented among Board membership. Such assistance may include universities, private preservation organizations, regional planning councils, or other resources acceptable to the State Historic Preservation Officer.

These responsibilities would compliment, rather than fundamentally alter, the Board's existing mission.

Staff is reviewing potential updates to the City's Historic Landmark Ordinance to better align with CLG objectives while reducing administrative burden.

Key Concepts

- The Advisory Park Board would also serve as the City's Historic Preservation Board.
- Private property participation would remain voluntary and owner-consent based.
- Regulatory review requirements would be significantly reduced.
- Emphasis would shift toward publicly-owned resources, heritage assets, and education.
- Quasi-judicial style procedures would be replaced with advisory recommendations to the City Council.
- Administrative steps would be simplified while preserving eligibility for future CLG participation.

Next Steps
Staff recommends inviting a representative of the Florida Certified Local Government (CLG) program and/or the State Historic Preservation Office to attend the next Advisory Park Board meeting to provide an overview of the program, discuss local options, and answer Board members' questions.

Following that discussion, staff can return with any recommendations or implementation options for further consideration.

City's Adopted Strategic Plan

RECOMMENDATION:
Staff requests feedback from the Board regarding support for the proposed expanded role of the Advisory Park Board, any concerns related to additional responsibilities, meeting frequency, or board structure, and any recommendations or suggestions for further consideration.

ATTACHED:
CLG Guidelines
CLG FACTS
Benefits of a CLG
STRATEGIC PLAN 2025-2030 FINAL 03 16 2026

FLORIDA CERTIFIED LOCAL GOVERNMENT GUIDELINES

INTRODUCTION

Since its initial enactment by Congress in 1966, and through its subsequent amendment, the National Historic Preservation Act, as amended (16 U.S.C. 470, et. seq.) has established a program of identification, evaluation, and protection of historic and prehistoric properties based on the National Register of Historic Places. The act also has formalized roles for a decentralized historic preservation partnership that includes federal, state, tribal, and local governments. Part of the national program is carried out by the states, under the direction of the National Park Service of the Department of Interior. Participating states receive funding assistance in the form of annual grants from the federal Historic Preservation Fund to support their efforts. Funds are normally used to support the programs of the State Historic Preservation Office. A portion of these funds may be regranted in the form of subgrants for survey and planning and community education activities.

The National Historic Preservation Act, as amended (16 U.S.C. 470 et. seq.), also contains the legal basis for the federal-state-local preservation partnership commonly referred to as the Certified Local Government program. The Act directs the State Historic Preservation Officer and the Secretary of the Interior to establish procedures for the certification of local governments to participate in this partnership. This document contains Florida's procedures.

Under the Certified Local Government program, the State: 1) delegates certain limited responsibilities to those local governments that meet specific qualifications for certification, and 2) provides, from its annual Historic Preservation Fund apportionment, on a competitive basis, limited grant-in-aid funding to assist certified local governments in carrying out the responsibilities so delegated.

The purpose of these guidelines is to set forth: 1) the requirements and responsibilities of participation in the Certified Local Government program, and 2) the procedures for certification of local governments and for transfer of federal grant funds to participating Certified Local Governments.

FLORIDA CERTIFIED LOCAL GOVERNMENT GUIDELINES

TABLE OF CONTENTS

Introduction i

A. Definitions 1

B. Requirements 3

1. Local Historic Preservation Legislation 3

2. Historic Preservation Review Commission 3

3. System for Survey and Inventory 5

4. Public Participation 5

5. Satisfactory Performance of Responsibilities 6

C. Procedures 6

1. Certification of Local Governments in Florida 6

2. Monitoring Certified Local Governments/Process for Decertification/Local Government Appeal 6

3. Transfer of Funds 8

4. Certified Local Government Participation in the Florida National Register of Historic Places Process 10

Appendix A - Professional Qualifications Standards

Appendix B - Chapter 1A-35, Florida Administrative Code, Rules of the Department of State, Historic Preservation Grants-in-Aid

Appendix C - Application/Internal Checklist

Appendix D – Certified Local Government Agreement

FLORIDA CERTIFIED LOCAL GOVERNMENT GUIDELINES

A. Definitions

1. **Appropriate Chief Elected Local Official**: the mayor, county executive, or otherwise titled administrative official who is the head of the local political jurisdiction, which is the Certified Local Government.
2. **Commission**: a board, council, commission, or other similar collegial body which is established in accordance with Section B.2. of these guidelines.
3. **Designation**: the identification and registration of properties for protection that meet criteria established by the State or the locality for significant historic and prehistoric resources within the jurisdiction of a local government. Designation includes the identification and registration of resources according to the State or local criteria which must be consistent with the Secretary of the Interior's Standards for Identification and Registration. Adoption of the National Register criteria is encouraged.
4. **Florida Master Site File**: the state's clearinghouse for information on archaeological sites and historic structures, and field surveys of such sites and structures. It is a system of several paper and computer files maintained by the Division of Historical Resources, Florida Department of State.
5. **Historic Preservation Fund**: the source from which monies are appropriated to fund the program of matching grants-in-aid to the states for historic preservation programs and projects, as authorized by Section 101(d)(1) of the National Historic Preservation Act, as amended.
6. **Local Government**: the city, county, township, municipality, or any other general purpose political subdivision in the state.
7. **National Register of Historic Places**: the national list of districts, sites, buildings, structures, and objects significant in American history, architecture, archaeology, engineering, and culture, maintained by the Secretary of the Interior under authority of Section 101(a)(1)(A) of the National Historic Preservation Act, as amended.
8. **Protection:** the local review process under State or local law for proposed demolition or, changes to, or other action that may affect historic properties designated pursuant to a local government becoming a Certified Local Government. The CLG's local protection review process of the Act applies only to properties designated pursuant to State or local laws and procedures. This would not include properties listed on or determined eligible for the National Register of Historic Places unless such properties also were designated under the appropriate State or local process.
9. **State Historic Preservation Officer**: the official designated pursuant to s.267.031(7), Florida Statutes, to administer the state historic preservation program established for the purpose of carrying out the provisions of the National Historic Preservation Act of 1966, as amended.

B. Requirements

The following requirements are contained in 36 CFR Part 61, the implementing regulations for the National Historic Preservation Act, as amended (16 U.S.C. 470). Local governments desiring to become and remain Certified Local Governments must meet all of the following requirements:

FLORIDA CERTIFIED LOCAL GOVERNMENT GUIDELINES

1. **Enforce appropriate state or local legislation for designation and protection of historic properties.** In the absence of state legislation, this requirement shall be met by the enactment of local legislation containing the following provisions:

   a) The purpose of the legislation shall be clearly stated and shall include authority for appointment of a Commission to be responsible for the designation and protection of historic properties.
   b) The legislation must clearly define criteria and a process the same as or substantially the same as that identified in the National Historic Preservation Act of 1966, (U.S.C. 470 et. seq.), as amended, for the designation of historic properties. The legislation shall state that boundaries for any historic districts or individual properties identified in or by the mechanisms contained in the legislation must be clearly established.
   c) The legislation shall provide for the authority for and the establishment of a process for the review and rendering of a decision upon all proposed alterations, relocations, demolitions or new construction within the boundaries of historic districts established under the legislation or which may directly affect historic properties designated under the legislation. This authority shall include provisions for delay of demolition but not for the indefinite stay of a demolition.
   d) The criteria for the review of proposals for alterations, relocations, demolitions and new construction shall be clearly set forth in the legislation and, in the case of alterations, shall achieve the purposes of the *Secretary of the Interior Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.*
   e) The legislation shall include provisions for enforcing decisions, including penalties for non-compliance. A right of and mechanism for appeal must exist in the legislation.
   f) Specific time frames for reviews and for consideration of alternatives should be identified.
   g) Provisions for public and owner notification and public hearings for designation and project reviews shall be established, per B.4., below.

2. **The local government shall establish a historic preservation review commission (Commission) composed of professional and lay members** in accordance with paragraph B.2.c., below.

   a) Each Certified Local Government shall have a Commission with a minimum of five (5) members, whose area of geographic responsibility is coterminous with the boundaries of its local jurisdiction. For communities with a population less than 10,000, the minimum number of members may be reduced but shall not be less than three (3) members. All commission members must have a demonstrated interest in historic preservation.
   b) Appointments shall be made by the appropriate local official of the jurisdiction concerned.
   c) To the extent available in the community, the local government shall appoint professional members from the disciplines of architecture, history, architectural history, planning, prehistoric and historic archaeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines to the extent such professionals are available in the community concerned (see Appendix A, Professional Qualifications Standards). The Professional Qualifications Standards in Appendix A are no more stringent than the standards for membership on the National Register Review Board. Lay persons who have demonstrated special interest, experience, or knowledge in

history, architecture, or related disciplines shall make up the balance of Commission membership as provided for in Section B.2.e. in the event that there are not enough professionals in the community.

d) Commission members should be residents of the jurisdiction for which they serve.
e) Local governments shall be certified without the minimum number or types of disciplines represented on the Commission if they can demonstrate to the State Historic Preservation Officer that they have made a reasonable effort to fill those positions. Reasonable effort means that the local government has documented that (a) professionals in the required disciplines do not reside nor are property or business owners in the jurisdiction, or (b) local professionals are not willing to serve on the Commission, and (c) in the case of a Commission with fewer than the minimum numbers of members established in B.2.a., that no other lay persons meeting the requirements of B.2.c. are available to serve.
f) The terms of office of Commission members shall be uniform and staggered, and of at least two but not more than five years' duration (except as provided on the initiation of a Commission). There is not necessarily a limit on the number of consecutive terms which may be served.
g) Vacancies, including expired terms, shall be filled within 60 calendar days by the appropriate local official. An extension of up to an additional 60 calendar days shall be granted by the State Historic Preservation Officer upon receipt of a written request from the appropriate local official for such extension.
h) Commission meetings shall be held as often as is necessary to complete commission work in a timely fashion, but no less than four meetings shall be held each year and minutes of each meeting shall be kept.
i) Each Commission member should make a reasonable effort to attend State Historic Preservation Office training programs.
j) The Commission shall review alterations, relocations, demolitions and new construction or other activities that may affect locally designated properties. The Commission shall review proposed National Register nominations within its jurisdiction. When a discipline is not represented in the Commission membership, the Commission shall seek expertise in this area when considering National Register nomination proposals and other actions that may impact properties which are normally evaluated by a professional in such discipline before rendering a decision. This can be accomplished through consulting (e.g., universities, private preservation organizations, or regional planning commissions) or by other means that the State Historic Preservation Officer determines appropriate.
k) The legislation shall contain specific time limits within which the Commission shall act.
l) The Commission shall have staff sufficient to undertake the requirements for certification and carry out the duties and responsibilities delegated to the Certified Local Government.
m) The Commission shall adopt Rules of Procedure for use in all transactions involving the public.
n) All Commission responsibilities must be complimentary to and carried out in accordance with the responsibilities of the State Historic Preservation Officer as described in 36 CFR 61.6, incorporated by reference.

3. The local government shall maintain a system for survey and inventory of historic properties.
The term "historic property" or "historic resource" means any prehistoric or historic district,

site, building, structure, or object included in, or eligible for inclusion on the National Register, including artifacts, records, and material remains related to such a property or resource.

a) The Certified Local Government shall initiate and continue an approved process to identify historic properties within the jurisdiction.
b) A detailed inventory of the designated districts, sites, and structures within the jurisdiction of local government must be maintained. The local inventory system shall be developed in consultation with the Florida Master Site File to ensure that the data produced can be integrated into the statewide comprehensive historic preservation planning process, and should include at a minimum a completed Florida Master Site File form with an assigned Florida Master Site File number. This documentation also applies to the CLG Inventory. The address for the Florida Master Site File is: Florida Master Site File, R.A. Gray Building, 500 South Bronough Street, Tallahassee, Florida 32399-0250.
c) All inventory material shall be kept: 1) safe, secure, and in an accessible location, 2) current, and 3) regularly provided to the State Historic Preservation Officer for incorporation into the Florida Master Site File.
d) All inventory material shall be considered as public records and shall be available for public inspection per s.119.07, Florida Statutes, except as provided for in Section 304 of the National Historic Preservation Act of 1966, as amended (16 USC 470).
e) Commission members shall be encouraged to participate in the survey process and in preservation planning carried out by the Certified Local Government.

4. Local governments shall provide for public participation in local historic preservation programs, including the process of recommending properties for nomination to the National Register.

a) All Commission meetings shall be publicly announced, open to the public and have a previously advertised agenda. Commission meetings shall be held as often as is necessary to complete commission work in a timely fashion, but not less than four meetings shall be held each year.
b) Minutes of all actions of the Commission including reasons for making decisions, must be kept on file and available for public inspection, per s.286.011 Florida Statutes.
c) All decisions by the Commission shall be made in a public forum, and applicants shall be given written notification of decisions of the Commission.
d) Rules of Procedure adopted by the Commission shall be available for public inspection, per s.119.07, Florida Statutes.
e) Appropriate local officials, owners of record, and applicants shall be notified of proposed Commission actions concerning a proposed nomination to the National Register of Historic Places according to requirements found in 36 CFR Part 60, incorporated by reference. Objections by owners of properties proposed for nomination must be notarized.

5. Local governments shall satisfactorily perform the responsibilities listed in B.1. through B.4., above, and those specifically delegated to them by the State Historic Preservation Officer.

C. Procedures

1. Certification of Local Governments in Florida

a) The appropriate local official shall request certification from the State Historic Preservation Officer. The request for certification shall include:
   1. A written assurance by the appropriate official that the local government will fulfill all the requirements for certification. Requirements for certification include: enforcement of appropriate state or local legislation for designation and protection of historic properties, per B.1., above; establishment of a historic preservation review commission (Commission) composed of professional and lay members, per B.2., above; maintenance of a system for survey and inventory of historic properties, per B.3., above; provision for public participation in local historic preservation programs, including the process of recommending properties for nomination to the National Register, per B.4. above; and satisfactory performance of any additional responsibilities delegated to all Certified Local Governments in the state, and any other delegated responsibilities.
   2. A copy of the local legislation, per B.1., above.
   3. A map of the local government jurisdiction with any and all existing designated historic districts and individual historic properties clearly identified. Inclusion of these properties within the jurisdiction of the Certified Local Government shall be clearly demonstrated. This map shall be updated regularly through the incorporation of additions and deletions of districts and individual properties, and alterations of historic district boundaries.
   4. A copy of the Commission's Rules of Procedure.
   5. Resumes for each member of the Commission including, where appropriate, credentials or member expertise in fields related to historic preservation, per B.2.c., above, and Appendix A, below.
   6. Resumes for staff members, if there is professional staff.

b) The State Historic Preservation Officer shall respond to the appropriate local official within 45 calendar days after receipt of an adequately documented written request for certification. The State Historic Preservation Officer will review the request and certify by letter of certification if the government fulfills the requirements. The State Historic Preservation Officer will prepare a written certification agreement which lists the specific responsibilities of the local government when certified. The written request, letter of certification and signed certification agreement by the State Historic Preservation Officer and the chief elected local official as well as a signed review checklist by the state shall be forwarded to the Secretary of the Interior by the State Historic Preservation Officer. If the Secretary of the Interior does not object within 15 working days after receipt, the State Historic Preservation Officer's certification of the local government to participate in the national historic preservation program shall be effective the date signed by the National Park Service.

c) The State Historic Preservation Officer shall respond to the appropriate local official within 45 working days after receipt of a documented written request which is inadequate. The State Historic Preservation Officer shall indicate how inadequacies can be corrected in this notification.

d) Amendments to the delegation of responsibilities provided in the certification agreement shall be initiated by mutual agreement of the State Historic Preservation Officer and the local government. The amendment shall be prepared by the State Historic Preservation Officer and submitted to the Secretary of the Interior. If the Secretary of the Interior does not object within 15 working days after receipt, the amendment to the certification agreement shall be effective.
e) The local government may appeal a denial of certification by the State Historic Preservation Officer to the Secretary of Interior.

2. Monitoring Certified Local Governments/Process for Decertification/Local Government Appeal.

a) Once a local government is certified, it remains certified without further action unless officially decertified.
b) The State Historic Preservation Office shall conduct periodic reviews and monitoring of Certified Local Governments to assure that each government is meeting the requirements for certification. Reviews shall be conducted at least once every four years, but may be conducted more frequently at the discretion of the State Historic Preservation Officer if deemed appropriate. Reviews shall be preceded by notice of at least 30 days.
c) The Certified Local Government will supply at least 30 calendar days' advance notice of Commission meetings to the State Historic Preservation, Officer.
d) A Certified Local Government is responsible for providing the State Historic Preservation Officer with particular information at frequent intervals. In addition to advance notice of meetings, Certified Local Governments shall submit the minutes of each Commission meeting, attendance at Commission meetings, and appointments to the Commission within 30 days after such actions. The Certified Local Government shall also inform the State Historic Preservation Officer about any new historic designations or alterations of existing designations immediately. Proposed amendments of the local historic preservation ordinance shall be submitted to the State Historic Preservation Officer for review and comment at least 30 days prior to the date scheduled for adoption.
e) The Certified Local Government shall submit an annual report and other documents as necessary to the State Historic Preservation Officer. The annual report shall include any amendments to the local historic preservation ordinance, changes in Rules of Procedure, a summary of Commission activities including but not limited to the number of proposals reviewed, new designations, revised resumes, appointments to the Commission, a review of survey and inventory activity with a description of the system used, as well as a progress report on grant-assisted activities. The annual report is due by November 1 and shall cover the previous October 1 - September 30 year. It will be reviewed by the State Historic Preservation Officer within 30 calendar days after receipt.
f) The State Historic Preservation Officer shall review expenditures of funds allocated as historic preservation grants-in-aid pursuant to C.3., Transfer of Funds, below.
g) Review of the historic preservation grants-in-aid expenditures, as well as review of the annual report, shall form the basis of the State Historic Preservation Officer's evaluation of the Certified Local Government.

h) If the State Historic Preservation Officer's evaluation of a Certified Local Government indicates inadequate performance, that assessment will be documented, and ways to improve performance to acceptable levels shall be delineated by the State Historic Preservation Officer. The Certified Local Government shall have a sufficient period of usually not less than 30 nor more than 180 days to implement the improvements. If, at the end of this period, the State Historic Preservation Officer determines that sufficient improvement has not occurred, the State Historic Preservation Officer will recommend decertification of the local government to the Secretary of the Interior, citing specific reasons for the recommendation.

i) Local governments may petition the State Historic Preservation Officer to be decertified voluntarily and without prejudice

j) Grounds for investigations of decertification shall include revocation of the local ordinance, failure to comply with provisions incorporated into the local ordinance, failure to maintain a Commission, failure to maintain a survey and identification program, failure to provide for adequate public participation in the local historic preservation program, and failure to keep the State Historic Preservation Officer informed about Certified Local Government activities and actions.

k) The local government may appeal a decertification decision of the State Historic Preservation Officer to the Secretary of the Interior. Upon decertification, the State Historic Preservation Officer shall conduct financial assistance closeout procedures as specified in The Historic Preservation Fund Grants Manual.

3. Transfer of Funds.

a) Each Certified Local Government is eligible to request a portion of funds reserved from Florida's annual Historic Preservation Fund grant apportionment on a competitive basis. Selection criteria for such competition will be announced at least two months prior to the grant selection meeting.
    1. At least ten percent of Florida's annual Historic Preservation Fund Grant will be reserved for certified local governments.
    2. Any year in which the annual Historic Preservation Fund state grant appropriation for all states exceeds $65,000,000, one half of the excess shall also be transferred to Certified Local Governments according to procedures to be provided by the Secretary of the Interior.
    3. There is no guarantee that Certified Local Governments will receive Historic Preservation Funds if they apply for such funds. Further, receipt of historic preservation regrant funding from the Florida State Historic Preservation Office is not assurance that funds will be available the following year or that a Certified Local Government will receive grant funding the following year.

b) Each Certified Local Government which makes application for funds from Florida's annual Historic Preservation Fund apportionment is required by the Secretary of the Interior to:
    1. Maintain adequate financial management systems. Local financial management systems shall be in accordance with the standards specified in OMB Circular A-87, "Cost Principles Applicable to Grants and Contracts with State and Local Governments." Local financial management systems shall be

auditable in accordance with OMB Circular A-133. Local financial management systems will be periodically evaluated by the State Historic Preservation Officer.

2. Adhere to all requirements of the Historic Preservation Fund Grants Manual.
3. Adhere to any requirements mandated by Congress regarding the use of such funds. The State Historic Preservation Officer will advise Certified Local Governments of such requirements and will include a summary of such information in the materials made available to Certified Local Governments making application for funds, per C.3.c., below.

c) The requirements listed in C.3.b., above, shall be used by the State as minimum requirements for local governments receiving Historic Preservation Funds; they also shall be included in the State's required written grant agreement with the local government.

d) Certified Local Governments shall make applications for funds described in Federal Requirements and in C.3.a., above, on the time schedule and using the procedures identified in Chapter 1A-35, Florida Administrative Code, Rules of the Department of State, Historic Preservation Grants-in-Aid (See Appendix B). As applicants for shares of the reserved portion of Florida's Historic Preservation Fund annual apportionment, Certified Local Governments will follow procedures for applying for federal funds identified in Federal Requirements and in Subsection 1A-35.007, Florida Administrative Code. Certified Local Governments which are awarded funds under these rules and during other special application periods allowed for under the rules will be considered subgrantees of the Florida State Historic Preservation Office.

e) Funds made available to Certified Local Governments from the reserved portion of Florida's annual Historic Preservation Fund apportionment shall be awarded on a competitive basis, per C.3.d., above, for historic preservation survey and planning, and community education activities. When evaluating Certified Local Government grant applications, the State shall:

1. Provide that the amount awarded any applicant must be sufficient to produce a specific impact.
2. Ensure that the funds awarded will be sufficient to generate effects directly as a result of the funds transfer.
3. Note that requirements for tangible results may not be waived even if there are many otherwise eligible applicants for the amount set aside for the Certified Local Governments share.
4. Ensure that no Certified Local Government will receive a disproportionate share of the allocation.

f) Submission of an application for a portion of Florida's annual Historic Preservation Fund apportionment, whether successful or not, shall not preclude or in any manner disqualify the Certified Local Government making such application from consideration for other state grant or federal regrant funds available under the terms of Chapter 1A-35, Florida Administrative Code, referenced in C.3.d., above.

g) Historic Preservation regrant funding cannot be matched by other Federal Program grants, with the exception of Community Development Block Grant funds, as specified in Section 105(a)(9) of the Housing and Community Development Act of 1974, P.L. 93-388. Historic Preservation Fund regrants to Certified Local Governments

must be used for activities which further the goals of identification, evaluation, protection, and preservation of cultural resources.

h) Use of Historic Preservation regrant funding will be subject to all existing restrictions imposed by the Historic Preservation Fund Grants Manual. In accordance with the requirements of the manual, indirect costs may be charged as part of the Certified Local Government grant only if the Certified Local Government subgrantee meets the requirements of the Manual and has a current indirect cost rate approved by the cognizant Federal agency. Otherwise, only direct costs may be charged.

4. Certified Local Government Participation in the Florida National Register of Historic Places Nomination Process.

a) The Commission complements the Florida National Register Review Board in the review of proposed nominations to the National Register. Sponsors of National Register nomination proposals located in areas served by a Certified Local Government shall have their proposals reviewed at the local level. Proposals for properties in areas not served by a Certified Local Government shall be reviewed by the Florida National Register Review Board. Nomination proposals submitted to the State Historic Preservation Officer for consideration by the Florida National Register Review Board will be reviewed to ascertain if they are located in an area served by a Certified Local Government. If a Certified Local Government serves the area, the State Historic Preservation Officer shall forward the nomination proposal to the local Commission.

b) The local Commission will develop or receive the documentation necessary to nominate properties to the National Register. The Commission shall evaluate nomination proposals received for completeness in a timely manner. Should the nomination proposal not be technically complete, the Commission shall notify the proposal's sponsor in writing, identifying the technical deficiencies, within 30 days after receipt of the nomination proposal. If the nomination proposal is technically complete, the Commission shall place the item on its agenda for the next meeting or, should notification provisions outlined in C.4.c., below, make this impossible, for the earliest possible regular meeting.

c) The Commission shall notify the following of its intention to consider a nomination proposal. In all cases, such notification shall occur at least 30 days but not more than 75 days prior to the Commission meeting at which the nomination proposal will be considered.

1. Owner(s) of record of the property. The list of owners shall be obtained from official tax records. Where there is more than one owner on the list, each separate owner shall be notified.
2. Appropriate local official(s). In the case of a Commission whose area of jurisdiction is a county, these will be the Chairman of the Board of County Commissioners and such other contact persons as may be designated, and the appropriate local official of a municipality if the property to be considered is located within municipal boundaries. In the case of a Commission whose area of jurisdiction is a municipality, this will include the appropriate municipal official(s) and the Chairman of the Board of County Commissioners. Within 30 days after receipt of the nomination proposal, the appropriate local official(s) shall submit in writing to

the Commission a recommendation as to whether or not the property shall be nominated to the National Register.

3. State Historic Preservation Officer.

d) Nomination proposals shall be considered by the Commission at a public meeting, and all votes on nomination proposals shall be recorded and made a part of the permanent record of the Commission meeting. All nomination proposals shall be forwarded, with a record of official action taken by the Commission and the recommendation of the appropriate local official(s), to the State Historic Preservation Officer within 30 days after the Commission meeting at which they were considered. If either the Commission or appropriate local official(s) or both support the nomination, the State Historic Preservation Officer shall schedule the nomination proposal for consideration by the Florida National Register Review Board as part of the normal course of business at the next regular meeting. The consideration of the nomination will be handled pursuant to Section 101(a) of the National Historic Preservation Act (and 36 CFR 60).

e) If both the Certified Local Government Commission and appropriate local official(s) recommend that a property not be nominated to the National Register, the State Historic Preservation Officer shall take no farther action on the nomination proposal unless an appeal is filed within 30 calendar days with the State Historic Preservation Officer. Any reports and recommendations that result from such a situation shall be included with any nomination proposal submitted by the State Historic Preservation Officer to the Secretary of the Interior.

f) Any person or organization which supports or opposes the nomination of a property to the National Register shall be afforded the opportunity to make its views known in writing. All such correspondence regarding a nomination proposal shall become part of the permanent record concerning that proposal and shall be forwarded with approved proposals to the State Historic Preservation Officer. In the case of disapproved nomination proposals, letters of support or comment shall be made a part of the permanent record concerning that proposal, and a list of such letters shall accompany the official copy of the disapproved nomination proposal when it is forwarded to the State Historic Preservation Officer, per C.4. above

g) Nomination proposals to be considered by the Commission shall be on file at Commission headquarters for at least 30 days but not more than 75 days prior to the Commission meeting at which they will be considered. A copy shall be made available by mail when requested by the public and shall be made available at a location of reasonable local public access, such as a local library, courthouse, or other public place so that written comments regarding a nomination proposal can be prepared.

h) Appeals. Any person may appeal the decisions of a local Commission. Appeals shall be directed to the State Historic Preservation Officer in writing within 30 calendar days of the State Historic Preservation Officer's receipt of the written decision of the Commission. Nominations or proposals which have been appealed shall be considered by the Florida National Register Review Board as part of the normal course of business at its next regular meeting. If the opinion of the Florida National Register Review Board is that the property or properties is or are significant and merit nomination to the National Register, the State Historic Preservation Officer shall notify the Commission, within 30 days after the National Register Review Board meeting, of

its intent to forward the nomination to the National Register with a recommendation that the property or properties be listed. The State Historic Preservation Officer reserves the right, as in the case of any nomination proposal from a source other than a Certified Local Government, to edit or revise the nomination proposal or request that the sponsor make necessary revision prior to forwarding the proposal to the National Register. Other appeal procedures promulgated by the National Park Service, Department of the Interior, pertaining to local or state actions shall be followed by Certified Local Governments and by the State Historic Preservation Officer. Decisions of the State Historic Preservation Officer may be appealed to the National Park Service in accordance with the procedures in 36 CFR 60.12.

i) Certified Local Government review and notification procedures do not apply when a Federal agency nominates a property under its ownership or control. Certified Local Governments are encouraged to coordinate with Federal agencies to the extent practical, however, in the consideration of such nominations. [36 CFR (c) (d) provide regulatory guidance regarding Federal reviews and comment periods.]

FLORIDA DEPARTMENT of STATE

Para español, seleccione de la lista Select Language Powered by Google Translate

Department of State / Division of Historical Resources / About / Division FAQs / Certified Local Governments

Certified Local Governments

- What is a Certified Local Government?
- What are the benefits of becoming a CLG?
- How can my community apply to the CLG program?
- How does a CLG maintain good standing in the program?
- Can a community lose CLG status?
- Who should I contact for more information about CLG grants?

Q: What is a Certified Local Government?
A: Certified Local Governments are municipal and county governments which have made historic preservation a public policy through the passage of a historic preservation ordinance. Participation in the CLG program allows local governments to partner with State and Federal Agencies and other CLGs to share preservation ideas and experiences, as well as the opportunity to compete for CLG grants.

Q: What are the benefits of becoming a CLG?
A: CLGs benefit from **technical assistance** and **training** opportunities offered by the Bureau of Historic Preservation. Regional trainings are held each year and CLGs may request individual on-site trainings for their historic preservation commission. CLGs also have a **formal comment role for National Register nominations** for properties located within their jurisdiction. CLGs in good standing are eligible to compete for pass-through CLG subgrants funded by the Historic Preservation Fund grant the Division receives annually from the National Park Service. The federal **CLG subgrants**

may be for survey, planning and National Register nomination projects. In addition, match waivers for Small Matching Grants are available to CLGs in good standing, whether state or federally funded. Lastly, becoming a CLG connects a community to a statewide and national network of CLGs to share ideas, resources, and support. For information about the benefits of becoming a CLG, visit the Benefits (/historical/preservation/certified-local-governments/benefits-of-clg-program/) page.

Q: How can my community apply to the CLG program?
A: To become a CLG, a community must establish a historic preservation ordinance, appoint a historic preservation commission, and submit an application to the State Historic Preservation Office. CLGs are certified by the National Park Service following state approval of an application. For more information and access to application materials, please visit How to Apply (/historical/preservation/certified-local-governments/how-to-apply-to-the-clg-program/).

Q: How does a CLG maintain good standing in the program?
A: Per the Florida CLG guidelines, CLGs are required to maintain a historic preservation ordinance, meet at least four times per year, submit minutes and agendas for each meeting to the SHPO, and complete an annual report.

Q: Can a community lose CLG status?
A: Yes. If a CLG is not in good standing (i.e. not meeting the requirements of the program as described in the Florida CLG guidelines) they will be notified in writing of deficiencies and given a specific timeframe to correct them. If no improvements are made, the SHPO may request that the National Park Service de-certify the community.

Q: Who should I contact for more information about CLG grants?
A: Questions regarding CLG grants and the CLG program should be directed to CLG Program Coordinator by email at CLG@dos.fl.gov (mailto:clg@dos.fl.gov) or by phone at 850.245.6341 or toll free at 1.800.847.7278.

Ron DeSantis, Governor
Cord Byrd, Secretary of State



Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Copyright (/copyright/) © 2026 State of Florida, Florida Department of State.

Florida Department of State

Phone: 850.245.6500

R.A. Gray Building
500 South Bronough Street
Tallahassee, Florida 32399-0250

>

FLORIDA DEPARTMENT of STATE

Para español, seleccione de la lista Select Language Powered by Google Translate

Department of State / Division of Historical Resources / Preservation / Certified Local Governments / Benefits

Benefits of the CLG Program

BENEFITS OF CERTIFIED LOCAL GOVERNMENT DESIGNATION

Technical Assistance and Training

- Bureau of Historic Preservation staff are available to CLGs as a source of technical assistance and information.
- State-wide, regional CLG trainings are offered every two years. These in-depth training sessions cover a variety of historic preservation topics to aid preservation board and commissions in their work at the local level.
- CLGs may request on-site trainings for their board or commission. On-site trainings are designed to meet the particular educational needs of the CLG requesting training.
- Webinars focusing on a variety of historic preservation topics are offered throughout the year.

Grants

- Through the Division's Small Matching Grants (/historical/grants/small-matching-grants/) program, CLGs in good standing are eligible to compete for pass-through subgrants funded by the Historic Preservation Fund grant the Division receives annually from the National Park Service. The federal CLG

subgrants may be for survey, planning and National Register nomination projects. In addition, match funding requirements for Small Matching grants are waived for all grants awarded to CLGs in good standing, whether state or federally funded.

National Register Comment Role

- Federal regulations require that National Register nomination proposals be reviewed by Certified Local Government (CLG) historic preservation boards before they can be presented to the Florida National Register Review Board (/historical/preservation/national-register/review-board-members/).
- When a National Register nomination is received by the Bureau of Historic Preservation, the Bureau will send a copy of the proposal to the CLG for review. The CLG's historic preservation board and the chief local official will have 60 days to comment. If both the CLG board and chief local official do not consider the property to be eligible for listing in the National Register, the proposal will not be submitted to the Florida National Register Review Board. If only one, either the preservation board or the local official, does not consider the property to be eligible, the proposal may be submitted to the Florida National Register Review Board. If comments are not received by the end of the 60-day review period, the Bureau may schedule the proposal for review by the review board.
- Florida CLGs are also encouraged to work with National Register reviewers at the State Historic Preservation Office by identifying properties or districts that may be eligible for the National Register within their local jurisdiction.

Local Tax Exemption Review

- Conduct project reviews for Florida's local option property tax exemption program (project reviews in communities that are not CLGs must conducted by the Division of Historical Resources). The exemption is available for qualified improvements to historic properties listed in the National Register and/or designated by a CLG.

Ron DeSantis, Governor

Cord Byrd, Secretary of State

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Copyright (/copyright/) © 2026 State of Florida, Florida Department of State.

Florida Department of State

Phone: 850.245.6500

R.A. Gray Building
500 South Bronough Street
Tallahassee, Florida 32399-0250

>

CITY OF
GULF BREEZE
1961

STRATEGIC PLAN 2025-2030

A Resilient Waterfront Community with a Visible Past and a Sustainable Future



Mariners Landing
Grand Opening

June, 2025

Table of Contents

Mayor's Letter 1
How to Read This Strategic Plan 2–3
A Message from the City Manager
Mission & Core Values 4
Strategic Direction 2025-2030 5
The Strategic Story Arc: From Recovery to Resilience to Identity 6
Strategic Plan Initiation Timeline 7–8
I. Executive Summary 9
II. Vision 10
III. Strategic Framework 10
- The Three Integrated Pillars
- From Resilience to Implementation and Identity

A. Strategic Pillar 1: Resilient Shores & Infrastructure 10–11
- Stormwater & Flood Management
- Shoreline Protection & Water Quality
- Critical Infrastructure Resilience

B. Strategic Pillar 2: Waterfront Revitalization & Access 11–12
- Gateway District - Bridge Entry & Waterfront Corridor
- Shoreline Restoration & Blueways

C. Strategic Pillar 3: Culture, Heritage, & Community Identity 13
- Historic Context & Identity
- Historic Resource Protection
- Neighborhood Heritage Discovery Program
- Founders & Heritage Recognition
- Regional & Partnered Heritage Assets

IV. Governance & Implementation 14
- Roles & Responsibilities
- Advisory Boards and Partnerships

V. Implementation Timeline 14
- Year 1: Policy Alignment & Foundation
- Years 2-3: Program Launch & Designation
- Years 3-5: Implementation & Maturity

VI. Monitoring & Accountability 15
- Performance Testing
- Public Reporting

VII. Conclusion 15

Appendices

Appendix A: Community Survey Results 16–22
- National Community Survey Summary
- Key Trends and Comparisons

Appendix B: Strategic Investments & Funding Framework 23
Appendix C: Organizational Chart 24

Letter from the Mayor

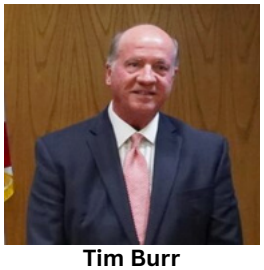
JB Schluter



JB Schluter
Mayor



Amy Tavai
Councilwoman, Seat A



Tim Burr
Councilman, Seat B



Brittany Simpson
Councilwoman, Seat C



Randy Hebert
Mayor Pro Tem, Seat D

Dear Reader,

On behalf of the City Council and the residents of Gulf Breeze, I am pleased to present the City of Gulf Breeze 2025–2030 Strategic Plan.

Over the past several years, Gulf Breeze has focused on recovery and resilience in response to storms, flooding, and aging infrastructure. Through investments in stormwater systems, utilities, and critical facilities, the City strengthened its ability to withstand future risks and established resiliency as a core community value.

Today, Gulf Breeze is at an important transition point. Many foundational studies and improvements are complete, and the City is actively updating its Comprehensive Plan and Land Development Code. This Strategic Plan builds on that work by shifting from planning to implementation—aligning resiliency investments with waterfront revitalization, public access, and long-term economic vitality.

In 2028, Gulf Breeze will mark 200 years as a community. The City will focus on activating its waterfront and making its history and culture more visible in public spaces, neighborhoods, and arrival points. By coordinating shoreline protection, environmental stewardship, and cultural preservation, Gulf Breeze will continue to grow thoughtfully while strengthening its identity as a resilient waterfront community.

I thank the City Council, staff, advisory boards, and residents who contributed to this plan. Together, we are building a Gulf Breeze that is prepared for the future, connected to its waterfront, and proud of its past.

Sincerely,
JB Schluter
Mayor, City of Gulf Breeze

How to Read This Strategic Plan

A Message from the City Manager

Greetings!

This Strategic Plan should be read as a guide for decision-making rather than a static list of projects. It is intended to inform policy discussions, budget development, grant applications, and intergovernmental coordination over the next five years, reflecting where Gulf Breeze has been and how it will continue to move forward as a resilient waterfront community with a clear civic identity.

How City Staff Uses This Strategic Plan

City staff use this Strategic Plan as an operational guide to:

- Align annual work programs and budgets with City Council priorities
- Guide capital planning and project sequencing
- Comprehensive Plan and Land Development Code updates
- Support grant applications and intergovernmental partnerships
- Coordinate efforts across departments and advisory boards
- Track progress and report outcomes to the City Council and the public

By using this plan as a common reference point, City staff make consistent, transparent decisions that advance Gulf Breeze's long-term goals while remaining responsive to community needs.

The success of this strategy is undeniable: The City's first 5-year strategic plan garnered $21.95 million in grant investments between 2020 and 2025. Even before this next Strategic Plan is finalized, its priorities have already attracted $27.87 million in grant funding, more than the previous 5 years combined.

Over the last 3 years, the City has seen more than $52 million invested in residential housing and more than $6 million in commercial development. This steady reinvestment reflects strong confidence in the City's commitment to follow through on its plans.

How to Read This Strategic Plan

A Message from the City Manager

To maintain focus on strategy and implementation, detailed survey results are included in the Appendix rather than serving as the plan's primary organizing framework.

Similarly, major priorities from the previous plan—such as stormwater, reclaimed water, undergrounding and streetscapes, septic tank elimination, and mobility—are summarized in the Appendix to document progress while keeping the main body of the plan focused on vision and strategy.

Happy reading!

Respectfully,
Samantha D. Abell, ICMA-CM
City Manager
City of Gulf Breeze

MISSION

Gulf Breeze will preserve and enhance its hometown character and natural environment to foster a high quality of family life.

CORE VALUES



The City of Gulf Breeze strives to preserve and enhance its nationally-recognized high quality of life and hometown character. Gulf Breeze is a community that supports inclusion, collaboration, and service above self.



Inclusion ensures that individuals are valued, respected, and have opportunities to participate. Collaboration occurs when two or more people work together toward a shared goal.



Service Above Self is showing acts of kindness, pushing yourself beyond normal boundaries for the betterment of others, and making yourself uncomfortable to serve others.

STRATEGIC DIRECTION 2025-2030

As Gulf Breeze has evolved, different moments in the City's history have required different leadership approaches. Early growth emphasized unifying the community, while periods following natural disasters and economic disruption required stabilization and recovery. More recently, the City has focused on strengthening infrastructure, improving organizational capacity, and preparing for long-term environmental and growth-related challenges.

The 2020–2025 Strategic Plan established resiliency as the City's core priority. During that period, Gulf Breeze navigated two historic storm seasons that exhausted the alphabet of named storm events—an occurrence that has happened only three times in the nation's history. The City also responded to the global pandemic, a nine-month closure of the Pensacola Bay Bridge, and significant growth pressures in its service areas as one of the fastest-growing areas in Florida. These combined challenges placed sustained stress on public infrastructure, including utilities within public rights-of-way. In response, the City invested in stormwater system upgrades, utility modernization and digitization, critical facilities, and strategic planning efforts that strengthened Gulf Breeze's ability to withstand future risks and protect neighborhood quality of life.

Gulf Breeze now stands at a transition point. With many foundational initiatives complete or underway, and with updates to the Comprehensive Plan and Land Development Code in progress, the focus for the next five years shifts from planning to implementation. The 2025–2030 Strategic Plan aligns resiliency with waterfront revitalization, expanded public access, and cultural stewardship—ensuring that infrastructure investments translate into visible, place-based outcomes along the City's shoreline and in its neighborhoods.

Through coordinated action across departments, boards, and community partners, the City will continue strengthening neighborhoods, protecting its shoreline, activating its waterfront, and reinforcing Gulf Breeze's identity as a resilient waterfront community with a clear civic identity.

The Strategic Story Arc

From Recovery to Resilience to Identity

2020 - 2025 Building the Foundation



Disaster recovery and infrastructure revitalization



Major studies, assessments, and organizational capacity



Resiliency established as a core city value

Where We Are Now

A Transition Point



Comprehensive Plan and Land Development Code update underway



Shift from planning to implementation



Foundational work largely complete

2025 - 2030 Activating A Resilient Waterfront Community



Align resiliency with waterfront revitalization



Expand public access and shoreline protection



Make culture and history visible in public spaces



Strengthen identity, neighborhoods, and economic vitality

2025–2030 STRATEGIC PLAN

A Resilient Waterfront Community

Initiation Timeline

CITY OF GULF BREEZE



Comprehensive Plan & Land Development Code Review



CRA Facade Grant Program (Continued)



Stormwater Improvements - West Basin (Gilmore, Berry, & Nightingale Areas)



Trail Expansions: Soundview Trail Multi-Use Pathway & Shoreline Multi-Use Pathway Extension



Replace or Line Clay Sewer Pipes - Phase 1



Renaming and Re-Opening of Mariners Landing



Neighborhood Collector Underground Utilities - Phases 2 & 3



Comprehensive Plan & Land Development Code Updates (Adoption Phase)



Blueways Improvements - Recreational Fishing & Paddler Access ($1.56M)



New Natural Gas Business & Marketing Plan



Reclaim Water Interconnect with Holley-Navarre Water System & SRC



Thomas E. Lambert Reclamation Facility Opens

Alignment & Launch
Policy foundation and early implementation

2025

Infrastructure & Waterfront Activation
Visible progress and corridor improvements

2026



Stormwater Improvements - Central Basin (Shoreline Area)



Neighborhood Collector Underground Utilities - Phase 1



Septic Tank Elimination - Phase 1



Stormwater Conveyance Study for State Highway System



Gateway Overlay District Implementation Review



Replace Asbestos Concrete Water Mains - Phase 1



Septic Tank Elimination - Phase 2



Natural Resources Extension Opens



Transportation Improvements - Fairpoint & Hoffman Drive Area (Design)



Blueways & Shoreline Trail Network Expansion



Replace Asbestos Concrete Water Mains - Phase 2



Replace or Line Clay Sewer Pipes - Phase 2



Gateway Overlay District Code & Design Standards Implementation



Heritage Cultural Advisory Responsibilities Designated to Advisory Park Board

Partnered Heritage Asset
- Naval Live Oaks Reservation
- Nationally significant historic & natural resource located within Gulf Breeze

Promotion · interpretation · trail connectivity

From policy alignment to implementation to identity — one continuous strategy.

Community, Heritage & Utilities
Neighborhood connection & systems modernization

2027

- New Resiliency Upgrade Program for Natural Gas & Reclaim Conversions
- Transportation Improvements - Fairpoint & Hoffman Drive Area (Construction)
- Heritage Cultural Infrastructure - Phase 1
  - Shoreline Park cultural interpretation
  - Public history elements
- Neighborhood Collector Underground Utilities - Final Phase
- Replace Asbestos Concrete Water Mains - Phase 3
- Replace or Line Clay Sewer Pipes - Phase 3
- Neighborhood-Based Heritage Programs (Launch)

Waterfront & Environmental Implementation
Place-based outcomes

2028

- Heritage & Cultural Infrastructure - Phase 2
- Gateway District Private Redevelopment Incentives (Activation Phase)
- Waterfront Identity & Arrival Experience - Construction
- Living Shoreline & Seagrass Restoration Projects
- Dredging Master Plan - Study & Alternatives Development
- Blueways & Shoreline Trail Network Expansion
- Septic Tank Elimination - Final Phase

Major Capital & Systems Completion
Citywide integration

2029

- Citywide Resiliency Program Performance Review
- Replace or Line Clay Sewer Pipes - Final Phase
- Reclaim Water Expansion - Construction Phase
- Gateway District Streetscape & Public Realm Enhancements
- Dredging Master Plan - Implementation

Implementation Maturity
Long-term resilience & identity

- Long-Term Infrastructure & Utilities Optimization
- Dredging Master Plan - Implementation
- Waterfront, Blueways, & Heritage Network Completion
- Citywide Resiliency Program Performance Review
- Strategic Plan Outcomes Assessment & Next-Phase Planning

Introduction

In January 2025, Mayor JB Schluter and the City Council convened a strategic planning retreat to establish a shared policy platform to guide City priorities over the next five years. The result is this 5-Year Strategic Plan (2025–2030), which integrates:

- Continuation of **resiliency** as the core priority
- **Waterfront revitalization** as the primary physical and economic strategy
- **Culture and heritage** as civic identity and community value

Together, these priorities reflect the City's evolution from recovery and preparation toward implementation and place-based outcomes.

I. Executive Summary

The City of Gulf Breeze is a waterfront community shaped by its natural environment, its resilience to storms, and a rich but often unseen cultural history. Building on the previous five-year strategic plan's emphasis on resiliency, this 2025–2030 Strategic Plan aligns environmental protection, infrastructure investment, waterfront revitalization, economic development, and heritage preservation into a single, cohesive framework.

This Strategic Plan is the second comprehensive strategic planning effort in the City's history and reflects a more mature, implementation-focused approach. Over the next five years, the City will focus on protecting its shores, activating its waterfront, strengthening neighborhood connections, and making Gulf Breeze's history and culture visible in public places. By coordinating these priorities through the Comprehensive Plan and Land Development Code update, the City will ensure that policy, investment, and implementation move together—positioning Gulf Breeze for a resilient and distinctive future.

II. Vision

Gulf Breeze will be a resilient waterfront city where:

- Shorelines are protected and restored,
- Public access to the water is expanded,
- The bridge entry announces arrival into a place with identity and history,
- Neighborhoods are proud stewards of their past
- Small business growth supports the community's environmental, cultural, and coastal character, and
- Educational and medical facilities continue to prosper as top-tier in Northwest Florida

III. Strategic Framework

This Strategic Plan is organized around three integrated pillars. Together, they ensure continuity with past priorities while establishing new, place-based goals for the future.

A. Strategic Pillar 1

Resilient Shores & Infrastructure

Goal: Strengthen Gulf Breeze's ability to withstand environmental, infrastructure, and climate-related challenges while protecting natural systems

Key Strategies

Stormwater & Flood Management

- Update the Stormwater Master Plan to incorporate sea level rise, storm surge, and rainfall intensity projections
- Expand green infrastructure such as bioswales, permeable surfaces, and natural filtration areas
- Enhance mitigation planning for an outdated state highway stormwater system using current data to address flood-prone areas

Shoreline Protection & Water Quality

- Implement living shoreline and seagrass restoration projects to reduce erosion and improve water clarity
- Develop a citywide dredging and sediment management master plan
- Create standardized jetty permitting and design guidance that supports resilience and environmental protection

Critical Infrastructure Resilience

- Harden municipal buildings, utilities, and public facilities to meet modern hurricane and resilience standards
- Pursue state and federal funding for resilient utilities, natural resources, and communication systems

B. Strategic Pillar 2

Waterfront Revitalization & Access

Goal: Transform the waterfront into a connected, accessible, and economically productive civic asset while preserving its natural character

Waterfront Revitalization Zones

Key Strategies

Zone 1: Gateway District

Bridge Entry & Waterfront Corridor

Objective: Activate and implement the City's existing Gateway Overlay District through alignment with the Comprehensive Plan and Land Development Code

Key Actions

- Conduct a Gateway District implementation review as part of the Comprehensive Plan update

- Amend land use and development standards, as appropriate, through the Comprehensive Plan and Land Development Code update, to:
  - Support mixed-use redevelopment,
  - Improve waterfront design and form standards,
  - Encourage resilient construction and public access.
- Link redevelopment incentives to public benefits such as shoreline restoration, pedestrian access, and heritage interpretation
- Prepare a non-regulatory Gateway District illustrative master plan to guide redevelopment and investment

Zone 2: Shoreline Park South

Natural & Cultural Corridor

Objective: Establish Shoreline Park South as a living laboratory for environmental education, recreation, and cultural history

Key Actions

- Expand trails, outdoor classrooms, and interpretive features
- Support fort replicas and maritime history elements as educational assets
- Enhance the Natural Resources Extension and related environmental programming
- Integrate cultural and historic interpretation with recreational amenities

Zone 3: Shoreline Restoration & Blueways

Objective: Improve water clarity, habitat, and recreational access along the shoreline

Key Actions

- Restore seagrass beds and coastal dunes using native plantings
- Develop Blueway Trails for kayaking, paddleboarding, and eco-tourism
- Promote responsible water recreation through signage and education

C. Strategic Pillar 3

Culture, Heritage & Community Identity

Goal: Strengthen community pride and heritage tourism by making Gulf Breeze's history visible, accurate, and participatory

Historic Context & Identity

The City will describe its history as:

"A community with documented settlement history dating to 1828, formally incorporated in the twentieth century."

This approach honors the early Native American presence, Spanish exploration, and documented land use, without overstating the incorporation timelines.

Key Actions

Historic Resource Protection

- Adopt a Historic Preservation Ordinance
- Establish a Historic Preservation Commission (HPC), with staffing and administrative support coordinated through the Advisory Park Board
- Pursue Certified Local Government (CLG) status with the Florida State Historic Preservation Office
- Establish and maintain an official, government-managed repository for historical artifacts and records
- Consider development of a welcome center on the green at Mariners Landing to support heritage tourism

Shoreline Park South – National Register Nomination

- Pursue listing as a cultural landscape reflecting Indigenous occupation, exploration, maritime use, and coastal development.

Neighborhood Heritage Discovery Program

- Heritage Block Captains
- Annual Neighborhood History Day
- Founders Mapping GIS Project

- Neighborhood Marker Mini-Grants
- Oral History Library in partnership with local schools

Founders & Heritage Recognition

- Annual Gulf Breeze Founders recognition
- Rotating exhibits at City Hall, Shoreline Park, and the green at Mariners Landing
- Digital walking tours and archives

Regional & Partnered Heritage Assets

- Coordinate with state and federal partners to promote awareness of Naval Live Oaks Reservation as a nationally significant historic and natural resource located within the City of Gulf Breeze, including interpretive connections to Shoreline Park and the City's broader waterfront and heritage network

IV. Governance & Implementation

Cultural & Heritage Governance Framework

- Regulatory oversight and preservation guidance
- Recreation Advisory Board (Expanded Role) to include Historic Preservation Commission (HPC)
- Cultural programming, public engagement, and annual project recommendations
- Gulf Breeze Heritage Partnership
- A City-recognized collaboration including schools, universities, environmental organizations, and the Gulf Breeze Area Historical Society (ex officio)

V. Implementation Timeline

Year 1 – Policy Alignment & Foundation

- Update the Comprehensive Plan to integrate:
  - Resiliency and shoreline protection,
  - Waterfront revitalization, and

    - Cultural and historic resource planning.
- Review and update the Land Development Code to implement the existing Gateway Overlay District
- Conduct a Gateway District implementation audit
- Adopt the Historic Preservation Ordinance and initiate the CLG application
- Begin the Shoreline Park South cultural landscape study

Years 2–3 – Program Launch & Designation

- Achieve CLG status
- Submit the National Register nomination
- Launch the Neighborhood Heritage Discovery Program
- Begin Blueway Trails and shoreline restoration projects

Years 3–5 – Implementation & Maturity

- Implement dredging and jetty frameworks
- Complete waterfront trail and heritage interpretation networks
- Expand waterfront commerce and eco-tourism partnerships
- Fully integrate heritage programming into parks and public spaces

VI. Monitoring & Accountability

- Annual progress reports to City Council
- Public dashboard tracking milestones and investments
- Ongoing community engagement through workshops and forums

VII. Conclusion

This Strategic Plan positions Gulf Breeze to grow thoughtfully while protecting what makes it unique. By aligning resiliency, waterfront revitalization, and heritage preservation through adopted planning tools, the City will strengthen its identity, safeguard its shoreline, and ensure a high quality of life for future generations.

Appendix A: Community Survey Results

In 2025, the City of Gulf Breeze conducted its third National Community Survey (following 2021 and 2023) to measure residents' opinions on community livability, quality of life, local government services, and priorities. Of the 2,373 Gulf Breeze residences that received the survey, 518 households completed it, yielding an overall response rate of 22%, which is within the 19%-25% best practices participation range.

Community Strengths in 2025

- Residents express a very high satisfaction with the overall quality of life in Gulf Breeze (90% positive responses)
- Mobility infrastructure is viewed favorably, including walking, bicycling, street repair, traffic enforcement, and overall transportation quality
- Residents feel safe and confident in local public safety services, scoring higher than the national average in safety from property/violent crimes, as well as police services and crime prevention
- Highly valued for positive natural environment and recreation, like the availability of paths and trails (94%), recreational opportunities (92%), water resources (92%), and recreation facilities (90%)

Focus Areas

- Perceptions of government show some declines since 2023
- Community design and housing remain challenging
- Economic ratings show declines since 2023

Areas of greatest change since 2023:

- 76% of the 2025 survey responses were statistically similar to 2023, with 24% of changes being significant increases or decreases (+/-6%), which are:
  - Expected impact on family income in the next 6 months (+17%)
  - Employment opportunities (-10%)
  - Cost of living in Gulf Breeze (-10%)
  - Code Enforcement (-10%)
  - Gulf Breeze as a place to work (-9%)

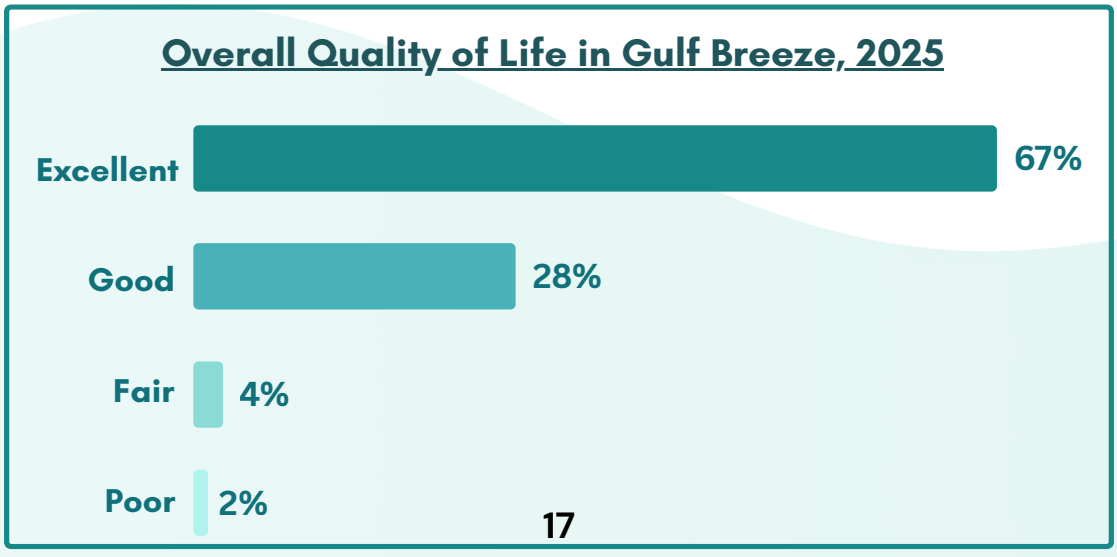
Appendix A: Community Survey Results

Facets of Livability

The survey uses 10 facets of livability — community aspects that residents place high importance on and therefore prioritize. These facets are rated by community participants and then compared with ratings from national benchmarks across hundreds of other communities. The City of Gulf Breeze's responses below show the percentage of positive responses (rated Excellent or Good).

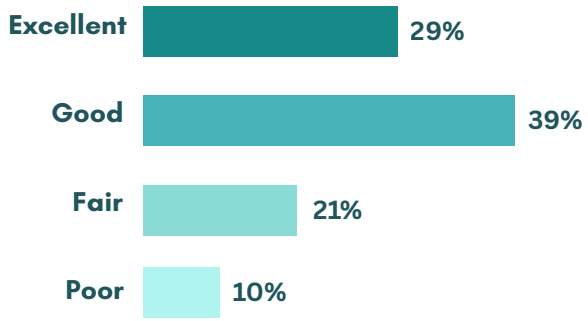
Facet	Quality
Parks and Recreation	94%
Safety	94%
Natural Environment	91%
Health and Wellness	90%
Economy	86%
Community Design	77%
Inclusivity and Engagement	76%
Mobility	74%
Education, Arts, and Culture	68%
Utilities	62%

***Percentages in green represent Gulf Breeze resident responses that rank higher than the national average**

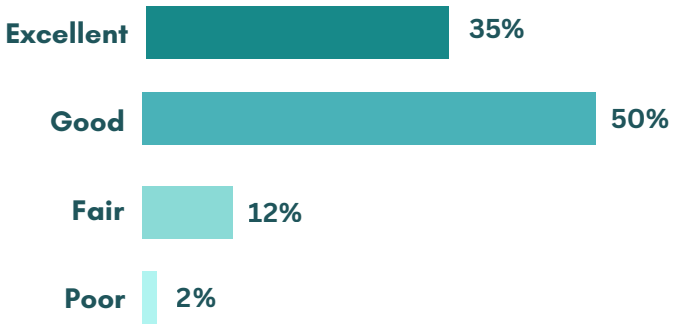


Appendix A: Community Survey Results

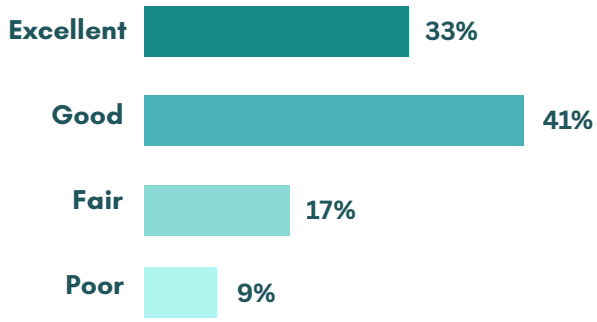
Overall Confidence in City Government, 2025



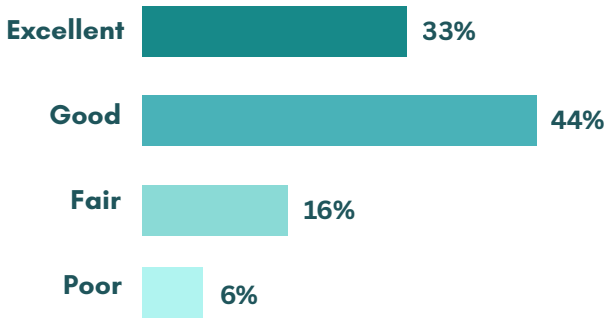
Overall Economic Health of Gulf Breeze, 2025



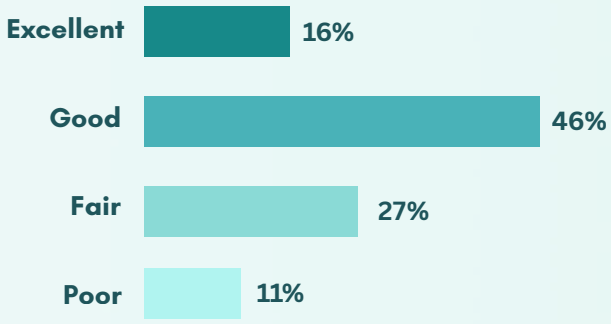
Overall Quality of Transportation System in Gulf Breeze, 2025



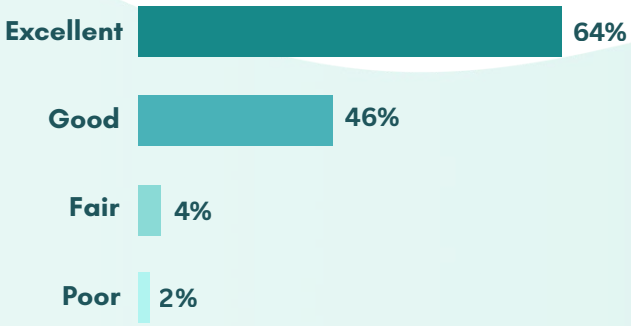
Overall Design/Layout of Gulf Breeze's Residential and Commercial Areas, 2025



Overall Quality of Utility Infrastructure in Gulf Breeze, 2025

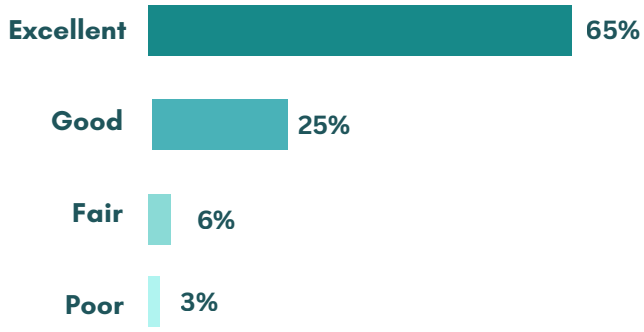


Overall Feeling of Safety in Gulf Breeze, 2025

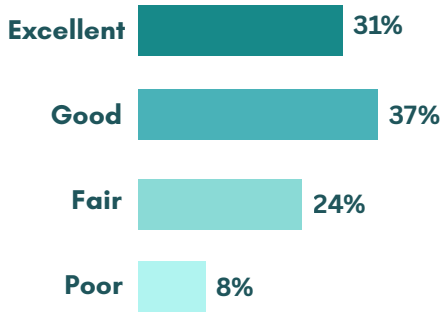


Appendix A: Community Survey Results

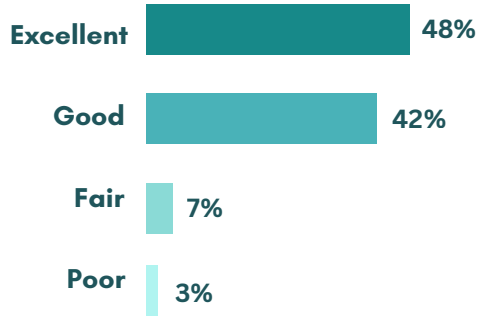
Overall quality of the Natural Environment in Gulf Breeze, 2025



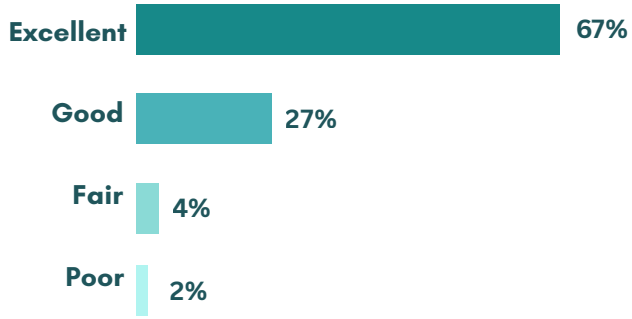
Opportunities for Education, Culture, & Arts in Gulf Breeze, 2025



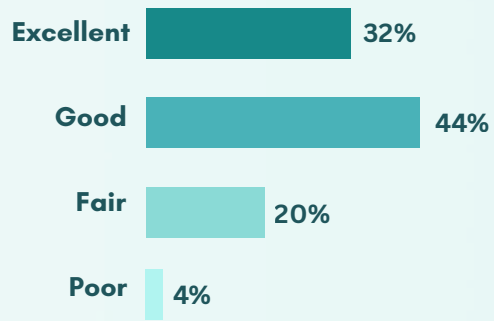
Overall Health and Wellness Opportunities in Gulf Breeze, 2025



Overall Quality of Parks and Recreation in Gulf Breeze, 2025



Overall Resident Connection & Community Engagement in Gulf Breeze, 2025



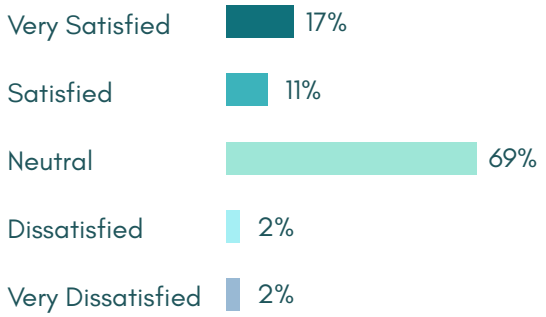
Appendix A: Community Survey Results

Custom Questions

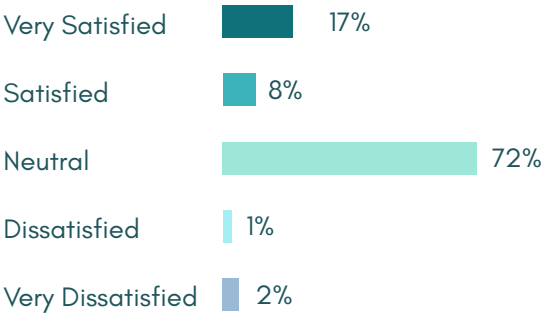
The following two questions were created by City staff to gather feedback on areas specifically related to the City of Gulf Breeze.

Custom Question #1: Please rate how satisfied you are with the following programs currently offered at the Community Center

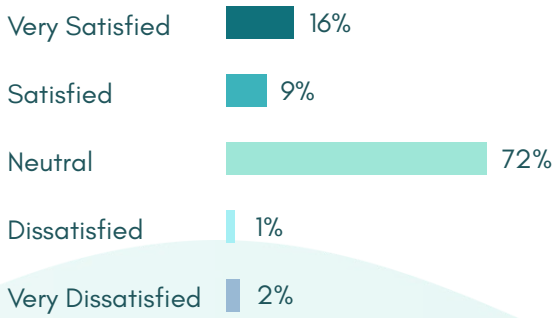
Yoga-Pilates



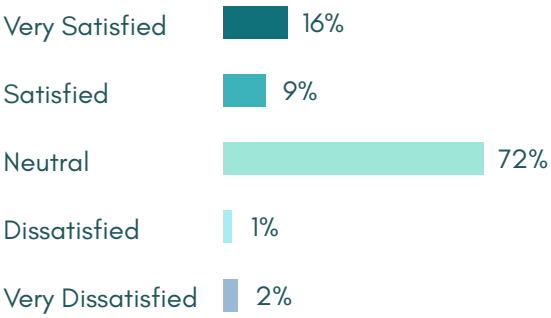
Jazzercise



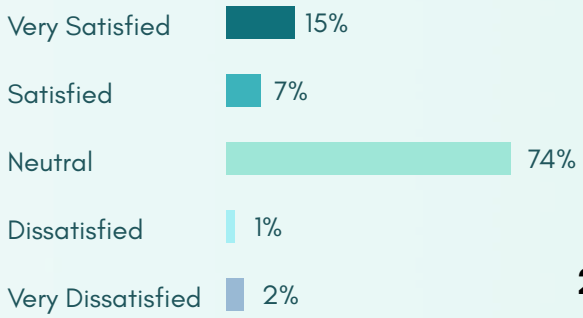
Zumba or Zumba Gold



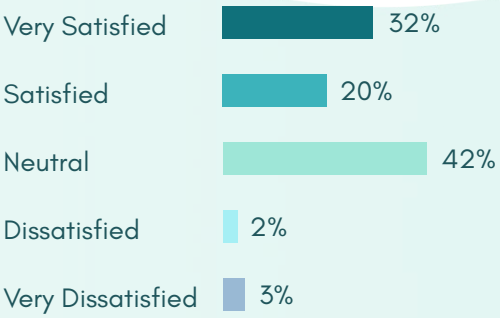
4 Shore Fit



Forever Fit

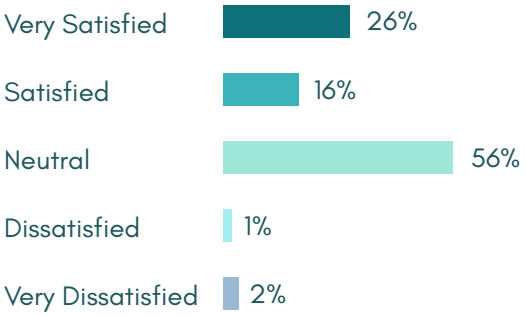


Pickleball

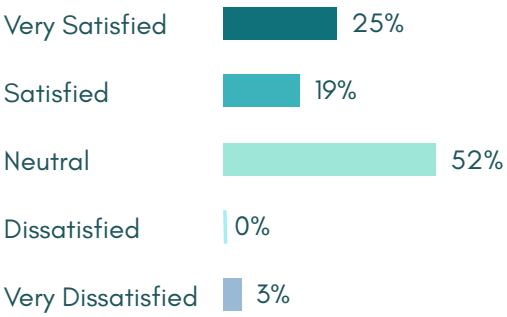


Appendix A: Community Survey Results

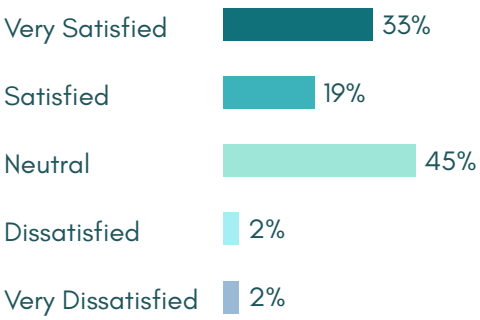
Beach Volleyball



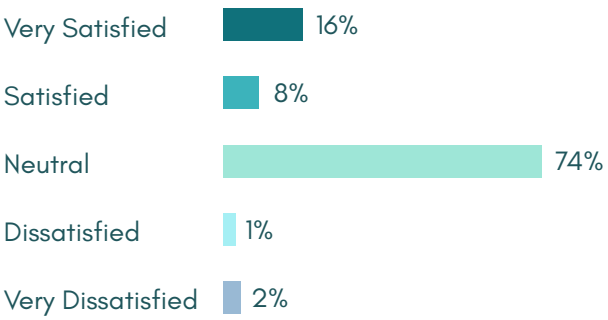
Basketball



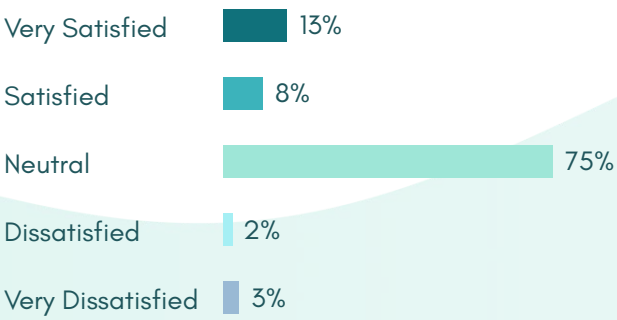
Tennis



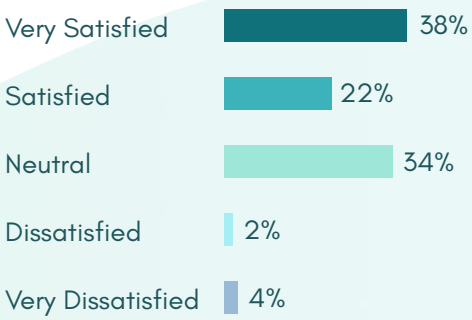
Bridge



Senior Luncheon & Bingo

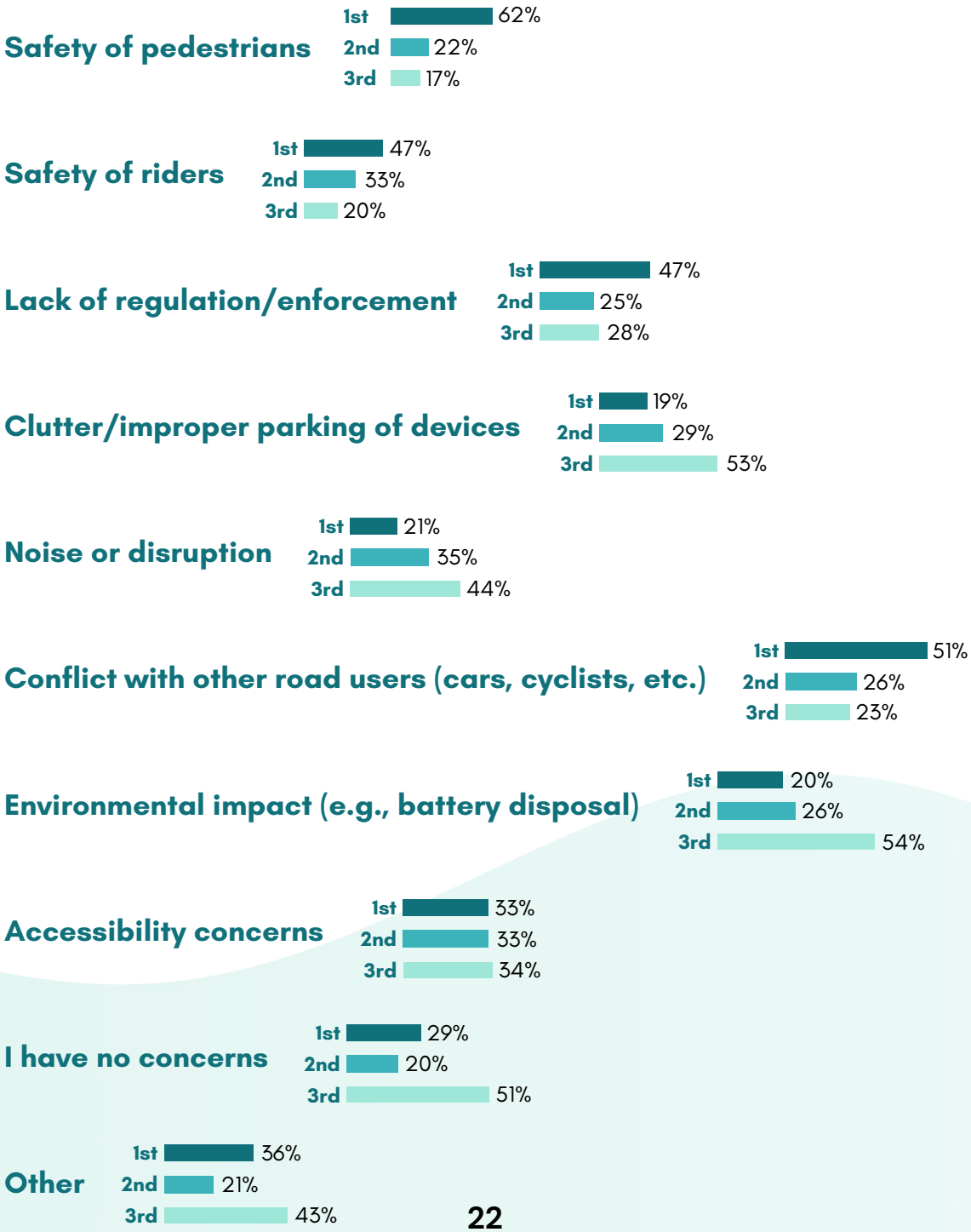


Youth Sports



Appendix A: Community Survey Results

Custom Question #2: What are your top three concerns regarding the use of e-mobility devices (e.g., e-scooters, e-bikes) in the City?



Appendix B: Funding Sources
Strategic Investments & Funding Framework

$3,391,100 Regional Reclaimed Expansion
*NWFL Water Mgmt District
& Utility Reserves

$4,000,000 National Seashore/Hwy 98 Water Main Replacement
*FDEP
*Utility Reserves

$12,200,000 City Septic-to-Sewer
*NRDA/BP Horizon Oil Spill

$1,564,230 Recreational Fishing & Blueways Improvements
* NRDA/BP Horizon Oil Spill

Neighborhood Collectors Undergrounding
*City Reserves

$1,080,953 Navy Cove/Berry Stormwater Project
*FDEP
*RESTORE/BP Horizon Oil Spill

$4,000,000 Shoreline Basin Stormwater Project
*HMGP
*City Reserves

$1,500,000 Gilmore West Basin Stormwater
*City Reserves

$100,000 Communications Tower
*Santa Rosa County ICP 9-E11

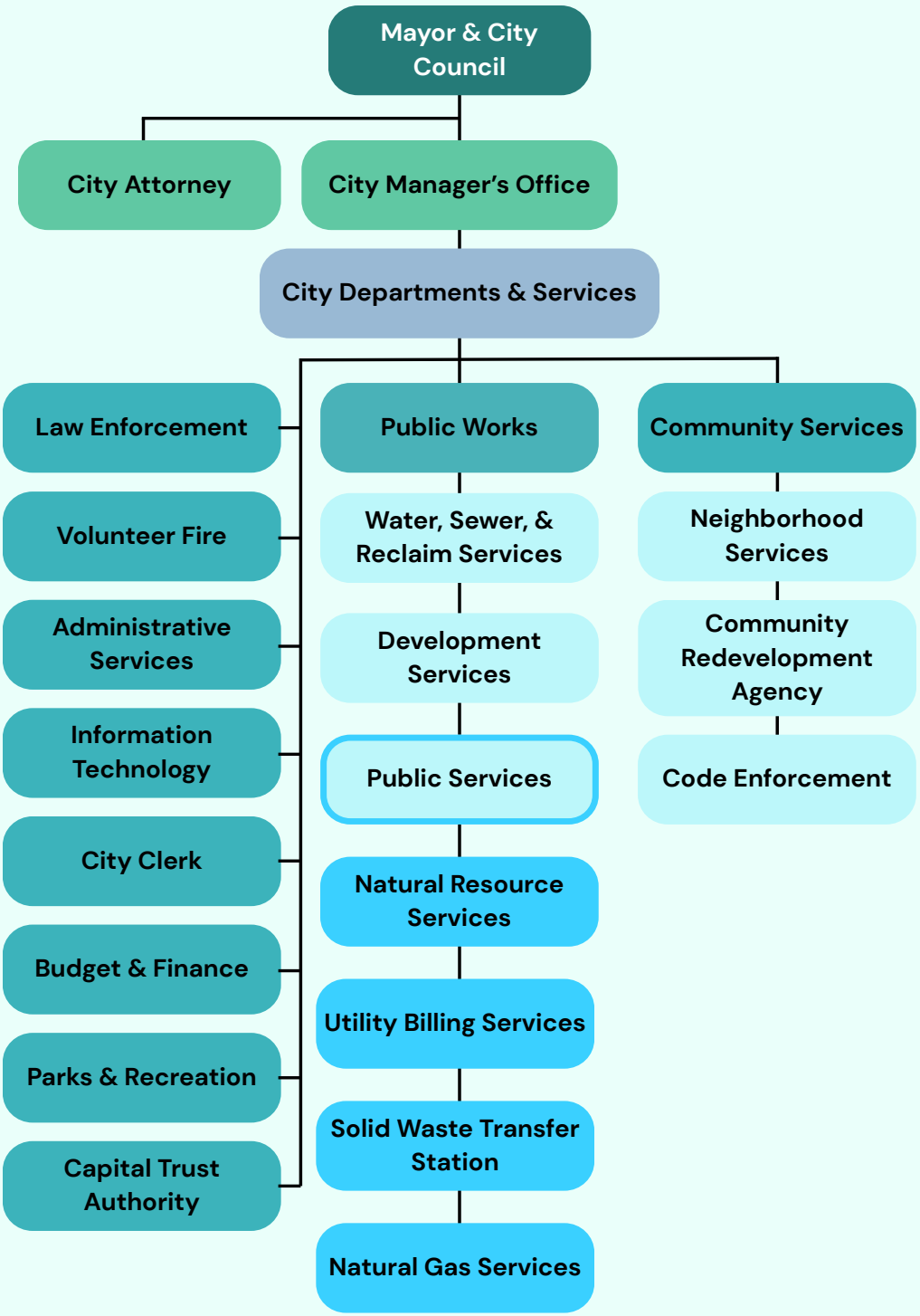
$6,000,000 Thomas E. Lambert Reclamation Facility
*Impact Fees
*FDEP SRF Loan
*RESTORE/BP Horizon Oil Spill

Water/Sewer Line Replacements
*Utility Reserves
*HMGP

Living Shoreline & Seagrass Restoration Projects
*PPBEP
*FDEP

Dredging Master Plan
*PPBEP
*FDEP
*Stormwater Utility Reserves

Appendix C: City of Gulf Breeze Organizational Chart



City of Gulf Breeze

Inclusion • Collaboration • Service-Above-Self

This Strategic Plan was designed by

Joshua D. Smith

Administrative Services Department

City of Gulf Breeze