
The Council Briefing began at 6:00 P.M. The meeting was held via video conference using the Zoom platform.

The following City Council Members were in attendance:

Mayor: William C. Latham

Council Members: Keith Doherty (absent) Georgette Dumont Sandy Golding
Christine Hoffman Cory Nichols Phil Vogelsang

Also present was City Manager Mike Staffopoulos.

Purpose of Briefing

The purpose of the Briefing was to update the Council Members about ongoing items in the City.

City Manager

External Auditors Review FY2019 Comprehensive Annual Financial Report (CAFR)

Chief Financial Officer Ashlie Gossett introduced Ryan Tucker and Meagan Camp, Financial Auditors with Purvis Gray & Company, LLP.

Mr. Tucker reviewed the External Auditors Review FY2019 CAFR [on file]. Mr. Tucker stated the City is in good financial standing.

Use of external ERP audit

Mr. Staffopoulos stated the new ERP (Enterprise Resource Management) project is planned to replace the current financial computer system (Sunguard) the City has been using since 1989. The new ERP system implementation has been separated into three phases:

- Financials
- Payroll and Human Resources
- Utility Billing

As the financial portion of the new ERP system is operating, Mr. Staffopoulos stated there are issues with the conversions for the HR/Payroll portion and the Utility Billing portion as well. Mr. Staffopoulos stated City Administration is not sure what the cause is, but they are recommending an independent consultant review the project to determine the following issues:

- Limitations to the software
- Level of support the City is receiving from the vendor
- Change of staff in the City
- Need for customization of the software

Mr. Staffopoulos stated the current budget for this project includes \$100,000 for outside assistance, and the consultant fee would be taken from the line item in the budget.

Mr. Staffopoulos stated the budget for the ERP project is \$1.9 million, and approximately \$1.1 million has been spent. Approximately \$830,000 remains in the budget for the remaining two phases. Mr. Staffopoulos stated before proceeding any further in the conversion project, the City needs to know if the project is going to work correctly and meet the City's needs.

Mr. Staffopoulos stated the consensus from Council was to proceed with hiring a consultant to audit the progress on the ERP project.

Emergency water repair

Director of Public Works Dennis Barron updated Council with a presentation [on file] regarding the water line break and repair under A1A. Mr. Barron stated the broken pipe was intended to be part of a previous repair project but was never replaced. Conversation ensued regarding concerns for tracing back how and why the old pipe was not repaired and included in the previous project as scheduled. Mr. Barron stated research is being done, and focus is being placed on updated and accurate GIS maps and the attempt to be proactive on monitoring other pipes in the area for leaks.

Local COVID-19 update

Mr. Staffopoulos stated he and Mayor Latham, in conjunction with the Mayors of Neptune and Atlantic Beach, are closely monitoring the change in data related to COVID-19 within the three beach communities. Conversation between the beach communities has taken place regarding whether or not additional actions or precautions should be taken at this time. Mr. Staffopoulos stated no decisions had been made at this time, but the current situation is being monitored closely.

Mayor Latham stated after doing a lot of research, at this time, the City of Jacksonville Beach would not make wearing masks mandatory.

Topics for upcoming Council Briefing on July 20, 2020

Mr. Staffopoulos stated the next City Council Briefing would be on July 20, 2020, and would possibly be an in-person meeting dependent on the possible extension of Executive Order NO. 2020-02 to allow the use of Communication Media Technology (CMT) for public meetings. Mr. Staffopoulos stated half of the briefing time would be reserved for Council discussion. Conversation ensued regarding topics from Council members to be discussed at the next Briefing.

The Briefing adjourned at 7:03 P.M.

Submitted by: Jodilynn Byrd
Administrative Assistant

Approved:



William C. Latham, MAYOR

Date: 7-20-2020