



CITY OF JACKSONVILLE BEACH

FLORIDA

MEMORANDUM TO:

The Honorable Mayor and
Members of the City Council
City of Jacksonville Beach, Florida

Council Members:

The following Agenda of Business has been prepared for consideration and action at the Regular Meeting of the City Council on **Monday, March 4, 2013, at 7:00 P.M. in the Council Chambers, 11 North Third Street, Jacksonville Beach, Florida.**

**Opening Ceremonies: Invocation
 Salute to the Flag**

Roll Call

1. **APPROVAL OF MINUTES:**

- Council Orientation held February 6, 2013
- Council Workshop held February 13, 2013
- Council Briefing held February 18, 2013
- Regular City Council Meeting held February 18, 2013

2. **ANNOUNCEMENTS:**

3. **COURTESY OF THE FLOOR TO VISITORS:**

4. **MAYOR AND CITY COUNCIL:**

5. **CITY CLERK:**

Appointment of a Second Alternate Member to the Planning Commission to Complete an Unexpired Term.

6. **CITY MANAGER:**

- (a) Approve a Special Event for the 4th of July that will be Conducted by Jax Beach Festivals, Inc.
- (b) Authorize the Execution of Closing Documents to Finalize Purchase of Real Property. (Lot 22, Block 5, Sea Side Park Subdivision)

Memorandum, Mayor and City Council
City Council Agenda for March 4, 2013

- (c) Authorize the Execution of Closing Documents to Finalize Purchase of Real Property. (Lots 15 and 16, Block 9, Pine Grove Unit 2 Subdivision)
- (d) Approval of Lease Agreement for Chris Larson d/b/a Big Fish Roofing Company to Lease Property at the Jacksonville Beach Industrial Park.

7. **RESOLUTIONS:**

RESOLUTION NO. 1912-2013

“A RESOLUTION AMENDING THE OPERATING BUDGET OF THE CITY OF JACKSONVILLE BEACH, FLORIDA FOR THE FISCAL PERIOD BEGINNING OCTOBER 1, 2012, AND ENDING SEPTEMBER 30, 2013.”

8. **ORDINANCES:**

ORDINANCE NO. 2013-8024 – Second Reading

“AN ORDINANCE AMENDING CHAPTER 32, UTILITIES, OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH, FLORIDA; PROVIDING THE METHOD OF CALCULATING THE MAXIMUM ANNUAL CONTRIBUTION MADE BY THE ELECTRIC UTILITY FUND TO THE GENERAL FUND TO BE INCLUDED IN THE CITY’S ANNUAL OPERATING BUDGET; PROVIDING FOR REPEAL OF ALL CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”

Respectfully submitted,

/s/George D. Forbes
CITY MANAGER

GDF:jlb
02/28/13

If a person decides to appeal any decision made by the City Council with respect to any matter considered at any meeting, such person may need a record of the proceedings and, for such purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The public is encouraged to speak on issues on this Agenda that concern them. Anyone who wishes to speak should submit the request to the City Clerk prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk’s Office at (904) 247-6299, ext 10, no later than 3:00 PM, Friday, March 1, 2013.

Minutes of City Council Orientation
Wednesday, February 6, 2013 – 3:00 PM
11 North 3rd Street, Jacksonville Beach, FL

The Council Tour began at 3:00 p.m.

The following City Council Members attended:

Mayor Charlie Latham

Keith Doherty
Chris Hoffman
Phil Vogelsang

Also in attendance were City Manager George Forbes and Finance Officer Harry Royal.

Purpose of Orientation

The purpose of the Orientation was to allow newly elected Councilmembers to meet staff members, tour their work area, and briefly explain their function within the City.

City Clerk's Office

City Clerk Judy Bullock welcomed the members of the Council and provided each of the attendees a handout that outlined the duties and responsibilities of the City Clerk's Office. Assistant City Clerk Nancy Pyatte gave brief overview of her duties and Secretary Jill Pewitt explained her role in the City Clerk's Office.

Ms. Bullock gave a brief tour of the work area including the vault and displayed records from the early 1900's.

Planning and Development Department

Senior Planner, Bill Mann provided Council members with an overview of the department organization and introduced the staff. He advised that the department had been downsized from 11 employees to 8 employees. However, they are monitoring the proposed construction projects and they may need to fill an open Building Inspector position to maintain their level of service.

Building Official Jon Hays and Mr. Mann reviewed the business plan. Mr. Hays also went over Plan Review, Permitting, Inspection, and Codes Enforcement procedures. He also explained the Special Magistrate process.

Next was a brief review of Mr. Mann's and Mr. Lindorff's duties and responsibilities followed by an overview of the Comp Plan, Floodplain Management, and Redevelopment projects. Mr. Mann provided information on the two Redevelopment Districts and explained the concept of the TIF revenues.

Human Resources

Human Resource Director Karen Nelson introduced the department staff and discussed the Department's mission.

City Council Orientation
held on Wednesday, February 6, 2013 – 3:00 p.m.

City Manager

City Manager George Forbes gave Councilmembers an overview of the City Manager’s mission.

Finance Department

Finance Officer Harry Royal introduced the staff of the Finance Department and reviewed their mission. He then described the Divisions in the Finance Department and their responsibilities.

Councilmembers then proceeded to the IS Department (Information System). Kent Haines described the equipment and functions of this division, then briefly reviewed the Strategic Technology Plan.

Utility Billing

Councilmembers were then introduced to Utility Billing Supervisor Glenda Wagner. Ms. Wagner introduced staff members, and explained the various operations within the division. A demonstration of the Pitney Bowes Mailing/Inserter was conducted. Ms. Wagner also explained the various payment options that utility customers have to pay their utility bills.

Fire Department

Fire Chief Gary Frazier introduced the staff to the Councilmembers. He explained the mission, operations and programs.

Councilmembers were shown a cardiac arrest scenario, the Thermal Imaging camera, and its use in a smoke filled room. A SCBA (air-pac) was displayed and its use was explained. Chief Frazier also apprised Councilmembers of the Capital Improvement Program for the next budget year, which included the replacement of the current SCBAs.

The Councilmembers were taken on a tour of the fire station, which included the fire trucks and equipment used by the firefighters.

Submitted by: Judy L. Bullock
City Clerk

Approved:

William C. Latham, Mayor

Date: March 4, 2013

Minutes of City Council Workshop
Downtown Parking
Wednesday, February 13, 2013 – 6:30 PM
City Council Chambers

Mayor Charlie Latham called the workshop to order at 6:37 PM.

The following City Council members were in attendance:

Mayor Charlie Latham	Steve Hartkemeyer	Jeanell Wilson
Mayor Pro-Tem Tom Taylor	Chris Hoffman	
Keith Doherty	Phil Vogelsang	

Also present were City Manager George Forbes, Interim Police Chief Pat Dooley, Commander Steve Corbitt, Finance Officer Harry Royal, Budget Officer Trish Roberts, Planning and Development Director Steve Lindorff, Parking Enforcement Coordinator Shannon Robeson, and Sheri Gosselin, Assistant to the City Manager.

Purpose of Workshop

The purpose of the workshop is to discuss downtown parking.

Discussion

Mayor Latham began the workshop with a brief introduction. Mayor Latham stated that the focus of this workshop was downtown parking and the City's paid parking program. He said there would be other workshops to discuss residential parking, and low speed vehicles. Mayor Latham stated that the purpose of this workshop is not to find an overall solution at this time, but to hear from participants and those affected.

Commander Corbitt gave a brief history of the paid parking program. He went over the boundaries of the downtown area, showed the four City owned lots, and identified the three City owned lots that are in the paid parking program. Commander Corbitt presented a PowerPoint presentation (attached) that contained the history of the paid parking program and gave a detailed count of the available public spaces in the entire downtown area and in each of the three City owned parking lots in the paid parking program. He defined the two seasons (Summer and Winter) and showed the hours for paid parking during each season. Commander Corbitt stated the percentage of time (hours) for each season that the paid program is utilized and said the amount charged is \$5.00, no charge for handicapped parking. He explained what the benefits have been during the hours of the paid parking program.

Commander Corbitt and City Manager George Forbes took questions from the workshop participants. Following the question and answer period, City Manager George Forbes asked the participants to get into groups and select someone to be the spokesperson for the group. Mr. Forbes asked the groups to discuss whether the current paid parking program should be continued, modified or discontinued. Each group was provided with paper and a marker. He

stated that there may be differing views and that each person should have an opportunity to speak. Workshop participants were given approximately 30 minutes discussion time.

A spokesperson from each group explained their group's views, ideas, perceived pros and cons of the paid parking program, and possible solutions.

Mr. Forbes stated that there were great ideas all around. He said that he took notes and staff would also take the information from the group presentation pages.

Mayor Latham closed out the workshop stating that additional workshops would be set up to address residential parking, low speed vehicle parking and visitor parking. He said the Council would take all the information from the parking workshops and use it when making decisions in the best interests of the City of Jacksonville Beach, it's residents and businesses. The Mayor thanked the participants for being a part of the solution.

The workshop was adjourned at 8:26 PM.

Submitted by: Sheri Gosselin
Assistant to the City Manager

Approved:

William C. Latham, Mayor

Date: _____

**Council Workshop - Downtown Parking
Wednesday, February 13, 2013**

Workshop Participant Presentations

Participants were given the task of answering three questions. Should the current paid parking program be continued? Should it be modified? Should it be discontinued? (Yes? No? Why?)

Group 1

Is it the City Manager's responsibility to create new revenue streams or is it governments' job to judiciously spend the taxes they collect. Should our government collect more than they can? If so, let's charge a toll to walk on the beach, drive on the road, etc.

Group 2

Should paid parking be continued?

Beth – Yes

Jay – Maybe

Ed – No

Should it be modified?

Beth – Parking meters

Jay – Changes hours of paid because the problem people come late. 2PM are family people.

Redevelopment Agency – How much money in the coffer? Aren't all these spaces in the Redevelopment Agency? Can the incremental tax pay for police staffing? Transparency.

Corbitt – Rather flippant comment. We do afford you and our parking ain't free.

Group 3

Should program be continued?

Yes (3)

Reduces rowdiness and criminal behavior. Filters out criminal element.

Modifications

- Look at value of winter months.
- Not enough notice that lots are closed due to weather, special events (use parking coordinator)
- Encourage/advertise which businesses refund parking when you patronize.
- Look at Thursday paid parking (party night for college students).
- Consider the 2nd and 2nd lot for paid parking.

Should it be discontinued

No – All of the above

Group 4

1. Yes
 - Needed revenue and security
 - Paid parking encourages turnover
 - Benefits business
2. Yes
 - Extending Summer hours of paid parking
 - Move to an hourly rate
 - Kiosks
 - Special exceptions for employees, residents, and customers that spend money at downtown business
 - Reduce Winter hours
3. No – See No. 1

Group 5

Christine Mitchell

1. The program should not be continued. The orange barriers need to disappear, are eyesore. We did a great job of making downtown beautiful then we put those awful orange barriers. They are a real eyesore!!!
2. No!!
3. Yes
4. We need the parking meters as they have in St. Augustine “Pay and Display”. The ticket is purchased at the meter and you put your ticket on the dashboard.

George Mitchell

1. No. The program should not be continued or have Pay and Display parking meters.
 2. No!!!!
 3. Yes – See answer #1
 4. We need parking meters as they have in St. Augustine. That way, if you want to stay for 30 minutes, you are not penalized.
-
1. No!!
 2. No
 3. Yes
 4. Because you penalize the businesses. Because if they want to run into a store, they are forced to pay \$5.00 for a 5 minute trip. You made it inconvenient for me as well as the rowdy people.

Group 6

No such thing as “free” parking.

Modified

- Metered – Multi-space “Pay-by-phone”
 - All
 - Adjustable – creates turnover
 - Poss. long term
- Structured parking

- Public/private
- Off-site parking
 - Use trolley to shift to beach (paid parking supports)
- Economic Development “Parking Benefit Districts”

Parking management strategies: “Cash outs” “Unbundling”

Group 7

Not Working

- Creates negative image
- Brings sales down
- Lowers income
- Loses jobs

Modified

- Yes, yes, yes, yes
- Better signage and consistency
- A validation system
- Enforcement of 2 hour parking
- Scale parking based on demand
- Lower price

Discontinued

- Yes (Maybe, yes, yes, yes)

Why

Group 8

#1 (3) Yes – Public safety/crowd control/eyes on the space/revenue stream for the city/make visitors feel safe

#2 (3) Yes – Free for JB residents

#3 No – Promotes reasonable behavior, eyes on the space

Group 9

1. Continue with modifications
 - A. Price analysis – Is it priced right?
 - B. Residents should not have to pay
 - C. Aggressive enforcement/ticketing of illegally parked cars. Maybe increase fines?
 - D. Improved signage beach wide. No parking, public parking, beach access. Some of it is unclear. Some lacking signage altogether.

Group 10

Should it be continued? Yes

Should it be modified? Yes

- More attractive – less orange stuff
- More flexibility – use it when weather is nice

- Open up unused City lots for parking
- Possible refund for business if customers give receipts
- Better monitoring by police of non-City lots which allow parking, example Casa Marina lot
- Or hold owners of lots responsible for behavior and clean up.

Group 11

- 1) Modified
 - A. Cut overhead
 - B. Parking passes for business
 - C. Set times
 - D. We do not have a parking problem – Special event problem

Many seniors cannot afford to buy pass, pay for a meal, and pay for parking.

Group 12

- 1) Should paid parking be continued? Yes – 3 No – 0 Maybe – 1

Why?

- Decrease number of beach goers who don't spend money at local businesses
- Slippery slope
- Lack of turnover can hurt business

- 2) Should it be modified? Yes – 4 No – 0

Why?

- Slippery slope
- Need to promote turnover of businesses (sell by slice?)

- 3) Should the current program be discontinued? Yes – 0 No – 3 Maybe – 1

Group 13

- 1) Yes
- 2) Yes
 - Maybe add parking meters
 - Give beaches residents and employees a beach pass (maybe a monthly or annual parking pass)
 - Add motorcycle parking
 - Utilize non-city owned parking (Wells lot, etc.)

How will the city handle the overflow of visitors now that more businesses are open?

Group 14

1. Voucher system – paid stamped receipt “City Refund”. Latham lot never, especially in the winter. Is the \$5.00 fee fair?
2. Should be modified “yes”.
3. The burden is now on the business owner. Forced to protect our existing parking lot.
4. Suspend during winter months. If at all, after 10:00 PM dinner hour.

5. Carrabba's reimbursing.
6. Increase free parking. Get income from property taxes.

Minutes of City Council Briefing
Monday, February 18, 2013 – 6:00 PM
City Council Chambers
11 North 3rd Street, Jacksonville Beach, FL

The Council Briefing began at 6:00 PM.

The following City Council members attended:

Mayor Charlie Latham

Keith Doherty
Steve Hartkemeyer
Christine Hoffman
Tom Taylor
Phil Vogelsang
Jeanell Wilson

Also present were City Manager George Forbes, City Department Directors, and Assistant City Clerk Nancy Pyatte.

Purpose of the Briefing

The purpose of the Briefing is to update the Councilmembers on projects, recent developments, upcoming issues, and review of agenda items.

City Manager

Mr. Forbes announced there will be a workshop on February 25, 2013, Monday at 6:30 PM, on downtown parking and low speed vehicles. The workshop is intended for Council's review of the information received at last weeks' workshop. Interim Police Chief Pat Dooley and the City Manager will have a presentation.

Mr. Forbes stated that following the next Council Orientation on Wednesday, March 6, 2013 at 3:00 PM, there will be a workshop at 6:30 PM, on the issues of vagrants and public safety.

Planning and Development Department

Steve Lindorff, Director of Planning and Development, addressed the Mayor and Council regarding the South Beach Sidewalk and Bus Shelter Project and distributed a copy of the site plan (copy on file for the record). Mr. Lindorff reviewed the project stating new sidewalks will be constructed along South Beach Parkway, two new bus stop shelters will be built on Marsh Landing Parkway, and sidewalk reconstruction will be done at the southeast corner of South Beach Parkway and Osceola Avenue. We are proceeding with this construction project and have funding and approval from the Redevelopment Agency.

Fire Department

Fire Chief Gary Frazier addressed the Mayor and Council about the department’s radio system. Chief Frazier stated all radios (400) will be reprogrammed in order to upgrade to a digital system, which will be in effect in four weeks. The Chief stated that the total cost is \$7,600.00 for this project; the department has \$6,600.00. Mr. Forbes stated the City will do a mid-year budget mod for the difference.

Purvis Gray & Company

Mr. Joe Welch and Mr. Ryan Tucker, external auditors, presented a detailed review of the Audit Report as of September 30, 2012. The Mayor and Council had copies of this report for reference. In summary, Mr. Welch stated that there were no changes or adjustments necessary. The City received an unqualified opinion on their financial statements and the audit showed no findings of noncompliance.

Mr. Forbes gave an overview of the City’s accomplishments, noting the long-term debt has been cut in half over the past decade. Mr. Forbes stated that the City is doing well, but still faces challenges in the upcoming year due to economic factors such as declining revenue in the general fund, and pension costs and increasing health insurance costs.

Both the City Manager and the Mayor complimented the Finance Department staff for the outstanding job they do on the City’s budget.

The workshop adjourned at 6:55 PM.

Submitted by: Nancy J. Pyatte
Assistant City Clerk

Approved:

William Charles Latham, Mayor

Date: March 4, 2013

**Minutes of Regular City Council Meeting
held Monday, February 18, 2013, at 7:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida.**



CALL TO ORDER:

Mayor Charlie Latham called the meeting to order.

OPENING CEREMONIES:

Invocation was by Council Member Taylor, followed by the Salute to the Flag.

ROLL CALL:

Mayor: Charlie Latham

Council Members: Keith Doherty Steve Hartkemeyer Christine Hoffman
Tom Taylor Phil Vogelsang Jeanell Wilson

Also present was City Manager George Forbes and Judy L. Bullock, City Clerk.

APPROVAL OF MINUTES

It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, and passed, to approve the following minutes, as presented:

- Council Briefing held February 4, 2013
- Regular Council Meeting held February 4, 2013

ANNOUNCEMENTS

Councilmember Tom Taylor

- Mr. Taylor congratulated the Exchange Club on their successful Fund Raiser, held February 9, 2012.

Councilmember Jeanell Wilson

- Asked if a report on the Donna 26.2 Run was available. Interim Police Chief Pat Dooley advised that he did not have an official report; however, there were very few complaints during the event.

Councilmember Phil Vogelsang

- Mr. Vogelsang stated that he and several other councilmembers had attended a Grand Opening/Ribbon Cutting ceremony for the new Homeparts store located at 1500 Beach Blvd. He added that the business brought 10 to 15 new jobs to the beach.
- Mr. Vogelsang also advised that he joined School Board member Fel Lee on a tour of Fletcher High School and Fletcher Middle School. He commented that he was very impressed with the condition of the schools, the security program, and the professionalism of the staff.

Mayor Charlie Latham

Mayor Latham made the following announcements:

- He met with Lori Anderson from Mission House on February 6, 2013 and was pleased with her management of Mission House. He added that he looks forward to working with her and her staff to examine the vagrancy issue.
- He met with Stephanie Royal and Cathy Hagan from the Small Business Development Center and John Bryan from the Chamber of Commerce. As a result, a meeting will soon be scheduled to allow local businesses to discuss the type of assistance that is currently available.
- On February 10, 2013, he and his wife, Kathryn were honored to welcome the 11th District leadership of the African Methodist Episcopal Church to the local St. Andrew AME Church.
- The first parking workshop was held on February 13, 2013, with residents and business owners attending. As a result of the workshop, a decision was made by the City Manager to delay the start of paid parking until 10:00 p.m. during the remainder of the winter season.
- He also attended the anti-violence rally at the Jacksonville Landing on February 26, 2013, with Interim Police Chief Dooley. The rally was organized by Ron Davis, father of shooting victim Jordan Davis. Also in attendance was beaches resident Iesha Mann who is paralyzed from being shot while walking her mother's dog. The event was very successful and drew hundreds of participants.
- The Fourth of July arrangements are progressing well and working hard to establish a family oriented celebration. As plans progress, details will become available.
- The Christmas Decoration volunteer group will hold their first meeting in late March/early April. If additional people would like to help, e-mail your name, e-mail address, and phone number to clatham@jaxbchfl.net.
- The road project on Beach Blvd. is expected to be completed by late February/early April. Public Works Director Ty Edwards, his staff and contractor Petticoat-Schmidt were commended on getting the project finished quickly.
- The Financial Audit of the City has been completed and he extended his appreciation to City Manager George Forbes and Finance Officer Harry Royal on their management of the City.

COURTESY OF THE FLOOR TO VISITORS

Speaker:

- Sandy Golding, 1203 North 18th Avenue, Jacksonville Beach
Ms. Golding commended the Council on their Parking Workshops.

MAYOR AND CITY COUNCIL

CITY CLERK

CITY MANAGER

- (a) Monthly Financial Reports – Month of January 2013

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to approve the Monthly Financial Reports for the month of January 2013.

Roll call vote: Ayes – Doherty, Hartkemeyer, Hoffman, Taylor, Vogelsang, Wilson, and Mayor Latham; motion carried unanimously.

- (b) Acceptance of the Independent Auditor's Report on the General Purpose Financial Statements of the City of Jacksonville Beach for the Fiscal Year Ending September 30, 2012.

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to accept the Comprehensive Annual Financial Report for fiscal year ending, September 30, 2012.

Ms. Wilson commented that she would like additional time between receipt of the annual audit and its approval.

Roll call vote: Ayes – Hartkemeyer, Hoffman, Taylor, Vogelsang, Wilson, Doherty, and Mayor Latham; motion carried unanimously.

- (c) Approve the Purchase of a Trailer to Transport Multiple Kayaks and Paddle Boards for use by the Ocean Rescue Competition Team.

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to approve the purchase of a kayak/paddle board trailer for the Ocean Rescue Competition Team, as described in a memorandum from the Recreation and Parks Director, dated February 6, 2013.

Mr. Forbes displayed a photograph of the proposed trailer and explained that the Jacksonville Beach Lifeguards are highly trained in ocean rescue and one of the ways to gauge the level of readiness is to participate in competitions against other lifesaving teams. To participate the team must travel and transport equipment to the various sites.

To assist them in the transport of equipment the Competition Team members raised funds on their personal time to assist with travel costs and purchase of a trailer for items such as paddle boards and kayaks. Their current balance of funds is \$3,613.00 and the cost of the trailer is \$1,758.90. He added if approved, the expenditure would be included in the mid-year budget modification.

Ms. Wilson requested confirmation that the funds are from contributions and not from taxpayer monies, to which Mr. Forbes replied in the affirmative.

Minutes of Regular City Council Meeting
held Monday, February 18, 2013

Roll call vote: Ayes – Hoffman, Taylor, Vogelsang, Wilson, Doherty, Hartkemeyer, and Mayor Latham; motion carried unanimously.

(d) Award Bid Number 1213-02 for Distribution Transformers.

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to award Bid No. 1213-02 to *Central Moloney* as outlined in a memo from Roy Trotter, dated February 8, 2013, and titled “Bid Distribution Transformers” for a period of one year, with an option to renew for two additional one-year extensions, upon approval of the City Manager.

Mr. Forbes displayed an image of the bid proposal form showing the various costs and advised that the bid covers the purchase of 28 different sizes of electric transformers which are stocked by the City’s Storeroom, for use by Beaches Energy.

Ms. Wilson asked about the painting of current transformers and removal of graffiti.

Mr. Forbes responded that when it is brought to their attention, the transformers are repainted and for the graffiti issue, we are working on a citywide team and types of products to remove the graffiti.

Roll call vote: Ayes –Taylor, Vogelsang, Wilson, Doherty, Hartkemeyer, Hoffman, and Mayor Latham; motion carried unanimously.

(e) Award Bid 1213-05 for SF6 145kV, 40kA Transmission Gas Circuit Breakers.

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to award Bid Number 1213-05 for SF6 145kV, 40kA transmission gas circuit breakers to *GRESKO*.

Mr. Forbes displayed a photograph of the circuit breakers and briefly reviewed the use of oil circuit breakers and the need to be able to interrupt transmission of electric when needed. He explained that some of the current breakers in use were installed in 1982 and are at the end of their usefulness. Additionally, replacement parts are no longer available.

Roll call vote: Ayes – Vogelsang, Wilson, Doherty, Hartkemeyer, Hoffman, Taylor, and Mayor Latham; motion carried unanimously.

(f) Award Bid No. 1213-06 – Electric Supplies – 12 Months Requirements

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to award Bid Number 1213-06 to the lowest bidders meeting specifications as recommended in the February 8, 2013, memorandum from Roy Trotter, titled “Electric Supplies – 12 Months Requirements.”

Roll call vote: Ayes – Wilson, Doherty, Hartkemeyer, Hoffman, Taylor, Vogelsang, and Mayor Latham; motion carried unanimously.

(g) Award Bid Number 1213-04, “12th Avenue South (Central) Stormwater Basin Erosion Control Improvements Project,” to *G & H Underground Construction, Inc.*, the Lowest, Qualified Bidder.

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to award Bid Number 1213-04, titled "The 12th Avenue South (Central) Stormwater Basin Erosion Control Improvements Project," to the lowest, qualified bidder, *G & H Underground Construction, Incorporated*, and authorize Construction Administration Services with the project's design firm, *Jones Edmunds*, as described in the memorandum from the Public Works Director, dated February 8, 2013.

Mr. Forbes displayed photographs of the project site and gave an overview of the project. He advised that there is not a lot of land for use, so there are very steep banks on both sides of the basin.

Ms. Wilson asked about the funding for the project.

Mr. Forbes explained that the project is costing more than originally anticipated and added that the funds are part of the FY 2013 Capital Improvement Plan and that they originate from the Stormwater Fund.

Roll call vote: Ayes – Doherty, Hartkemeyer, Hoffman, Taylor, Vogelsang, Wilson, and Mayor Latham; motion carried unanimously.

RESOLUTIONS

(a) Resolution No. 1911-2013

"A RESOLUTION REVISING ELECTRIC RATES FOR BEACHES ENERGY SERVICES BY ESTABLISHING A RATE STABILIZATION ACCOUNT."

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to adopt Resolution No. 1911-2013, establishing a rate stabilization account and prescribing the methodology and definition of terms related to the calculation of the bulk power adjustment energy rate for Beaches Energy.

Mr. Forbes explained that the auditors have recommended that the City establish a rate stabilization account in the electric fund. The account is used as a means of providing more stable electric rates. When there are sudden and temporary changes in the cost of power, the account can mitigate fluctuations in the cost of power billed to the customers. He added that the City can fund the account from monies currently on hand in the bulk power adjustment account and that this will have no effect on the income of the electric utility.

Roll call vote: Ayes – Hartkemeyer, Hoffman, Taylor, Vogelsang, Wilson, Doherty, and Mayor Latham; motion carried unanimously.

ORDINANCES

(a) Ordinance No. 2013-8024 – FIRST READING

“AN ORDINANCE AMENDING CHAPTER 32, UTILITIES, OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH, FLORIDA; PROVIDING THE METHOD OF CALCULATING THE MAXIMUM ANNUAL CONTRIBUTION MADE BY THE ELECTRIC UTILITY FUND TO THE GENERAL FUND TO BE INCLUDED IN THE CITY’S ANNUAL OPERATING BUDGET; PROVIDING FOR REPEAL OF ALL CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to adopt Ordinance No. 2013-8024, establishing an annual maximum transfer from the electric utility to the general fund and prescribing the methodology for calculating the transfer amount.

Mr. Forbes explained that a transfer of funds from an electric utility to a municipality represents a rate of return on the municipality’s investment. The Public Service Commission allows investor owned utilities a return on equity that varies but is usually in a range of 10 to 11 percent. The rate of return earned by the City in FY 2012, based on a transfer rate of \$4.50 per thousand kilowatt-hours purchased was 3%.

The auditors have recommended that the City’s Public Utility should have a clear and consistent policy establishing the formula or methodology to determine the transfer amount. He advised that the maximum transfer rate would be set at \$5.50 per thousand kilowatt-hours and added that the City’s Financial Advisors have agreed that the rate would be reasonable.

Roll call vote: Ayes – Hoffman, Taylor, Vogelsang, Wilson, Doherty, Hartkemeyer, and Mayor Latham; motion carried unanimously.

ADJOURNMENT

There being no further business coming before the Council, Mayor Latham adjourned the meeting at 7:36 p.m.

Submitted by: Judy L. Bullock
City Clerk

Approval:

William C. Latham, Mayor

Date: March 4, 2013



City of

February 20, 2013

Jacksonville Beach

City Hall

MEMORANDUM

11 North Third Street

TO: The Honorable Mayor and
Members of the City Council

Jacksonville Beach

FL 32250

FROM: Judy L. Bullock, City Clerk *JLB*

Phone: 904.247.6299 ext. #10

SUBJECT: *Appointment to the Planning Commission*

904.247.6250 ext. #11

ACTION REQUESTED:

Fax: 904.247.6256

Appointment of a Second Alternate Member to the Planning Commission to complete an unexpired term.

E-Mail: cityclerk@jaxbchfl.net

www.jacksonvillebeach.org

BACKGROUND:

Planning Commission member Thomas Baker resigned from the Board several months ago. The position was not brought to the Council for an appointment, due to the absence of applicants wishing to serve on City Boards.

Recently, several persons have completed an application for service on a Board. On Monday, February 11, 2013, a committee comprised of Mayor Charlie Latham, City Manager George Forbes, Planning & Development Director Steve Lindorff, Senior Planner Bill Mann and City Clerk Judy Bullock, interviewed seven applicants.

Two of the seven applicants, Georgette Dumont and Richard Knight, ranked the Planning Commission as their first choice for appointment. The committee found both applicants to be well qualified for appointment to the Planning Commission. I have attached their applications for your reference.

RECOMMENDATION:

Appoint a Second Alternate member to the Planning Commission to complete an unexpired term, which will expire on January 31, 2015.

Attachments





Application for Appointment to City Boards

Personal Information (Please print or type)

Name: <u>Georgette E. Dumont</u>	Home Phone: <u>508.493.0156</u>
Home Address: <u>507 16th Ave S Jacksonville Beach, FL</u>	
E-Mail Address: <u>ggette@gmail.com</u>	Cell Phone: <u>508.493.0156</u>
Occupation: <u>Professor</u>	Business Phone: <u>904.620.5855</u>
Business Name: <u>University of North Florida</u>	
Business Address: <u>1 UNF Drive Jacksonville FL 32224</u>	

Eligibility – Please Circle

Are you a resident of the City?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	If yes, length of time: <u>2 years</u>
Are you a registered voter?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	If yes, what County: <u>Duval</u>
Do you own property in the City?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	If yes, address: <u>507 16th Ave S</u>
Do you hold a public office?	<input type="radio"/> Yes	<input checked="" type="radio"/> No	If yes, Office name: _____
Are you employed by the City?	<input type="radio"/> Yes	<input checked="" type="radio"/> No	If yes, position: _____
Are you currently serving on a Board?	<input type="radio"/> Yes	<input checked="" type="radio"/> No	If yes, Board Name: _____
Have you been convicted of a felony?	<input type="radio"/> Yes	<input checked="" type="radio"/> No	If yes, provide date: _____
Have your civil rights been restored?	<input type="radio"/> Yes	<input checked="" type="radio"/> No	If yes, provide date: _____

Potential Conflict of Interest: Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Jacksonville Beach? Yes No

If yes, please provide details: _____

City Boards (Please indicate your preferences by ranking - denote your first choice with a "1", second choice with a "2", etc.)

Board of Adjustment	1 Planning Commission
2 Community Redevelopment Agency	Pension Trustee

Please list the type of City meetings you have attended: Council meetings

Qualifications (Briefly describe specific expertise, abilities or qualifications) I hold a masters degree in public administration and a PhD in Political Science with a focus on public administration. My interests is, and has always been, on local governing and citizen participation.

Education:	<u>Northern Illinois University, PhD</u>
	<u>Bridgewater State College, MPA</u>
	<u>Roger Williams University, BA</u>

Application for Appointment to City Boards (cont.)

State Reporting Requirements

Section 760.80, Florida Statutes, requires that the City annually submit a report to the Secretary of State disclosing race, gender, and physical disabilities of board members and elected officials. Please circle the appropriate responses.

<u>Race</u>	<u>Gender</u>	<u>Physically Disabled</u>
<input type="checkbox"/> African-American	<input checked="" type="checkbox"/> Caucasian	<input type="checkbox"/> Yes
<input type="checkbox"/> Asian/Pacific Islander	<input type="checkbox"/> Hispanic	<input checked="" type="checkbox"/> No
<input type="checkbox"/> American Indian/Alaskan Native	<input type="checkbox"/> Not Known	

Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes.

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

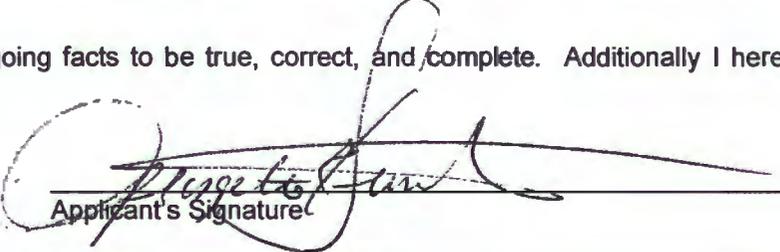
I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Council when vacancies occur and are effective for two years from date of completion.

By submitting this form, I declare the foregoing facts to be true, correct, and complete. Additionally I hereby authorize a criminal background check.

July 13, 2012
Date


Applicant's Signature

Please do not write below - Staff use

Date application received: _____

Interviewed on: _____

Eligible for appointment **Yes** **No** If not eligible for appointment
Explanation: _____

Appointed to: _____ Date: _____

Appointed to: _____ Date: _____

Appointed to: _____ Date: _____

Curriculum Vitae

GEORGETTE E. DUMONT

1 UNF Drive, Jacksonville, FL 32224 Phone: 904-620-5855 g.dumont@unf.edu

EDUCATION

Northern Illinois University, DeKalb, Illinois

Ph.D. in Political Science, 2010

Examination fields: Public Administration (with distinction), American Government

Dissertation: *Evaluating and Understanding Virtual Accountability of Nonprofit Organizations: An Exploratory Study of Human Service, Arts and Culture, and Societal Benefit Nonprofit Organizations' Virtual Accountability in Illinois*

Committee: Yu-Che Chen (Chair), Gerald Gabris, and Curtis Wood

Bridgewater State College, Bridgewater, Massachusetts

Master of Public Administration, 2005

Concentration: Nonprofit Management

Thesis: *Improving Nonprofit Accountability through the Incorporation of Public Relations in Nonprofit Administration*

Committee: Wendy Haynes (Chair), Shaheen Mozaffar, and Mary Lamonica

Roger Williams University, Bristol, Rhode Island

Bachelor of Arts, 2001

Major: Communication Studies

Minor: Political Science

Honors: Magna Cum Laude, Dean's List 1999 – 2001, National Political Science

Honors Society: Pi Sigma Alpha

AREAS OF SPECIALIZATION/ INTEREST

Public Administration, Nonprofit Management, Administrative Communication, Information and Communication Technology (ICT), E-Governance, Organizational Development, Human Resources, Organization Theory

TEACHING EXPERIENCE

Assistant Professor, 2011-present

University of North Florida, Jacksonville, FL

Visiting Assistant Professor, 2010- 2011

University of North Florida, Jacksonville, FL

Adjunct Instructor, 2009
University of Illinois at Chicago, Chicago, IL

Graduate Instructor, 2006-2008
Northern Illinois University, DeKalb, IL

Courses taught

Graduate:

Human Resource Management, 2011
Nonprofit Financial Management, 2011, 2012
Strategic Planning for Public and Nonprofit Organization, 2010
Nonprofit Management, 2009, 2011

Undergraduate:

Issues in State and Local Government, 2011
The Policy Making Process, 2010
Public Administration, 2008, 2012
Issues in Public Management, 2012
Government and Welfare, 2008
Directed Study: Private-Nonprofit Partnerships, 2008
Bureaucracy in the Policy Process, 2007, 2008

Course available to teach

Scope and Methods of Public Administration
Human Resources Management
Organizational Development and Theory
Governance
American Government
Administrative Communication
E-Government
Government, Nonprofits, and Social Media

Guest Lectures

PSPA 612: E-Government, Northern Illinois University, MPA program Fall 2009 Online lecture (WebEx)

Topic: *Virtual Accountability for Nonprofit Organizations*

PSPA 509: Public Personnel, Northern Illinois University, MPA program Spring and Fall 2006, Spring 2007

Topic: *Compensation: Theories and Practice*

POLS 331: Public Administration, Northern Illinois University, Fall 2005, Spring 2006

Topic: *Introduction to the Nonprofit Sector*

PUBLICATIONS

(2010, with G. Candler) "The price of citizenship: Civic responsibility as the missing dimension of public administration theory." *Public Administration Quarterly*. 34(2), pp. 169-201.

(2010, with G. Candler) "A nonprofit accountability audit framework." *Canadian Public Administration*. 53(2), pp 259–279.

(2009). Encyclopedia entries: "Lester Salamon," "Social Watch," and "Social Enterprise Knowledge Network," in the *International Encyclopedia of Civil Society*, New York: Springer Publications.

(2005, with G. Candler). "Virtual jungles: survival, accountability and governance in online organizations." *American Review of Public Administration*, 35(3), 287-299.

MANUSCRIPTS UNDER REVIEW

(2013) Nonprofit Accountability. Book under contract.

(2012) "Virtual Accountability: An Index and its Application." Revised and resubmitted.

MANUSCRIPTS IN PREPARATION

"Transparency or Accountability? The Purpose of Online technologies for Nonprofits."

"Nonprofits as Social Capital Hubs: Bridging and Bonding Diverse Stakeholders Online."

"How are Nonprofits Using Their Web sites as Transparency and Communication Tools?"

CONFERENCE PRESENTATIONS

(2012). Understanding the Relationship Between Nonprofits and Social Media in Duval County, FL. Presented at the *Florida Political Science Association* annual conference, Tampa Bay, FL, March 17.

(2012). Nonprofits and Social Media: Applying SROI to New Technologies. Presented at the *American Society for Public Administration* annual conference, Las Vegas, NV, March 2-6.

(2011). Decoding the Interaction: Nonprofit and Stakeholder Relationships in Social Media. To be presented at the *Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA) Annual Conference*, Toronto, Canada, November 16-19.

(2011). Nonprofits, Social Networking, and organizational Effectiveness: Do nonprofits strategically use social media? To be presented at the *Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA) Annual Conference*, Toronto, Canada, November 16-19.

(2011). Nonprofits and Social Media: Use, Purpose, and Networks. Presented at the *Southeastern Conference on Public Administration (SECOPA) Annual Conference*, New Orleans, LO, September 22-24.

(2011). Do Online Community Groups Promote Participation or Conflict? *Florida Political Science Association Annual Conference*, Jupiter, FL, March 26.

(2010). Why Aren't More Small Nonprofits Better Utilizing Their Web Sites? A Longitudinal Analysis of Social Media Tools Available On Their Small Nonprofit Web Sites. Presented at *Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA) Annual Conference*, Alexandria, VA, November 13-16.

(2010). Nonprofits and Social Networking: Are They Engaging Social Networks and Why? Presented at *Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA) Annual Conference*, Alexandria, VA, November 13-16.

(2010). Online Community Groups: Friend or Foe for Enhancing Citizen Participation? Presented at the *Midwest Political Science Association (MPSA) Annual Conference*, Chicago, IL, April 12-15.

(2009). NPOs Adoption of Internet Technologies to Enhance Virtual Accountability: Existing somewhere between pre-internet and Web 2.0. Presented at the *Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA) Annual Conference*, Cleveland, OH, November 19-21.

(2009). A Framework for Evaluating the Web sites of Nonprofit Organization with Results from Preliminary Analysis on NPOs in IL. Presented at the *Indiana Academy of the Social Sciences (IASS)*, Greencastle, IN, Oct 16.

(2009). Are Nonprofit Organizations utilizing the Web? Organizational Determinants of NPO Adoption of Internet Technologies. Presented at the *Southeastern Conference on Public Administration (SECOPA) Annual Conference*, Louisville, KY, Sept. 30-Oct. 3.

(2008). Nonprofit spatial orientation in IL: Are they located in areas where needed? Presented at the *Indiana Political Science Association (IPSA) Annual Conference*, Westville, IN, March 28.

(2007). Role of Communication in Citizen Participation. Presented at the *Midwest Political Science Association (MPSA) Annual Conference*, Chicago, IL, April 12-15.

(2007, with G. Candler). A nonprofit accountability audit framework. Presented at the *Midwest Political Science Association (MPSA) Annual Conference*, Chicago, IL, April 12-15.

(2007, with G. Candler). "Revisiting the new public service: civic responsibility as the missing piece in public administration theory." Presented at the *Annual*

Conference of the Association Society of Public Administration (ASPA), Washington, D.C., March 23-27.

**PROFESSIONAL
SERVICE**

2012 Appointed to a 2-year term as a committee member for *American Society of Public Administration's* Technology and Advisory committee.

2011 Designed, implemented, and analyzed the Understanding the Relationship Between Nonprofits and Social Media in Duval County, FL. report for nonprofits in Duval County, Fall 2011.

2011 Coordinate and co-sponsor UNFSBDC and UNF MPA Nonprofit Conference, University Center, University of North Florida. September 23.

2010 Moderator and Discussant for the panel, Engaging Citizens to Excel in Public Service, *SECOPA* annual conference, Wilmington, NC, October 13-16.

2010 Manuscript reviewer for *Public Administration Review* (PAR).

2010 Reviewer of four book chapters for *Electronic Governance and Cross-Boundary Collaboration: Innovations and Advancing Tools*, P. Y. Chu and Y. C. Chen, eds.

2009 Chair and Discussant for the panel, *Political Science, Session 2*. Indiana Academy of Social Sciences, Greencastle, IN. October 16, 2009.

2008 Digital Governance Evaluator for "U.S. States E-Governance Report (2008): An Assessment of State Websites." *E-Governance Institute*, Rutgers University, Newark, NJ. Fall 2008.

2008 Digital Governance Evaluator for "U.S. Municipalities E-Governance Report (2008): An Assessment of Municipal Websites." *E-Governance Institute*, Rutgers University, Newark, NJ. Fall 2008.

2006 Chair and discussant for the panel, *Human Services: Nonprofit Challenges and Innovations*. ARNOVA annual conference, Chicago, IL. November 16-18.

2004 – 2005 Taunton High School Family and Consumer Science Curriculum Revisal Advisory Committee

2003 – present Regional Trainer for 'The Be Real Game', Northeast Region

2003 – 2005 Taunton High School Senior Internship Program Committee member

2003 – 2005 Bristol County (MA) Selective Service Board, position: *Vice Chair*

**PROFESSIONAL
REPORTS**

Understanding the Relationship Between Nonprofits and Social Media in Duval County, FL. report for nonprofits in Duval County, FL. Fall 2011. Available at: www.getteinjax.com/jax-nonprofits

Data analysis for Farm Viability, Farmland Preservation, and Smart Growth: Seeking Convergence in DeKalb County, IL, with Anita Zurbrugg, December 2008. Available at: http://www.unl.edu/plains/about/research_reports.shtml

Briefing paper on improving the USDA's Nation Resource and Conservation Service's (NRCS) federal *Farm and Ranchland Protection Program* (FRPP) score on the Program Assessment Rating Tool (PART) analysis, September 2005.

CONSULTING

- 2011 UNF Nonprofit Management Conference, Jacksonville, FL
Nonprofits and Social Media
- 2010 Indiana Nonprofit Resource Network, LaGrange, IN
Nonprofit Organizations and Social Marketing Workshop
- 2009 Governor's Conference on Service and Volunteerism, Indianapolis, IN
Presenter for: *Social Marketing for Nonprofit Organizations*
- 2009 Indiana Office of Community and Faith Based Initiatives, Indianapolis, IN
IN AmeriCorp and Social Marketing Workshop
- 2009 Indiana Nonprofit Resource Network, Fort Wayne, IN
Nonprofit Organizations and Social Marketing Workshop.
- 2009 YMCAs of Northern Indiana, Michiana YMCA, South Bend, IN
Utilization of Social Media for Mission Achievement
- 2009 Indiana Nonprofit Resource Network, Wabash, IN
Nonprofit Organizations and Social Marketing Workshop
- 2009 Indiana Nonprofit Resource Network, South Bend, IN
Nonprofit Organizations and Social Marketing Workshop
- 2007 American Farmland Trust/Center for Agriculture and the Env., DeKalb, IL
Data analysis on Farmland Viability in the United States

**OTHER
PROFESSIONAL
POSITIONS**

Research Assistant, American Farmland Trust/CAE, DeKalb, Illinois
August 2005 – August 2007

Program Director/Instructor, Taunton High School, Taunton, Massachusetts
August 2004 – June 2005

Career Specialist/Instructor, Taunton Area School to Career,
Taunton, Massachusetts December 2001 – August 2004

**Ambassador, United Way of Rhode Island, Providence, Rhode Island
2001 Campaign Season**

AWARDS

- 2012 Faculty Enhancement Grant, *UNF* (\$7,500)
- 2010 Conference Travel Grant, *ARNOVA* (\$530.00)
- 2009 – 2010 Dissertation Completion Award, *NIU* (\$5,932.00)
- 2009 Doctoral Fellow Award, *ARNOVA* (\$1,000)
- 2009 Emerging Scholars Award, *ARNOVA* (\$600.00)
- 2009 Dissertation Facilitation Award, *NIU* (\$1,158.72)

SCHOLARSHIPS

- 2007 – 2008 Northern Illinois University Graduate Assistantship Scholarship
- 2006 – 2007 Northern Illinois University Research Assistantship Scholarship
- 2005 – 2006 Northern Illinois University Research Assistantship Scholarship

**PROFESSIONAL
DEVELOPMENT**

- 2010, Fall. University of North Florida Faculty Development workshops
- 2009 Association for Research on Nonprofit Organizations and Voluntary (ARNOVA) Doctoral Seminar, Cleveland, OH, November 18.
- 2009 Academy of Management (AoM) Public and Nonprofit Division Doctoral Consortium, Chicago, IL, August 8.
- 2007 – 2008 NIU Faculty Development and Instructional Design Graduate Teaching Certificate

**PROFESSIONAL
MEMBERSHIPS**

- Academy of Management (AoM)
- American Society for Public Administration (ASPA)
- Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA)
- Midwest Political Science Association (MPSA)
- American Political Science Association (APSA)
- Florida Political Science Association



Application for Appointment to City Boards

Personal Information (Please print or type)

Name: Richard S. Knight Home Phone: 249-4015
 Home Address: 827 8th Avenue
 E-Mail Address: RknightJaxBch@aol.com Cell Phone: 237-6684
 Occupation: Project Coordinator Business Phone: 237-6684
 Business Name: WW Gay Mechcont. Inc
 Business Address: 524 Stock Ton St. JAX FLA 32250

Eligibility - Please Circle

Are you a resident of the City? Yes No If yes, length of time: 16-17 YRS
 Are you a registered voter? Yes No If yes, what County: DUAL
 Do you own property in the City? Yes No If yes, address: 827 8th Ave N.
 Do you hold a public office? Yes No If yes, Office name: _____
 Are you employed by the City? Yes No If yes, position: _____
 Are you currently serving on a Board? Yes No If yes, Board Name: _____
 Have you been convicted of a felony? Yes No If yes, provide date: _____
 Have your civil rights been restored? Yes No If yes, provide date: _____

Potential Conflict of Interest: Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Jacksonville Beach? Yes No

If yes, please provide details: _____

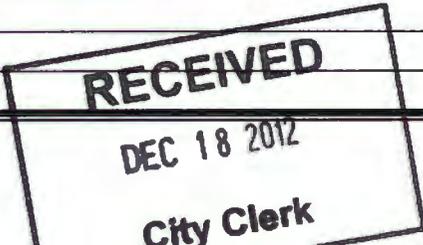
City Boards (Please indicate your preferences by ranking - denote your first choice with a "1", second choice with a "2", etc.)

<u>3</u> Board of Adjustment	<u>1</u> Planning Commission
<u>2</u> Community Redevelopment Agency	<u>4</u> Pension Trustee

Please list the type of City meetings you have attended: ALL But Pension

Qualifications (Briefly describe specific expertise, abilities, or qualifications) SERVED ON BOA, SERVED
8yr city council, SERVED ON FMIT FOR FIA League
of cities worked in the construction industry 42yrs

Education: High School, SOME College, 5yr trade
School, Instructed 17yrs in trade school,
numerous classes and SEMINARS on communities
and construction needs



Application for Appointment to City Boards (cont.)

State Reporting Requirements

Section 760.80, Florida Statutes, requires that the City annually submit a report to the Secretary of State disclosing race, gender, and physical disabilities of board members and elected officials. Please circle the appropriate responses.

<u>Race</u>	<u>Gender</u>	<u>Physically Disabled</u>
<input type="checkbox"/> African-American	<input checked="" type="checkbox"/> Caucasian	<input type="checkbox"/> Yes
<input type="checkbox"/> Asian/Pacific Islander	<input type="checkbox"/> Hispanic	<input checked="" type="checkbox"/> No
<input type="checkbox"/> American Indian/Alaskan Native	<input type="checkbox"/> Not Known	

Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes.

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete, or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

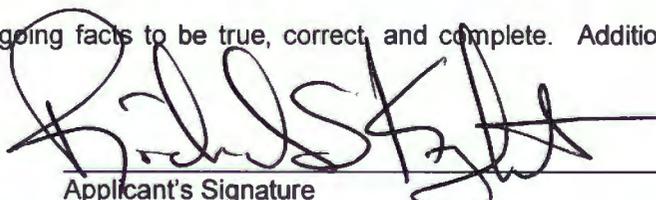
I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Council when vacancies occur and are effective for two years from date of completion.

By submitting this form, I declare the foregoing facts to be true, correct, and complete. Additionally I hereby authorize a criminal background check.

12/17/12

 Date



 Applicant's Signature

Please do not write below – Staff use

Date application received: _____

Interviewed on: _____

Eligible for appointment **Yes** **No** If not eligible for appointment
 Explanation: _____

Appointed to: _____ Date: _____

Appointed to: _____ Date: _____

Appointed to: _____ Date: _____

City of

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6268

Fax: 904.247.6276

www.jacksonvillebeach.org

Memo To: Mayor and City Council

From: George D. Forbes, City Manager

Subject: Special Event for the 4th of July

Date: February 25, 2013

Action Requested:

Approve a special event for the 4th of July that will be conducted by Jax Beach Festivals, Inc.

Background:

Sam Veal is the Executive Director of Jax Beach Festivals and has been conducting events for the City of Jacksonville Beach for over 20 years. Currently they conduct the Springing the Blues festival which is also co-sponsored by the City of Jacksonville Beach. The Mayor and several Council Members have expressed a desire to conduct a family oriented event for the 4th of July. For this reason we contacted Jax Beach Festivals and requested that they produce an event for this holiday. This request had the following stipulations:

1. The event must be self-supporting with no City monies. Because the City is co-sponsoring this event there will be no rental fees.
2. The Latham Parking lot must remain open during this event.
3. The event must take place at the Seawalk Pavilion/Latham Plaza area.

With these guidelines Mr. Veal is willing to produce an event as follows:

1. The event will be from 4-9 p.m. and may consist of live music with a patriot theme, and 4th of July historic features such as the recital of the Declaration of Independence. The exact scheduling of events is pending your approval of this event.
2. Other event components will include the sale of hamburgers, hot dogs, ice cream, beer and soda etc., at the fenced in Seawalk area east of First Street.

Ending the event by 9 p.m. should ensure that people that wish to see fireworks have time to drive to downtown Jacksonville for the fireworks display.



Should the City Council wish to consider fireworks it would cost the City about \$25,000 for a 15-20 minute fireworks display, plus the expense of providing security for the fireworks during set up. The City of Jacksonville Beach will also be responsible for controlling the near out of control crowds that the fireworks can generate, as well as the complaints and traffic congestion.

It should be noted that none of the other beach communities has come forward to sponsor this event, and it is doubtful that they will contribute to a fireworks display. One suggestion I have heard is that we could use an internet application such as a crowd-funding website to assist in raising monies for fireworks. In any case, due to our previous experience with fireworks I do not recommend we bring them back.

Because we currently have made no preparations for the 4th of July it is imperative that we make a decision on this issue at our March meeting so we can begin planning for this event.

Recommendation:

Approve Jax Beach Festivals, Inc., to produce a 4th of July event as described in a memo from the City Manager dated February 25, 2013.



City of

Jacksonville Beach

Operations &

Maintenance Facility

Department of Public

Works

1460-A Shetter Avenue

Jacksonville Beach

FL 32250

Phone: 904.247.6219

Fax: 904.247.6117

www.jacksonvillebeach.org

February 21, 2013

TO: George D. Forbes, City Manager**FROM:** Ty Edwards, Public Works Director**SUBJECT:** Final Approval for Purchase of Real Property,
Lot 22, Block 5, Sea Side Park Subdivision**ACTION REQUESTED:**

Authorize the execution of closing documents to finalize purchase of real property.

BACKGROUND:

Over the past two (2) decades, the Council supported design and construction of many infrastructure projects that included stormwater and drainage components, resulting in major improvements in drainage throughout the City. Even so, since we live on a flat island that is significantly developed, runoff from heavy storms overwhelms the drainage infrastructure at times causing periods of local flooding in low lying areas.

Staff became aware that land in two low lying areas may be available for acquisition. This land consists of a total of eight (8) platted lots contained within six (6) properties. Over the past year or so, staff advised Council about these properties during regularly scheduled briefings and the past summer's City Budget Tour. In September, Council authorized the Mayor and City Manager to execute a purchase and sale agreement with the owner of each of these properties with whom the City obtained mutually agreed price and terms for land purchase, and to bring each executed purchase and sale agreement back to the City Council for final approval.

The purchase and sale agreement has been executed and the City's pre-closing inspections and survey have been completed for the real property described as:

- Address: 0 South 6th Street
- Description: Lot 22 and closed rights-of-way lying northerly & easterly as recorded, Block 5, Sea Side Park Subdivision
- Real Estate #: 179828-0010



The estimated total land acquisition costs for this property are summarized as:

ESTIMATED CITY LAND ACQUISITION COSTS			
Lot 22, Block 5, Sea Side Park Subdivision			
(0 South 6th Street)			
<u>DESCRIPTION</u>	<u>COST</u>	<u>Pay at Closing</u>	<u>Pay before Closing</u>
• Agreed Purchase Price	\$80,000	\$79,000*	\$1,000*
○ Property Appraisal	\$125		\$125
○ Property Survey	\$250		\$250
○ Phase 1 Environmental Site Assessment	\$1600		\$1,600
○ Estimated Miscellaneous Costs (such as preparation of closing documents, copies, courier, recording deed, misc. attorney costs)	<u>\$2,500</u>	<u>\$2,500</u>	
• Total Estimated City Closing Costs	\$4,475		
Grand Total Cost:	\$84,475	\$81,500	\$2,975
* \$1,000 Deposit was paid and is held for closing.			
** Appraised value of the property is \$97,000.			
The Grand Total Cost of \$84,475 is available in the balance of the Stormwater Enterprise Fund and the FY2013 budget will be adjusted accordingly at mid-year.			

It is recommended that the Mayor and City Manager be authorized to execute the closing documents to finalize, at the Agreed Purchase Price of \$80,000 plus the Total Estimated City Closing Costs of \$4,475, the City purchase of the real property described as:

- Address: 0 South 6th Street
- Description: Lot 22 and closed rights-of-way lying northerly & easterly as recorded, Block 5, Sea Side Park Subdivision
- Real Estate #: 179828-0010

RECOMMENDATION:

Authorize the Mayor and City Manager to execute the closing documents to finalize, at the agreed purchase price and total estimated City closing costs, the City purchase of the real property described as Lot 22 and closed rights-of-way lying northerly and easterly as recorded, Block 5, Sea Side Park Subdivision, as explained in the memorandum from the Public Works Director dated February 21, 2013.

REAL ESTATE NUMBER	ADDRESS	DESCRIPTION			
		Line 1	Line 2	Line 3	Lines 4 & 5
• 179828-0010	0 South 6 th Street	12-98 04-3S-29E .192	Sea Side Park	Lot 22, CI R/W lying Nly, Ely recd	Jacksonville Beach Ord #83-7207 83-7210, 93-7572, Block 5





City of
Jacksonville Beach
Operations &
Maintenance Facility
Department of Public
Works
1460-A Shetter Avenue
Jacksonville Beach
FL 32250
Phone: 904.247.6219
Fax: 904.247.6117

www.jacksonvillebeach.org

February 21, 2013

TO: George D. Forbes, City Manager
FROM: Ty Edwards, Public Works Director
SUBJECT: Final Approval for Purchase of Real Property,
Lots 15 and 16, Block 9, Pine Grove Unit 2 Subdivision

ACTION REQUESTED:

Authorize the execution of closing documents to finalize purchase of real property.

BACKGROUND:

Over the past two (2) decades, the Council supported design and construction of many infrastructure projects that included stormwater and drainage components, resulting in major improvements in drainage throughout the City. Even so, since we live on a flat island that is significantly developed, runoff from heavy storms overwhelms the drainage infrastructure at times causing periods of local flooding in low lying areas.

Staff became aware that land in two low lying areas may be available for acquisition. This land consists of a total of eight (8) platted lots contained within six (6) properties. Over the past year or so, staff advised Council about these properties during regularly scheduled briefings and the past summer's City Budget Tour. In September, Council authorized the Mayor and City Manager to execute a purchase and sale agreement with the owner of each of these properties with whom the City obtained mutually agreed price and terms for land purchase, and to bring each executed purchase and sale agreement back to the City Council for final approval.

The purchase and sale agreement has been executed and the City's pre-closing inspections and survey have been completed for the real property described as:

- Address: 1318 North 6th Avenue
- Description: Lots 15 & 16, Block 9, Pine Grove Unit 2 Subdivision
- Real Estate #: 177846-0000



The estimated total land acquisition costs for this property are summarized as:

ESTIMATED CITY LAND ACQUISITION COSTS			
Lots 15 & 16, Block 9, Pine Grove Unit 2 Subdivision (1318 North 6th Avenue)			
<u>DESCRIPTION</u>	<u>COST</u>	<u>Pay at Closing</u>	<u>Pay before Closing</u>
• Agreed Purchase Price	\$230,000	\$229,000*	\$1,000*
○ Property Appraisal	\$375		\$375
○ Property Survey	\$450		\$450
○ Phase 1 Environmental Site Assessment	\$1,300		\$1,300
○ Estimated Miscellaneous Costs <i>(such as preparation of closing documents, copies, courier, recording deed, misc. attorney costs)</i>	<u>\$2,500</u>	<u>\$2,500</u>	
• Total Estimated City Closing Costs	\$4,625		
Grand Total Cost:	\$234,625	\$231,500	\$3,125
* \$1,000 Deposit was paid and held for closing.			
** Appraised value of the property is \$250,000.			
The Grand Total Cost of \$234,625 is available in the balance of the Stormwater Enterprise Fund and the FY2013 budget will be adjusted accordingly at mid-year.			

It is recommended that the Mayor and City Manager be authorized to execute the closing documents to finalize, at the Agreed Purchase Price of \$230,000 plus the Total Estimated City Closing Costs of \$4,625, the City purchase of the real property described as:

- Address: 1318 North 6th Avenue
- Description: Lots 15 & 16, Block 9, Pine Grove Unit 2 Subdivision
- Real Estate #: 177846-0000

RECOMMENDATION:

Authorize the Mayor and City Manager to execute the closing documents to finalize, at the agreed purchase price and total estimated City closing costs, the City purchase of the real property described as Lots 15 and 16, Block 9, Pine Grove Unit Number 2 Subdivision, as explained in the memorandum from the Public Works Director dated February 21, 2013.

REAL ESTATE NUMBER	ADDRESS	DESCRIPTION		
		Line 1	Line 2	Line 3
• 177846 0000	1318 North 6 th Avenue	17-18 38-2S-29E	Pine Grove Unit 2	Lots 15 and 16, Block 9





TO: George D. Forbes
City Manager

FROM: Diana Pratt
Property Management Supervisor

DATE: January 30, 2013

SUBJECT: Approval for Big Fish Roofing to Lease Property

City of
Jacksonville Beach
O&M Facility
1460A Shetter Avenue
Jacksonville Beach
FL 32250
Phone: 904.247.6228
Fax: 904.270.1639

www.jacksonvillebeach.org

ACTION REQUESTED:

City Council approval of lease agreement for Chris Larson d/b/a Big Fish Roofing Company to lease property at the Jacksonville Beach Industrial Park.

BACKGROUND:

In the spring of 1998 the City staff made the necessary arrangements to operate the former City Yard as an Industrial Park. The property is leased to tenants that meet the area's zoning requirements, Industrial I-1.

Big Fish Roofing Company is a new roofing company and subsidiary of SIG Properties, a construction consulting firm that has been in business in the Jacksonville area for many years. Big Fish Roofing recently started leasing a building at 314 2nd Avenue South on October 3, 2012 and has an extremely limited area for parking.

They are in need of additional space for the purpose of parking vehicles and equipment and are interested in leasing property at the Industrial Park (map attached). The term of this lease will be for five (5) years beginning March 1, 2013, with an option to renew for additional one (1) year terms upon approval by the City Manager. The total annual amount of leasing this property is \$8,338.51 or \$694.88 per month.

RECOMMENDATION:

Authorize the City Manager and Mayor to execute a lease agreement with Chris Larson d/b/a Big Fish Roofing to lease property at the Industrial Park.



COMMERCIAL LEASE AGREEMENT
[Land Only]

This Lease is executed on this 4th day of February, 2013, by and between the CITY OF JACKSONVILLE BEACH, a municipal corporation organized and existing under the laws of the State of Florida, whose mailing address is 11 N. Third Street, Jacksonville Beach, Florida 32250 ("CITY"); and Chris Larson d/b/a Big Fish Roofing, whose mailing address is, 314 2nd Avenue South, Jacksonville Beach, FL 32250 ("TENANT").

In consideration of the mutual covenants contained herein, CITY and TENANT agree as follows:

1. LEASED PROPERTY

CITY hereby demises and leases to TENANT, and TENANT hereby hires, rents, and leases from CITY, real property located at the Industrial Park, 688 10th Street South, Jacksonville Beach, and Duval County, Florida. The leased property consists of 7,793 square feet of land and is more particularly described in Attachment A to this Lease.

2. TERM

(a) The initial term of this Lease shall be 5 years, commencing on March 1st, 2013, and terminating on February 28th, 2018, with an option to renew for additional one year terms upon approval by the City Manager and agreeable by Big Fish Roofing.

3. RENT; RENT ADJUSTMENT.

(a) Subject to the adjustment, escalation, and other provisions of this Lease and Attachment B of this Lease, TENANT shall pay to CITY, in lawful money of the United States, a total rent during the first year of this Lease of \$ 8,338.51, plus all applicable federal, state and local taxes, fees, and assessments accruing during the term of this Lease. The initial monthly rent shall be \$ 694.88, plus any such taxes, fees, or assessments billed for that month. Rent shall be due on the first day of each month. This initial rental rate is based on 7,793 square feet of land at \$1.07 per square foot per year. Rental shall be due on the first day of each month. Failure to pay the monthly rent in full by the tenth day of each month shall result in the assessment of a late charge of five percent (5%) of the amount then owing or \$50.00, whichever is greater.

(b) At the expiration of this Lease, ownership interest in all structures and improvements (fixtures) made by TENANT shall vest in CITY. These fixtures shall consist of any structures built and improvements made by TENANT upon the Leased Premises during the initial term, and during the option period, if applicable, including all alterations, changes, and additions, except TENANT's unaffixed personal property.

4. STANDARD PROVISIONS.

The standard lease provisions for Industrial Park Tenants set forth in Attachment B to this Lease and entitled "Standard Lease Provisions," are incorporated into and made a part of this Lease.

5. SPECIAL PROVISIONS.

To the extent that any of the following Special Provisions is in conflict with any other provision of this Lease, the Special Provision shall govern.

(a) Ad valorem and non-ad valorem taxes shall be paid by the City of Jacksonville Beach and reimbursed by the Tenant on an annual basis pursuant to paragraph 19(b) of the Standard Lease Provisions for Industrial Park Tenants set forth in Attachment B to this Lease.

(b) TENANT agrees the leased property can only be used for the purpose of storing company vehicles and trailers on the property on a monthly basis for no other use without written consent of the City.

(c) TENANT will provide a Performance or Surety Bond, or cash in lieu of bond.

(d) TENANT agrees to remove all vehicles, trailers, debris/materials, level and hydro-seed property at the termination of this lease.

6. INTEGRATION; AMENDMENTS.

(a) This written Lease Agreement and Attachments A and B contain the entire Agreement of the undertakings by and between the parties hereto relative to the leasing of the premises. No prior or present agreements, representations, statements, or promises, whether oral or written, made by any party or agent of any party hereto which is not contained herein shall be binding or valid.

(b) No provision of this written Lease or Attachments A and B may be amended, extended or modified except by written instrument executed by all parties to this Lease.

IN WITNESS WHEREOF, we the CITY AND TENANT have hereunto affixed our hands and seals.

CITY - CITY OF JACKSONVILLE BEACH

ATTEST:

LANDLORD:

Sign: _____

Sign: _____

Print: _____

Sign: _____

Title: **City Clerk**

Title: **Mayor**

Sign: _____

Print: _____

Title: **City Manager**

TENANT – CHRIS LARSON D/B/A BIG FISH ROOFING COMPANY

WITNESSED BY:

TENANT:

Sign: _____

Sign: _____

Print: _____

Print: _____

CITY:

STATE OF FLORIDA
COUNTY OF DUVAL

The foregoing instrument was acknowledged before me this _____ day of _____, 2013, by Charlie Latham, as Mayor, and by George D. Forbes, as City Manager, on behalf of the City of Jacksonville Beach. They are personally known to me and did not take an oath.

NOTARY PUBLIC:

Sign: _____

Print: _____

State of Florida at Large [SEAL]
My Commission Expires

TENANT:

STATE OF FLORIDA
COUNTY OF DUVAL

The foregoing instrument was acknowledged before me the _____ day of _____, 2013, by Chris Larson d/b/a Big Fish Roofing Company. He is personally known to me or produced _____ and did not take an oath.

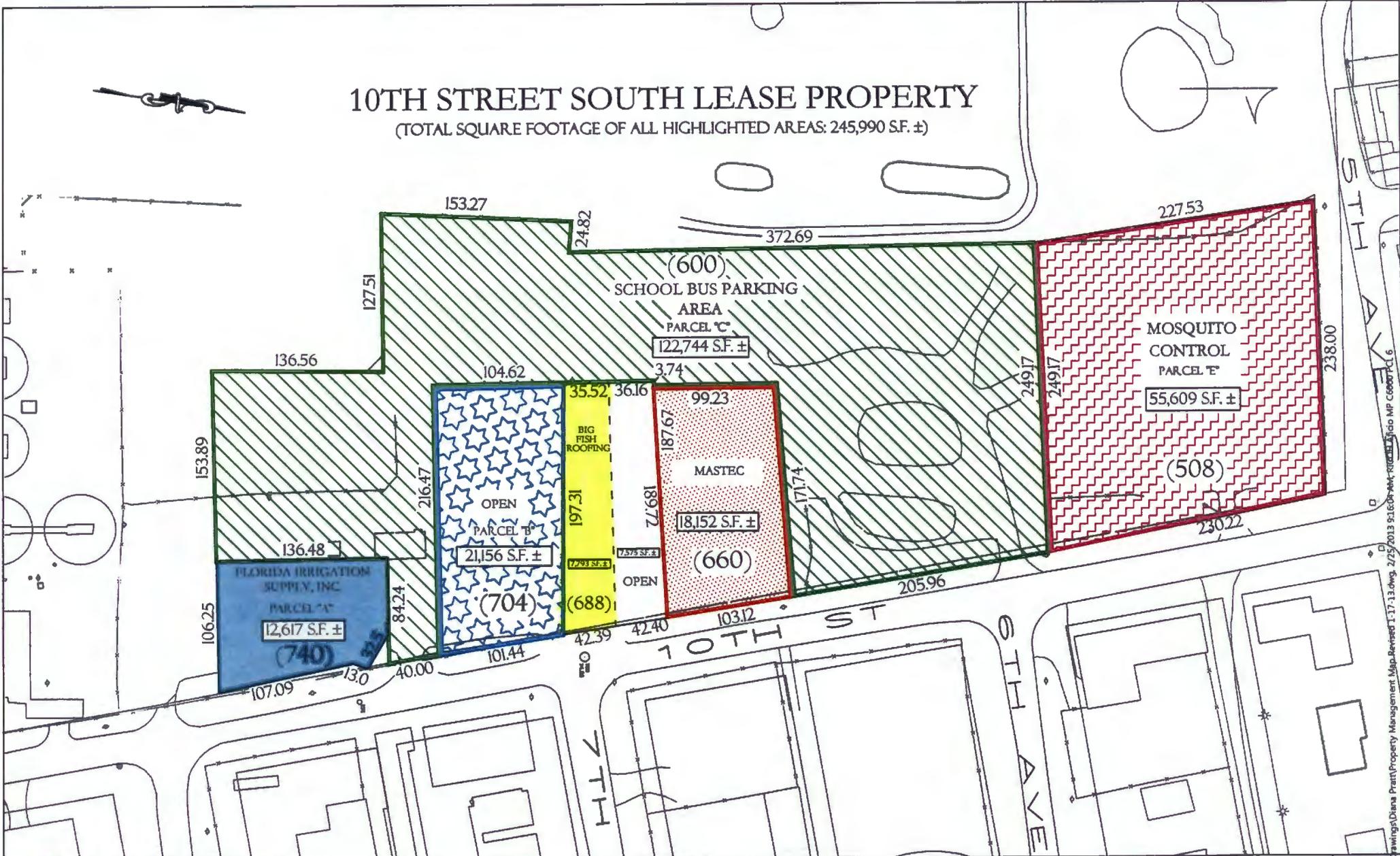
NOTARY PUBLIC:

Sign: _____

Print: _____

State of Florida at Large [SEAL]
My Commission Expires

10TH STREET SOUTH LEASE PROPERTY
(TOTAL SQUARE FOOTAGE OF ALL HIGHLIGHTED AREAS: 245,990 S.F. ±)



City of
Jacksonville Beach
City Hall
11 North Third Street
Jacksonville Beach
FL 32250
Phone: 904.247.6268
Fax: 904.247.6276

www.jacksonvillebeach.org

February 27, 2013

TO: George D. Forbes, City Manager
FROM: Harry Royal, Finance Officer
SUBJECT: Mid-year Budget Adjustment

ACTION REQUESTED:

Adopt Resolution 1912-2013 adopting the mid-year budget adjustment.

BACKGROUND:

Each year the City adopts budget resolutions adjusting the budget for expenditures that become necessary after the adoption of the original budget. These adjustments provide spending authority for unexpected expenditures, projects authorized by the City Council during the year which were not included in the original budget and projects that may have been budgeted in a previous year, but due to the timing of a contract award, were not begun or encumbered before the previous year's end.

The attached budget resolution contains proposed adjustments to be made which represent changes in departmental or fund budgets. Detailed explanations are also provided as a part of these adjustments. These budget adjustments were previously approved by the City Council, Community Redevelopment Agency or Pension Boards, or discussed with the City Council with the exceptions as shown on the next page:



Funding Source:	Amount	Description:
General Fund, Community	(\$9,761)	Reduce the amount of the CDBG transfer to the General Fund for the Carver Center and to reduce the amount of CDBG funding for utility assistance.
Development Block Grant Fund (CDBG)	(\$13,019)	
Radio Communications Fund	\$1,134	Cost of surge protector on the radio tower due to damage by lightning.
	\$1,000	Net cost to reprogram radios
General Capital Projects Fund	\$30,000	Cost of replacement computers for information systems strategic plan
Water & Sewer and Stormwater Funds	\$38,867 \$19,433	GIS mapping project approved in 2013 budget. Project approved by Council 12-17-2012.

Monies are on hand in all funds to pay for requested expenditures/adjustments.

RECOMMENDATION:

Adopt Resolution 1912-2013 authorizing the mid-year budget adjustment.

HER/tr

Introduced by: _____

Adopted: _____

RESOLUTION NO. 1912-2013

A RESOLUTION AMENDING THE OPERATING BUDGET OF THE CITY OF JACKSONVILLE BEACH, FLORIDA FOR THE FISCAL PERIOD BEGINNING OCTOBER 1, 2012, AND ENDING SEPTEMBER 30, 2013.

BE IT RESOLVED by the City Council of the City of Jacksonville Beach, Florida that:

SECTION 1. The following items of appropriations for the functions, agencies and departments of the City government for the fiscal period beginning October 1, 2012 and ending September 30, 2013 be amended as follows:

General Fund – 001

General Fund Revenues :

Transfer from Community Development Block Grant	a.	(\$9,761)	001-0000-381-16-00
Recreation grants	b.	\$580	001-0000-366-06-01
Charges for services - summer camps	c.	\$22,440	001-0000-347-29-09
Donations-Fire Department	d.	\$1,277	001-0000-366-95-00

- a. Reduce transfer from CDBG for Carver Center due to contract changes.
- b. To record grant/donation funding for transportation for exceptional student tennis program. These funds offset costs of providing transportation to the tennis facility.
- c. To adjust budget for anticipated revenues from 2013 surf camps. This revenue offsets related expenses in parks and recreation budget.
- d. To record donation from 26.2 with Donna for Fire Department. This donation will be used to offset the cost of Fire Department overtime.

General Fund Expenditures :

Building Maintenance

Operating-supplies	\$2,275	001-0304-519-52-00
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To move budget for Sea & Sky event costs. This cost was originally budgeted in the General Fund's unanticipated account.

Parks & Recreation

Other charges-transportation	a.	\$580	001-0606-572-49-05
Other charges-Ocean Rescue competition team	b.	\$1,759	001-0602-575-49-01
Capital outlay-improvements	c.	\$44,257	001-0601-572-63-00
Personal services - wages	d.	\$11,639	001-0601-572-12-00
Operating-other charges	d.	\$8,626	001-0601-572-49-00

- a. Adjust budget for transportation for exceptional student tennis program. Funding for this program is provided by grants and donations.
- b. Adjust budget for Ocean Rescue competition team costs. Money from 2012 fund raisers held by lifeguards and deposited with City is paying for these costs. Approved by Council 2-18-2013.
- c. Adjust budget for cemetery improvements at H. Warren Smith Cemetery. Improvements are funded from the Cemetery Capital Improvements account. Approved by Council 2-4-2013.
- d. To adjust budget for anticipated costs for 2013 surf camps. This cost is offset by related general fund revenue.

Streets

Personal services-overtime		\$3,996	001-0701-541-14-00
Operating-supplies		\$2,400	001-0701-541-52-00

To move budget for Sea & Sky event costs. This cost was originally budgeted in the unanticipated account.

Police

Personal service-overtime		\$356	001-0901-521-14-00
Personal service-overtime		\$16,363	001-0904-521-14-00
Personal service-overtime		\$441	001-0906-521-14-00
Personal service-overtime		\$882	001-0907-521-14-00

To move budget for Sea & Sky event costs. This cost was originally budgeted in the General Fund's unanticipated account.

Fire

Operating-operating supplies	a.	\$1,400	001-1001-522-52-00
Operating-operating supplies-Auxiliary program	b.	\$3,670	001-1001-522-52-12
Capital outlay-equipment	c.	\$5,258	001-1001-522-64-00
Personal services-overtime	d.	\$4,759	001-1001-522-14-00
Operating-repair & maintenance	e.	\$14,500	001-1001-522-46-03
Personal service-pension contribution-State of FL	f.	\$1,277	001-0907-521-22-13

- a. Adjust budget for purchase of smoke detectors. Purchase is funded by donations to the Fire Department.
- b. Adjust budget for costs related to the Auxiliary Firefighter program. Original amount (\$24,200) approved by Council 8-21-2012. This amount represents the balance unspent at 9-30-2012.
- c. Adjust budget for purchase of cutting tool (AMK-22). This purchase is funded by donations to the Fire Department
- d. To move budget for Sea & Sky event costs. This cost was originally budgeted in the General Fund's unanticipated account.
- e. To adjust budget for repairs to Engine-25 fire pump. Approved by Council 2-4-2013.
- f. To record donation from 26.2 with Donna for Fire Department. This donation will be used to offset the cost of Fire Department overtime.

Nondepartmental

Operating-other charges	a.	(\$70,509)	001-0000-519-49-00
Operating-other charges	b.	\$10,000	001-0000-519-49-00

- a. To fund the net cost of General Fund budget adjustments.
- b. Adjust budget for police chief search. Approved by Council 10-15-2012.

Community Development Block Grant (CDBG) - 160

Expenses:

Transfer to General Fund (001)	(\$9,761)	160-0104-581-01-00
Utility bill assistance	(\$13,019)	160-0104-564-43-00

Reduce budgets for CDBG programs due to contract/funding changes.

Radio Communications Special Revenue Fund - 162

Expenses:

Operating-repair & maintenance-equipment	a.	\$7,600	162-0800-525-46-02
Capital outlay-equipment	a.	(\$6,600)	162-0800-525-64-00
Capital outlay-equipment	b.	\$1,134	162-0800-525-64-00

- a. To adjust budget for net cost of reprogramming all City radios to eliminate interference, coordinate talk groups, program radio communication with Duval and St. Johns Counties and to make digital radios fully P-25 compliant. Net cost = \$1,000. Discussed with Council at workshop on 2-18-2013.
- b. Adjust budget for cost of surge protector on the radio tower damaged by lightning on October 1. Discussed with Council on 10-2-2012.

Downtown Tax Increment Fund - 181

Revenues:

Miscellaneous revenue		\$241	181-0000-36--90-00
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Expenses :

Operating-repair & maintenance		\$241	181-1601-515-46-00
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To adjust budget for cost of six banners sold to HGTV Smart Home.

Southend Tax Increment Fund - 182

Expenses :

Capital outlay-improvements		\$94,543	182-1602-515-63-00
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To adjust budget for miscellaneous sidewalk and bus shelter projects. Discussed with Council and approved by CRA 2-13-2013.

General Capital Projects Fund – 315

Expenses:

Capital outlay-computer equipment		\$30,000	315-0000-519-64-02
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To adjust budget for the replacement of computers as part of the City's information systems strategic plan. These computers no longer support the City's operating software, including Microsoft Office products.

1/2 Cent Infrastructure Surtax Fund – 317

Expenses:

Capital outlay-improvements		(\$960,000)	317-0710-541-63-00
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To eliminate budget for Duval Drive project included in original 2013 budget. Project was approved and budgeted at the end of FY2012.

Water & Sewer Fund - 420

Expenses :

Operating-repair & maintenance	a.	\$179,674	420-0707-536-46-00
Operating-contract services	b.	\$38,867	420-0707-536-34-00
Personal services-overtime	c.	\$339	420-0704-536-14-00
Personal services-overtime	c.	\$5,222	420-0704-536-14-00
Operating-professional services	d.	\$51,551	420-0706-535-31-00

- Adjust budget for "Water Main Valve Replacement at Various Locations Project. Approved by Council 11-5-2012.
- To adjust budget for GIS mapping project approved by Council in 2013 budget. Project approved by Council 12-17-2012.
- To move budget for Sea & Sky event costs. This cost was originally budgeted in the General Fund's unanticipated account.
- To adjust budget for costs of preparing application for renewal of City's wastewater treatment facility NPDES permit and of a copper and cyanide mixing zone assessment study. Approved by Council 2-4-2013.

Stormwater Fund - 423

Expenses:

Operating-contract services	a.	\$19,433	423-0712-536-34-00
Personal services-overtime	b.	\$264	423-0712-536-14-00
Capital outlay-land	c.	\$234,625	423-0712-536-61-00
Capital outlay-land	c.	\$84,475	423-0712-536-61-00
Capital outlay-improvements	d.	\$157,995	423-0712-536-63-00

- To adjust budget for GIS mapping project approved by Council in 2013 budget, but omitted from final budget in error. Project approved by Council 12-17-2012.
- To move budget for Sea & Sky event costs. This cost was originally budgeted in the General Fund's unanticipated account.
- To adjust budget for land purchases on 6th Avenue North (\$234,625) and 6th Street South (\$84,475). Purchase approved by Council 9-4-2012; purchase price being considered 3-4-2013.
- To adjust budget for 12th Avenue South (Central) Stormwater Basin Erosion Control Project. Approved by Council 2-18-2013.

Sanitation Fund - 430

Expenses:

Operating-contract services		\$4,158	430-0713-536-34-00
Personal services-overtime		\$683	430-0713-536-14-00

To move budget for Sea & Sky event costs. This cost was originally budgeted in the General Fund's unanticipated account.

Lease Facilities Fund - 460

Expenses:

Operating-contract services \$14,700 460-0307-562-34-00

To adjust budget for demolition of Industrial Park building. Approved by Council 11-5-2012.

Human Resources Internal Service Fund - 514

Expenses:

Operating-professional services \$25,000 514-1301-591-31-00

To adjust budget for pay study previously approved by Council 9-17-2012. Due to timing of RFP award, budget was not carried forward from FY2012 into FY2013.

Law Enforcement Trust Fund - 630

Expenses:

Operating-other charges \$3,700 630-0908-521-49-00

To adjust budget for payment of 1/2 of the cost of a DNA test in a murder investigation. Approved by Council 11-5-2012.

Equitable Sharing Fund - 631

Expenses

Operating-operating supplies	a.	\$14,180	631-0910-521-52-00
Capital outlay-vehicles	a.	\$15,812	631-0910-521-64-01
Capital outlay-improvements	b.	\$6,433	631-0910-521-63-00

- a. To adjust budget for purchase of uniform shirt external body armor carriers and uniform shirts, bicycles for Patrol and two Quad ATVs. Approved by Council 1-22-2013.
- b. Adjust budget for Police Department share of costs for the Fallen Police Officer Monument. Approved by Council 2-4-2013.

SECTION 2. The Finance Officer is hereby authorized and directed to do and perform all acts necessary to carry out and accomplish the budget amendments in conformity with the provisions of Section 1.

SECTION 3. The City Council recognizes that the Budget is a revenue and spending plan which requires adjustment from time to time as circumstances change. The City Council gives authorization to the City Manager to make Budget Amendments in the budget for the fiscal period beginning October 1, 2012 and ending September 30, 2013, at the department level as long as the amendments do not increase or decrease the overall budget for the related department in the General Fund, or at the fund level in a fund other than the General Fund.

SECTION 4. In compliance with the Convention Development Tax Act, Florida Statutes, Chapter 212.0305, the City of Jacksonville Beach, being unable to use Convention Development revenue solely for the purposes stated in the section, is hereby authorized to use the revenue to acquire and develop municipal parks, lifeguard stations or athletic fields.

SECTION 5. This Resolution shall take effect upon its passage and publication as required by law.

AUTHENTICATED this __th day of March, 2013.

William C. Latham, MAYOR

Judy L. Bullock, CITY CLERK

City of

February 7, 2013

Jacksonville Beach

City Hall

MEMORANDUM

11 North Third Street

TO: George Forbes
City Manager

Jacksonville Beach

FL 32250

From: Harry Royal
Finance Officer

Phone: 904.247 6274

Fax: 904.270 1 642

RE: Ordinance Establishing a Transfer Policy for Beaches Energy Services

www.jacksonvillebeach.org

ACTION REQUESTED:

Adopt Ordinance No. 2013-8024 establishing an annual maximum transfer from the electric utility to the general fund and prescribing the methodology for calculating the transfer amount.

BACKGROUND:

The Electric Utility's annual transfer to the General Fund is currently based on the kilowatt hours purchased during the twelve-month period ending on June 30 in the prior fiscal year multiplied by \$4.50 dollars per thousand kilowatt hours. The budgeted transfer amount for FY 2013 is \$3,272,548. Since 1995 the transfer rate has varied between \$4.50 and \$5.00 dollars per thousand kilowatt hours.

A transfer to the general fund of a municipality by an electric utility represents a rate of return on the municipality's investment. The Public Service Commission allows investor owned utilities a return on equity that varies between different utilities but generally is in a range of 10 to 11%. The rate of return earned by the City in FY 2012 based on a transfer rate of \$4.50 per thousand kilowatt hours purchased was 3%.

Our auditors concur with guidance from the American Public Power Association which states that public utilities should have a clear and consistent policy establishing the formula or methodology to determine the transfer amount. In addition, having an established written transfer policy that is clearly defined and not subject to change ensures the predictability of the transfer amount for budgeting purposes and also debt rating agencies view such policies favorably.

I am proposing that the maximum transfer rate to be set at \$5.50 per thousand kilowatt hours. The City's Financial Advisor agrees that a \$5.50 rate would be considered reasonable by debt rating agencies.



RECOMMENDATION:

Adopt Ordinance No. 2013-8024 establishing an annual maximum transfer from the electric utility to the general fund and prescribing the methodology for calculating the transfer amount.

Introduced by: Councilmember Taylor
1st Reading: February 18, 2013
2nd Reading: _____

ORDINANCE NO. 2013-8024

AN ORDINANCE AMENDING CHAPTER 32, UTILITIES, OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH, FLORIDA; PROVIDING THE METHOD OF CALCULATING THE MAXIMUM ANNUAL CONTRIBUTION MADE BY THE ELECTRIC UTILITY FUND TO THE GENERAL FUND TO BE INCLUDED IN THE CITY'S ANNUAL OPERATING BUDGET; PROVIDING FOR REPEAL OF ALL CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City operates an electric utility system that has historically made an annual transfer to the General Fund; and

WHEREAS, in the past the City Council has adhered to a consistent budgetary transfer formula based on gross kilowatt hours purchased for resale in order to ensure a consistent fiscal policy, and

WHEREAS, the City desires to establish maximum transfer amount while still ensuring adequate cash flows in the Electric Fund for working capital reserves, operations and maintenance, and future construction needs, and

WHEREAS, the City desires to establish maximum transfer amount in order to ensure favorable credit ratings from the major rating agencies such as Fitch, Standard & Poor's, and Moody's.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE BEACH, FLORIDA:

SECTION 1. That Chapter 32, Utilities, in Article III. of the Code of Ordinances of the City of Jacksonville Beach, Florida, be amended as follows:

Article III. Electricity.

Section 32.77. That the City Manager in preparing his annual budget proposal for submission to the Council will calculate the contribution from the Electric Fund to the General Fund by multiplying a millage rate by the gross kilowatt hours purchased for resale by the electric utility system from the Florida Municipal Power Agency during the twelve-month period ending on June 30 of the prior fiscal year. The maximum millage rate effective for fiscal years beginning October 1, 2013 or thereafter is set at \$5.50 dollars per 1,000 kilowatt hours purchased.

Sec. 32-78 – 32-90. - Reserved

SECTION 2. That all ordinances or parts of ordinances, that conflict with this ordinance to the extent that the same may conflict, are repealed.

SECTION 3. That this ordinance shall take effect upon its adoption by the City Council.

AUTHENTICATED THIS _____ DAY OF _____ A.D., 2013

William C. Latham, MAYOR

Judy L. Bullock, CITY CLERK