



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, September 16, 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 Workshop held August 28, 2013
- Regular City Council Meeting held September 3, 2013
- Special City Council Meeting held September 4, 2013
- Special City Council Meeting held September 9, 2013

2. **ANNOUNCEMENTS:**

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

4. **MAYOR AND CITY COUNCIL:**

5. **CITY CLERK:**

6. **CITY MANAGER:**

- (a) Monthly Financial Reports – Month of August 2013
- (b) Approve Contracts, Effective January 1, 2014, with:
 - Florida Blue for Medical Insurance
 - MetLife for Dental Insurance

- Advantica for Voluntary Vision Insurance
 - Allstate for GAP Care, Accidental & Critical Illness and Individual Voluntary Benefits
 - Discovery Benefits for Flexible Spending Administration
 - Health Designs for Wellness Services
- (c) Approval of the Memorandum of Understanding Setting Forth a Process and Parameters to Determine the Feasibility of Entering into a Lease Agreement with Grunthal & Schueth Properties, Inc. to Allow the Use of Approximately 9,200 Sq. Feet of City-owned Property Adjacent to Water Treatment Plant #1 on South 4th Street for Additional Off-street Parking for the Redevelopment of the Vacant Gas Station at the Southwest Corner of Beach and A1A
- (d) Award Bid Number 1213-13 for the Purchase of Wire and Cable
- (e) Approve the Purchase of a Cemetery Software System from Pontem Software

7. **RESOLUTIONS:**

(a) **RESOLUTION NO. 1918-2013**

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:**

(a) **ORDINANCE NO. 2013-8031 – First Reading – Public Hearing**

AN ORDINANCE ESTABLISHING A PLANNED UNIT DEVELOPMENT: PUD DISTRICT WITHIN THE CITY OF JACKSONVILLE BEACH, FLORIDA, AS PROVIDED UNDER THE JACKSONVILLE BEACH LAND DEVELOPMENT CODE, CHAPTER 34, OF THE CODE OF ORDINANCES OF SAID CITY. (Northwest corner of Butler Boulevard and South Beach Parkway)

(b) **ORDINANCE NO. 2013-8032 – First Reading**

AN ORDINANCE VACATING, DISCONTINUING, ABANDONING AND CLOSING PORTIONS OF CERTAIN PUBLIC ALLEYS AND CERTAIN PUBLIC RIGHTS OF WAY KNOWN AS POINCIANA BOULEVARD AND TROPICAL TERRACE LOCATED IN OCEAN TERRACE SUBDIVISION, AS RECORDED IN PLAT BOOK 10, PAGE 2, OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.

Memorandum, Mayor and City Council
City Council Agenda for September 16, 2013

Respectfully submitted,

/s/George D. Forbes
CITY MANAGER

GDF:cmm
09/12/13

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 12:00 PM, Friday, September 13, 2013.

**Minutes of City Council Workshop
Downtown Parking
Wednesday, August 28, 2013 – 6:00 PM
City Council Chambers**

Mayor Charlie Latham called the workshop to order at 6:00 PM.

The following City Council members were in attendance:

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

Also present were City Manager George Forbes, Police Chief Pat Dooley, Finance Officer Harry Royal, Budget Officer Trish Roberts, Parking Enforcement Coordinator Shannon Robeson, and Nancy Pyatte, Assistant City Clerk.

Purpose of Workshop

The purpose of the workshop is to discuss four proposed options for downtown parking.

Discussion

The City Manager began the workshop with a brief review of the focus of the City's paid parking program - to provide safe and secure parking for the residents and visitors to the City within the downtown/CBD as well as throughout the City. The Mayor and Council had copies of the PowerPoint for reference.

Beginning with **Option #1 - Parking Management Company**, Mr. Forbes stated this is the City's current paid parking program. The photo displayed the orange barricades used for boundaries, which does not provide an attractive, positive image in our City. Mr. Forbes reviewed the Pros and Cons, as listed, and a brief discussion followed about this option, the City's costs, and net revenue.

Next presented, **Option #2 - Automated Parking Control System with Cashiers**, the City Manager compared this to the airport (JIA) parking system. The photo displayed the cashier booth, with a ticket dispenser and gate system. Mr. Forbes stated this presents a professional image, could be used at all 5 parking lots, and provides multiple payment options, including Merchant Programs. Mr. Forbes reviewed the Pros and Cons, as listed. Discussion ensued about the capital outlay to implement this type of parking system, the cashier acting as a city ambassador, security issues, and whether to use year round or seasonally.

Option #3 - Multispace Meters, was the next item presented and a unit was on display, courtesy of CALE America Inc. There were two sales representatives from the Tampa office in attendance.

Mr. Forbes stated this system is unmanned, completely automated with real-time financial data, remote monitoring capability from a laptop or smartphone, and units are removable in a catastrophic event. It has flexible options for varying rate structures, can be shut off to allow free parking, and has many payment options. Mr. Forbes reviewed the Pros and Cons, as listed. There was discussion about the overall lower costs to install and operate, the system is very user-friendly, and easy to monitor and enforce. Also, it was noted that this system might be more efficient in the smaller lots, and use a gated system for the larger lots.

The last **Option #4 - Automated Parking Control System with Gates**, was presented, which is similar to Option #2, but without a cashier, and completely automated. As shown in the photo it presents a professional image, could be used at all 5 parking lots, provides multiple payment options including Merchant Programs, and there is revenue control. Mr. Forbes reviewed the Pros and Cons, as listed. Discussion ensued noting the capital outlay and costs associated with implementing this system are similar to Option #2. Also discussed was security, feasibility of using year round, gate system better for long term lots and meters better for short term parking, and having seasonal paid parking.

Mayor Latham acknowledged the excellent presentation and the staff's response to the parking issues. This is a result of all the workshops that have been conducted over the past several years. The Mayor suggested that each council member take the opportunity to express their comments and concerns about the four proposals.

Before commenting, Mr. Vogelsang asked the City Manager what the revenue is for the existing paid parking program. Mr. Forbes reported, for 2012, \$378,000.00 was collected and after expenses, etc., the net amount was \$107,000.00.

Council member Vogelsang

Mr. Vogelsang proposed the automated gated system (#4) for the three big lots used for long term parking and the pay-display meters (#3) for the smaller lots and street parking, for short term parking.

Council member Hartkemeyer

Mr. Hartkemeyer agreed with Mr. Vogelsang, for a combination use of the automated gated system and the pay-display system.

Council member Doherty

Mr. Doherty proposed charging for weekends during peak season, free parking for citizens, and no paid parking during winter/off-peak season. Regarding the illegal parking lots, Mr. Doherty

said he wanted to enforce the code to eliminate that activity. Mr. Doherty is satisfied with how the current paid program (#1) is working but would like to improve on it with a manned, gated system (#2), and also add another lot.

Council member Hoffman

Ms. Hoffman stated she liked that three of the four options offered an hourly rate. She suggested an automated system that was consistent in all the lots, provided options for peak and off-peak rates, special event rates, and was expandable. Ms. Hoffman proposed the pay-by-space system (#3), stating it was aesthetically more pleasing than a gated system.

Council member Wilson

Ms. Wilson stated the current paid parking program (#1) is working very well. The City can adjust the rates for peak and off-peak season as well as for special events with that system. She said she would rather not have paid parking. Ms. Wilson commented that the orange barricades are an eyesore but she is OK with the current program and that we should not spend any more money.

Council member Taylor

Mr. Taylor stated he is not for paid parking; he is for safety and security. Mr. Taylor stated that was why the City started the paid parking program – for safety and security, not for revenue. He reiterated he was not for paid parking and only voted for it because it allowed residents to park for free.

Mayor Latham

Mayor Latham thanked the Council for their input and comments. Mr. Latham emphasized the importance having a long term plan (5 to 10 year plan) to implement a parking system that will be orderly and consistent throughout the City, not just in the CBD. In addition to converting the existing parking lots, the Mayor suggested using Wingate Park or property in the industrial zone for special event parking lots, using trams or partnering with JTA to transport people to and from events. Mr. Latham stated that a combination of two of the four systems presented could be utilized to provide a paid parking system that is expandable, have peak and off-peak plans, and a resident program. Based on the information and comments presented at this workshop, the Mayor requested staff to prepare a final paid parking program for Council's consideration.

The City Manager summarized the directives from the Mayor and Council, as follows:

- unmanned gated system (#4) for the two large parking lots for long term parking
- pay/display system (#3) for the three smaller parking lots for long term parking
- pay/display system for short-term on-street parking (2 hours or less)
- residents parking program, free or minimum fee
- close 1st Street to parking, except for taxis

Minutes of City Council Workshop
held on Wednesday August 28, 2013 – 6:30 p.m.

- establish plan to stop migration of downtown parking into residential neighborhoods
- establish a calendar for peak and off-peak seasonal rates
- establish rates for Monday through Thursday parking
- establish rates for Friday-Saturday-Sunday and special event parking
- turn the City owned vacant property at 2nd Street and 3rd Avenue North into a parking lot

The workshop adjourned at 8:00 p.m.

Submitted by: Nancy J. Pyatte
Assistant City Clerk

Approved:

William C. Latham, Mayor

Date: September 16, 2013

**Minutes of Regular City Council Meeting
held Tuesday, September 3, 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 Vogelsang; 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, City Department Directors, and City Clerk Judy Bullock.

APPROVAL OF MINUTES

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

- Budget Workshop held August 12, 2013
- Budget Workshop held August 13, 2013
- Regular City Council Meeting held August 19, 2013

ANNOUNCEMENTS

Councilmember Jeanell Wilson

- Ms. Wilson announced that the event "Taste of Jax Beach" is tonight.

City Manager George Forbes

- Mr. Forbes explained that the "Taste of Jax Beach" is a free event designed to get people into the Downtown Restaurants to see what they have to offer. Mr. Forbes added that the event appears to be very successful and the City has received outstanding publicity.

Mayor Latham

- Mayor Latham extended his appreciation to Better Jacksonville Beach Group for organizing the "Taste of Jax Beach" event.
- Mayor Latham advised that he was a guest speaker at the Kiwanis Club Luncheon on August 22, 2013. He added that the organization is looking for members, and if anyone is interested, please contact him for additional information.

Minutes of Regular City Council Meeting
held Tuesday, September 3, 2013

- Mayor Latham expressed his appreciation to the City Manager and City Staff for the work that went into the "Paid Parking" workshop on August 28, 2013 and the work that continues. He also advised that he had spoken with St. Augustine's Vice Mayor, Nancy Sykes-Klein, and she provided him with several "lessons learned" regarding paid parking. That information has been passed on to Mr. Forbes.
- Mayor Latham commented that he tries to ride a full shift with Jacksonville Beach Police Officers at least once a month and stated, this past Saturday he road with Officer David Cohill. As with all of the officers he has ridden with, Officer Cohill is an outstanding Police Officer. Mayor Latham added that he is very proud of all the Firefighters and Police Officers and he extended his appreciation to each of them.

COURTESY OF THE FLOOR TO VISITORS

MAYOR AND CITY COUNCIL

CITY CLERK

CITY MANAGER

- (a) Approval to Allow the Beaches Area Historical Society to Permanently Close and Install Landscaping in the Former Right-of-Way of North 5th Street that was Legally Closed by Ordinance No. 7255 on July 2, 1984

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to approve a request from the Beaches Area Historical Society to permanently close North 5th Street between Beach Boulevard and Pablo Avenue, to allow the Historical Society to redevelop the roadway in substantial compliance with the preliminary engineering plans prepared by James DuPree, Architect, dated May 2013.

Speakers:

- Maarten VandeGuchte, 381 Beach Boulevard, Jacksonville Beach, Executive Director of Beaches Museum and History Park.
Mr. VandeGuchte spoke in favor of closing North 5th Street between Beach Boulevard and Pablo Avenue. He also explained that the Historical Society plans to add a Florida Cracker House to the historical park.
- Walter Dickinson, 5187 Dixie Landing Drive, Jacksonville
Mr. Dickinson spoke in favor of the street closing and provided handouts to Councilmembers. *(on file)*
- Jim Overby, 21 Burling Way, Jacksonville Beach
Mr. Overby spoke in favor of the street closing.
- David Plummer, 120 North 5th Street, Jacksonville Beach (owner of Cypress Recording Studio)

Minutes of Regular City Council Meeting
held Tuesday, September 3, 2013

Mr. Plummer stated that he wanted the action taken to be for the good of the community and that closing the street would be best for the Beaches Area Historical Society.

- Peggy Cornelius, 218 Bay Street, Neptune Beach

Ms. Cornelius spoke in favor of closing the street and adding a Cracker House built in 1873 to the Historical Park.

- Keith Faver, 415 Pablo Avenue, Jacksonville Beach (Faver Gray Building on Pablo Avenue)

Mr. Faver spoke in favor of closing the street.

- Maxwell Dickinson, 1199 Beach Avenue, Atlantic Beach

Mr. Dickinson spoke in favor of closing the street.

Mr. Forbes provided Councilmembers with a Traffic Study performed August 26 to September 2, 2013 and advised that the request was to close a small portion of 5th Street, which was closed by ordinance in 1984 (*Ordinance No. 7255*). He explained that when a street or right-of-way is closed the property becomes a part of the properties abutting the closure. In this case, the City of Jacksonville Beach owns the closed street because the property where the Historical Park is located is also owned by Jacksonville Beach.

He added, if Council allows the street closing and subsequent landscaping, the Beaches Area Historical Society would need to go through the City to move another structure onto the property. Mr. Forbes advised that he is in receipt of a letter from Father Kelly, St. Paul's Catholic Church, stating he is in favor of the street closing. (*on file*)

Ms. Hoffman expressed her appreciation to the Historical Society for their commitment to preserve the City's history and stated that she is in favor of closing the street.

Mr. Doherty referred to the Traffic Study and asked Chief of Police, Pat Dooley, if the street is closed, do they foresee any negative impact on the surrounding roadways. He also asked if changes to the turning lane on Beach Boulevard would be reconfigured.

Chief Dooley responded that there will be some impact on the surrounding roadways, but it would not be detrimental.

Mr. Forbes addressed Mr. Doherty's question regarding the turning lane on Beach Boulevard. He advised that initially, the City would install signage that the street is closed.

Mr. Doherty also asked if a sign could be placed directing people to the location of Cypress Recording Studio, due to the loss of the visual access.

Ms. Wilson expressed her appreciation to the Historical Society for their hard work in preserving the history of the Beaches. She also voiced her concerns regarding the impact on surrounding streets and noted that the traffic study indicated higher numbers than expected.

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Mr. Taylor advised that he is concerned about access to area businesses and stated that he is in favor of the addition of a Cracker House to the park.

Mr. Vogelsang expressed his appreciation to the Historical Society for showing the history of the Beaches. He stated that closing the street and connecting the two parts of the park is a good move. Mr. Vogelsang also asked if signage and barricades will be used and if they could be erected before construction begins allowing drivers to become accustomed to the street closure.

Police Chief Dooley advised that signage and barricades would be utilized during the project by the contractor.

Mayor Latham advised that the street closure would be best for the City, and it was already closed in 1984 by ordinance. He noted that the traffic study numbers were higher than anticipated. Mayor Latham added that the Cracker House the Historical Society wants to add to the park must meet the aesthetics of the other items in the park. Mr. Forbes added that the approval of the street closing request is not an approval to move the Cracker House onto this property. Plans and specifications must be approved similar to the Chapel project.

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

- (b) Authorize Additional Budget of \$2,656.45 for the Ongoing Copper and Cyanide Mixing Zones Assessment Study with *CDM Smith*

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to authorize a budget increase of \$2,656.45 to pay for the additional work items required for the Copper and Cyanide Mixing Zones Assessment Study with *CDM Smith*, as explained in the memorandum from the Public Works Director, dated August 25, 2013.

Mr. Forbes displayed a map of the Effluent Water route and advised that our treated wastewater travels close to the mouth of the St. Johns River where it is disposed. The cities of Neptune Beach and Atlantic Beach also share the pipeline for their treated wastewater along with Jacksonville Beach and they shared in the cost of installing the pipeline.

He explained that the City must apply for a federal permit and meet their standards for treatment of wastewater. The three Beach Cities applied to install a larger mixing zone for copper and cyanide, which would accommodate all three of the City's needs. Subsequently, the Federal Department of Environmental Protection rejected the larger merged mixing zone and advised that the mixing zone would have to be adjusted to comply with existing mixing zone rules. The consultant work to respond to the new requirements was not included in the budgeted amount originally approved by the City Council. He added that the study is being led by the City of Atlantic Beach and each City is paying their share of the cost.

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

- (c) Award Unit Price Bid #1213-11, "Lift Station #1 Modifications Project," to *Miranda Contracting, Inc.* and Authorize Construction Administration Services with the Project Design Firm, *ETM, Inc.*

Minutes of Regular City Council Meeting
held Tuesday, September 3, 2013

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to award Unit Price Bid Number 1213-11, titled "Lift Station No. 1 Modifications Project" to *Miranda Contracting, Incorporated*, and authorize Construction Administration Services with the project's design firm, *ETM, Incorporated*, as explained in the memorandum from the Public Works Director, dated August 9, 2013.

Mr. Forbes referred to the displayed map showing the location of the lift station. He added that there are 38 lift stations in the City and Lift Station No. 1 is located on 2nd Avenue South, which will be totally rebuilt, including replacement of waterlines, piping, and a new sidewalk. He explained that the pumping stations carry sewage to the Waste Water Treatment Plant and if one lift station fails, there would be a sewage backup.

Public Works Director Ty Edwards added that they have experienced some major issues with Lift Station No. 1.

Mr. Forbes stated that this item was on the August 19, 2013, Council Agenda; however, there was a possible bid protest and action on this project was tabled until this meeting. He added that the bid protest was unfounded.

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

RESOLUTIONS

ORDINANCES

(a) **ORDINANCE NO. 2013-8030 – SECOND READING**

Mayor Latham requested that Ordinance No. 2013-8030, be read by title; whereupon Ms. Bullock read the following:

"AN ORDINANCE ESTABLISHING A PLANNED UNIT DEVELOPMENT (PUD) DISTRICT WITHIN THE CITY OF JACKSONVILLE BEACH, FLORIDA, AS PROVIDED UNDER THE JACKSONVILLE BEACH LAND DEVELOPMENT CODE, CHAPTER 34 OF THE CODE OF ORDINANCES OF SAID CITY. (*This PUD is for a 1,608 sq. ft. office building located on the west side of Isabella Boulevard, 150 ft. south of Osceola Avenue.*)"

Speaker:

- Jim Overby, 21 Burling Way, Jacksonville Beach
Mr. Overby advised that he is not opposed to the project, just to the process of "Spot Zoning".

Mr. Forbes referred to the displayed map that shows where the proposed building would be located and noted that the surrounding developments are single-story office complexes. He pointed out that the property is currently zoned residential single-family. Mr. Forbes stated that the proposed development complies with the Comprehensive Plan and does not fall under "Spot Zoning".

He then read the following:

“The subject property is bordered by office development to the north, east, and south, and by a large retention pond to the west. Its proposed use, then, is consistent with existing and proposed land uses in the area. The proposed rezoning represents logical in-fill development within an existing office park. The development, as proposed, will not adversely impact the natural environment.”

Mr. Forbes stated that the proposed development is consistent with the City’s Comprehensive Plan.

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to adopt Ordinance No. 2013-8030, as read by title only, rezoning a vacant 0.13 acre parcel of land on the west side of Isabella Boulevard, 150 feet south of Osceola Avenue, from *Residential, single-family: RS-2* to *Planned Unit Development: PUD* to allow a 1,608 s. f. office building.

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

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to approve the Findings of Fact for Ordinance No. 2013-8030, dated August 21, 2013.

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

ADJOURNMENT

There being no further business coming before the Council, Mayor Latham adjourned the meeting at 8:03 p.m.

Submitted by: Judy L. Bullock
City Clerk

Approval:

William C. Latham, Mayor

Date: September 16, 2013

**Minutes of Special City Council Meeting
held Wednesday, September 4, 2013, at 6:00 P.M.
In the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida.**



CALL TO ORDER:

Mayor Charlie Latham called the meeting to order.

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, City Department Directors, and City Clerk Judy Bullock.

PURPOSE OF MEETING

Mayor Latham stated that the purpose of the meeting was to adopt a Proposed Millage Rate for Fiscal Year 2014 and a Tentative Operating Budget for Fiscal Year 2014.

Mayor Latham made the following statement:

The first item to be discussed is the Proposed Millage Rate. The budget for the City of Jacksonville Beach was prepared using the millage rate of \$4.0947 mills. The rolled back rate is 4.1072 mills. The proposed millage rate of 4.0947 mills is 0.3% less than the rolled back rate.

The second item to be discussed is the Tentative Operating Budget. The tentative operating budget for Fiscal Year 2013-2014 is \$161,513,569.

Public Hearing

At this time, Mayor Latham opened a Public Hearing on the Proposed Millage Rate and Tentative Operating Budget.

Seeing no one who wished to address the Council, Mayor Latham closed the Public Hearing.

PROPOSED MILLAGE RATE

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to adopt the Proposed Millage Rate for Operating Purposes of \$4.0947 mills.

Discussion

Mr. Forbes advised that the City held six very detailed Budget Workshops on the entire budget. He added that he had proposed adoption of the rolled back millage rate of 4.1072 mills, which would provide the City with the same amount of monies received in the previous year. The Council decided that they would

Minutes of Special City Council Meeting
held Wednesday, September 4, 2013

maintain the same millage rate, which is 4.0947 mills. Mr. Forbes stated that the assessed value in Jacksonville Beach increased by \$19,586,293 with \$12,000,000 from new construction.

Mr. Forbes advised that the total tentative operating budget is \$16,843,797, which is a 9.4% decrease from last year. He remarked that that number might change during the year as a result of redevelopment projects.

Mr. Forbes added that 63% (\$11,948,092) of the General Fund's budget and 74% of its authorized positions are dedicated to the police and fire departments. In response to Mr. Doherty's question concerning the difference between the current millage rate and the rolled back millage rate, Mr. Forbes advised that this year the difference was approximately \$22,000. He added that in previous years it was in the six figures.

Ms. Wilson expressed her appreciation to Mr. Forbes and his staff for not raising the millage rate and reducing spending accordingly.

Mayor Latham extended his appreciation to the City Manager and Staff for the amount of work that goes into budget preparation.

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

TENTATIVE OPERATING BUDGET – FY 2013-2014

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to adopt the Tentative Operating Budget for Fiscal Year 2013-2014 of \$ 161,513,569.

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

ADJOURNMENT

There being no further business coming before the Council, Mayor Latham adjourned the meeting at 6:08 p.m.

Submitted by: Judy L. Bullock
City Clerk

Approval:

William C. Latham, Mayor

Date: September 16, 2013

**Minutes of Special City Council Meeting
held Monday, September 9, 2013, at 6:00 P.M.
In the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida.**



CALL TO ORDER:

Mayor Charlie Latham called the meeting to order.

ROLL CALL:

Mayor: Charlie Latham

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

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

PURPOSE OF MEETING

Mayor Latham stated that the purpose of the meeting was to adopt a Proposed Millage Rate for Fiscal Year 2014 and a Tentative Operating Budget for Fiscal Year 2014.

Mayor Latham made the following statement:

The first item to be discussed is the Proposed Millage Rate. The budget for the City of Jacksonville Beach was prepared using the millage rate of \$4.0947 mills. The rolled back rate is 4.1072 mills. The proposed millage rate of 4.0947 mills is 0.3% less than the rolled back rate.

The second item to be discussed is the Tentative Operating Budget. The tentative operating budget for Fiscal Year 2013-2014 is \$161,513,569.

Public Hearing

At this time, Mayor Latham opened a Public Hearing on the Proposed Millage Rate and Tentative Operating Budget.

Seeing no one who wished to address the Council, Mayor Latham closed the Public Hearing.

RESOLUTION NO. 1919-2013
PROPOSED MILLAGE RATE

Motion: It was moved by Mr. Hartkemeyer, seconded by Ms. Wilson, to adopt the Proposed Millage Rate for Operating Purposes of \$4.0947 mills.

Discussion

Mr. Forbes advised that the City held six very detailed Budget Workshops on the entire budget. He added that he had proposed adoption of the rolled back millage rate of 4.1072 mills, which would provide the City

Minutes of Special City Council Meeting
held Monday, September 9, 2013

with the same amount of monies received in the previous year. The Council decided that they would maintain the same millage rate, which is 4.0947 mills. Mr. Forbes stated that the assessed value in Jacksonville Beach increased by \$19,586,293, with approximately \$12,000,000 from new construction.

Mr. Forbes advised that the operating budget is \$16,843,797 less (9.4%) than the current year's budget. He remarked that that number might change during the year as a result of redevelopment projects.

Mr. Forbes added that 63% (\$11,948,092) of the General Fund's budget and 74% of its authorized positions are dedicated to the police and fire departments. Mr. Forbes advised that this year the difference was approximately \$22,000. He added that in previous years it was in the six figures.

Mayor Latham extended his appreciation to the City Manager and Staff for the amount of work that goes into budget preparation.

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

RESOLUTION NO. 1920-2013
OPERATING BUDGET – FY 2013-2014

Motion: It was moved by Mr. Hartkemeyer, seconded by Ms. Wilson, to adopt the Operating Budget for Fiscal Year 2013-2014 of \$ 161,513,569.

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

ANNOUNCEMENT

The Mayor announced the next Art Walk will be Tuesday, September 10, 2013.

The City Manager stated there will be an Executive Session on September 16, 2013 at 6:15 p.m. on labor negotiations.

ADJOURNMENT

There being no further business coming before the Council, Mayor Latham adjourned the meeting at 6:05 p.m.

Submitted by: Nancy J. Pyatte
Assistant City Clerk

Approval:

William C. Latham, Mayor

Date: September 16, 2013

City of

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247 6274

Fax: 904.270 1 642

www.jacksonvillebeach.org

September 5, 2013

MEMORANDUM

TO: George D. Forbes
CITY MANAGER

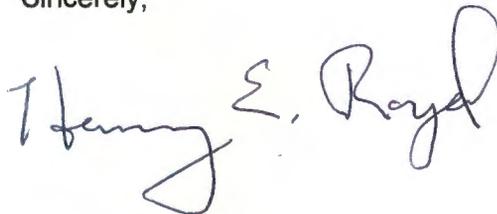
FROM: Harry E. Royal
FINANCE OFFICER

RE: Monthly Financial Reports - Month of August 2013

The Monthly Financial Reports for the month of August are being furnished for your information and perusal. These reports can be found on the "Reports and Information" portion of this Agenda.

If you have any questions concerning these reports, please give me a call.

Sincerely,



Harry E. Royal
FINANCE OFFICER



City of

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6263

Fax: 904.247.6169

www.jacksonvillebeach.org

MEMORANDUM

TO: George D. Forbes, City Manager
FROM: Karen Nelson, Human Resources Director
SUBJECT: Employee Benefits and Third Party Administration for Calendar Year 2014.
DATE: September 9, 2013

ACTION REQUESTED

City Council approve contracts, effective January 1, 2014 with:

- Florida Blue for medical insurance
- MetLife for dental insurance
- Advantica for voluntary vision insurance
- Allstate for GAP Care, accidental & critical illness and individual voluntary benefits
- Discovery Benefits for flexible spending administration
- Health Designs for wellness services

BACKGROUND

MEDICAL

The City issued an RFP on July 1, 2013 to seek proposals from insurance carriers to provide health, dental and voluntary vision insurance. Four medical carriers received the RFP and two responded with proposals. Nine carriers responded for dental and seven for vision. All proposals were evaluated by Karen Nelson, Human Resources Director, and the City's broker, **Abentras**, and two carriers in each category of insurance were selected for committee review. A committee comprised of Karen Nelson, Harry Royal, Finance Officer, and Owen Wingate of Abentras reviewed the proposals and made recommendations based on plan design and overall costs.



Memorandum to George D. Forbes

September 9, 2013

Page 2 of 3

The committee recommends the HMO and PPO **medical plans** offered by **Florida Blue**. The base plan is an open-access HMO with co-pays for office visits and emergency services. The proposed deductibles and out-of-pocket maximums are decreased from the current base plan and individual plan limits apply. This is a significant improvement over the current plan design, which includes aggregate deductibles for those with dependent coverage. The plan also includes a decrease in pharmacy copays. The total projected annual cost for medical insurance is \$2,264,600, an increase of 4.3% over the current year. The estimated cost to the City is \$1,830,700, and is included in the 2014 proposed budget. See **Exhibits A and B** for Summaries of the medical plans and rate schedules.

DENTAL

MetLife is offering a **Dental** HMO plan and two Dental PPO plans with a 2-year rate guarantee. The proposed HMO plan offers significant savings in the copayments for most services and the High Option PPO offers a much higher annual maximum benefit and orthodontia coverage. The total projected annual cost for dental insurance is \$120,287, a decrease of 2.44% below the current year. The estimated cost to the City is \$52,801. See **Exhibit C** for a summary of the dental plans.

VISION

The voluntary **vision** plan offered by **Advantica** includes an improved benefit over the current CIGNA Vision plan with an increase of 1.7% in costs. There is no cost to the City for the vision plan. See **Exhibit D** for a summary of the vision plan.

Memorandum to George D. Forbes

September 9, 2013

Page 2 of 3

VOLUNTARY

Allstate is the current provider for group **voluntary** products, including GAP Care, accident and critical illness, and individual voluntary insurance. We currently have approximately 140 employees and retirees enrolled in the various Allstate plans with no associated cost to the City. The committee recommends that the City continue to offer Allstate supplemental insurance to employees and retirees.

ADMINISTRATIVE SERVICES

Discovery Benefits currently administers the City's COBRA insurance and has proposed a rate for **flexible spending account administration** that is 3% below the current rates paid to Medcom. Discovery Benefits provides excellent customer service and a user-friendly website for employees to access account information. The annual cost for flexible spending administration is approximately \$7,500. The committee recommends contracting with Discovery Benefits based on cost savings and an enhanced level of customer service.

Health Designs has provided **wellness services** to the City in prior years with excellent results. This company will facilitate the Health Fair and other wellness programs at no cost to the City. Wellness programs are currently funded by CIGNA up to an annual amount of \$13,500. Florida Blue's proposal includes \$50,000 for wellness programs for calendar year 2014.

RECOMMENDATION

Approve contracts with Florida Blue, MetLife, Advantica and Allstate for employee health, dental, vision and supplemental insurance. Also approve contracts with Discovery Benefits and Health Designs for flexible spending administration and wellness services.

EXHIBIT A

2014 Group Medical Insurance Review

	CURRENT		PROPOSED	
	CIGNA		Florida Blue	
	BASE PLAN	PREMIUM PLAN	BASE PLAN	PREMIUM PLAN
	HRA Plan	OAP-COPAY	HMO	PPO
Calendar Year Deductible (CYD)	\$4,000/\$8,000	\$3,000/\$9,000	\$3,000/\$6,000	\$4,000/\$12,000
Coinsurance (% Member Responsibility)	30%	30%	30%	30%
Maximum Out of Pocket	\$6,000/\$12,000	\$5,000/\$15,000	\$5,500/\$10,000	\$6,000/\$12,000
Deductible included in Out of Pocket Max	Yes	No	Yes	Yes
Individual Plan Limits Apply?	No	Yes	Yes	Yes
Primary Care Office Visit	CYD + 30% Coinsurance	\$30 Copayment	\$35 Copayment	\$35 Copayment
Primary Care Physician Required?	Not Required	Not Required	Required for Enrollment	Not Required
Specialist Office Visit	CYD + 30% Coinsurance	\$50 Copayment	\$65 Copayment	\$50 Copayment
Preventive Services	\$0 Copayment	\$0 Copayment	\$0 Copayment	\$0 Copayment
Emergency Room Visit	CYD + 30% Coinsurance	\$200 Copayment	\$300 Copayment	CYD + 30% Coinsurance
Urgent Care Visit	CYD + 30% Coinsurance	\$50 Copayment	\$70 Copayment	CYD + 30% Coinsurance
Prescriptions (generic/brand/non-referred)	\$15/\$30/\$60	\$15/\$30/\$50	\$10/\$30/\$50	\$10/\$30/\$50
Specialty Rx	\$15/\$30/\$60	25% Coinsurance	\$10/\$30/\$50	\$10/\$30/\$50
Prescription Mail Oder - 90 day supply	\$30/\$60/\$120	\$30/\$60/\$100	\$25/\$75/\$125	\$25/\$75/\$125

EXHIBIT B

**HEALTH INSURANCE PROPOSED RENEWAL RATES
CALENDAR YEAR 2014**

CITY MONTHLY COSTS				
COVERAGE TIER	CURRENT		PROPOSED	
	HRA Plan	Copay Plan	HMO	PPO
Employee	\$486.16	\$449.39	\$493.87	\$493.87
Employee + Spouse	\$694.01	\$620.49	\$714.00	\$714.00
Employee + Child(ren)	\$698.77	\$624.76	\$714.00	\$714.00
Employee and Family	\$915.98	\$848.40	\$970.00	\$970.00
	\$117,659.38	\$28,610.55	\$120,630.63	\$31,928.67
	\$146,269.93		\$152,559.30	
	4.30% Increase			

EMPLOYEE MONTHLY COSTS				
COVERAGE TIER	CURRENT		PROPOSED	
	HRA Plan	Copay Plan	HMO	PPO
Employee	\$0.00	\$116.31	\$0.00	\$127.26
Employee + Spouse	\$273.79	\$507.90	\$275.34	\$522.04
Employee + Child(ren)	\$225.02	\$447.36	\$225.80	\$460.53
Employee and Family	\$580.09	\$955.62	\$614.27	\$1,004.38
	\$21,740.87	\$12,919.18	\$22,534.46	\$13,622.07
	\$34,660.05		\$36,156.53	
	4.32% Increase			

EXHIBT C

2014 Group Dental Insurance Review

PROPOSED

MetLife				
BASE PLAN	MIDRANGE PLAN		PREMIUM PLAN	
DHMO Met335	Low Option 2		High Option 2	
In-Network	In-Network	Out of Network	In-Network	Out of Network
Calendar Year Deductible	\$50/\$150	\$50/\$150	\$50/\$150	\$50/\$150
Type I Services - Preventive				
Deductible Applies?	No	No	No	No
Cleaning/Exams	100%	100%	100%	100%
Type II Services - Basic				
Deductible Applies?	Yes	Yes	Yes	Yes
Fillings	80%	80%	80%	80%
Simple Extractions	80%	80%	80%	80%
Endodontic	80%	80%	80%	80%
Periodontic	80%	80%	80%	80%
Type III Services - Major				
Deductible Applies?	Not Covered	Not Covered	Yes	Yes
Crowns	Not Covered	Not Covered	50%	50%
Dentures	Not Covered	Not Covered	50%	50%
Implants	Not Covered	Not Covered	50%	50%
Annual Plan Maximum	\$1,000	\$1,000	\$5,000	\$5,000
Type IV Services - Orthodontia				
Deductible Applies?	Not Covered	Not Covered	Covered	Covered
Dependant age limit	Not Covered	Not Covered	50%	50%
Lifetime Orthodontia Maximum	Not Covered	Not Covered	19	19
	Not Covered	Not Covered	1,000	1,000

Two-Year Rate Guarantee

Proposed City Costs			
Employee Only	\$9.54	\$12.04	\$14.25
Employee + Spouse	\$12.50	\$12.50	\$12.50
Employee + Child(ren)	\$12.50	\$12.50	\$12.50
Family	\$17.00	\$17.00	\$17.00
	\$905.80	\$1,619.82	\$1,874.50
Total Monthly Premium		\$4,400.12	

-1.17% Decrease below current

Proposed Employee Costs			
Employee Only	\$0.00	\$0.00	\$15.98
Employee + Spouse	\$4.20	\$4.87	\$52.67
Employee + Child(ren)	\$7.52	\$10.12	\$55.99
Family	\$11.14	\$17.37	\$92.68
	\$272.30	\$706.93	\$4,644.57
Total Monthly Premium		\$5,623.80	

-3.40% Decrease below current

EXHIBIT C
2014 Group Dental Insurance Review
Patient Charge Schedule

	CURRENT	PROPOSED
	CIGNA	MetLife
	BASE PLAN	BASE PLAN
	Basic- HMO	DHMO Met335
	In-Network Only	In-Network Only
Office Visit Fee (per patient, per visit)	\$5	N/A
<i>Preventive/Diagnostic Services</i>		
Comprehensive Oral Evaluation (D0150)	\$0	\$0
Prophylaxis- Adult (D1110)/ Child (D1120)	\$0	\$5
Bitewings - Four Radiographic Images (D0274)	\$0	\$0
Panoramic Radiographic Images (D0330)	\$0	\$0
<i>Restorative Services</i>		
Amalgam (Filling) - One Surface, Primary or Permanent (D2140)	\$17	\$12
Resin-Based Composite - One Surface, Posterior (D2391)	\$45	\$30
<i>Crowns</i>		
Crown-Porcelain Fused to High Noble Metal (D2750)	\$340	\$335
Crown-Porcelain Fused to Predominantly Base Metal (D2751)	\$415	\$335
<i>Endodontics</i>		
Therapeutic Pulpotomy (excluding final restoration) (D3220)	\$84	\$40
Endodontic Therapy, Molar (excluding final restoration) (D3330)	\$530	\$305
<i>Periodontics</i>		
Periodontal Maintenance (D4910)	\$78	\$45
Periodontal scaling and root planning - Four or more teeth per quadrant (D4341)	\$115	\$60
Osseous Surgery (Including Flap Entry and Closure)- Four or more contiguous teeth or tooth bounded spaces per quadrant(D4260)	\$595	\$330
<i>Prosthetic Services</i>		
Complete Denture- Maxillary (D5110) OR Mandibular (D5120)	\$350	\$505
<i>Implants</i>		
Surgical Placement of Implant Body: Endosteal Implant (D6010)	Not Covered	\$1,005
<i>Oral Surgery</i>		
Extraction, erupted tooth or exposed root (D7140)	\$53	\$5
Surgical Removal of Erupted Tooth - Removal of Bone and/or Section of Tooth (D7210)	\$110	\$50
Removal of Impacted Tooth - Soft Tissue (D7220)	\$120	\$60
Removal of Impacted Tooth - Completely Bony (D7240)	\$230	\$135
<i>Orthodontics</i>		
Comprehensive Orthodontic Treatment of the Adolescent Dentition (D8080)	\$515	\$2,410
Comprehensive Orthodontic Treatment of the Adult Dentition (D8090)	\$515	\$2,410
Periodic Orthodontic Treatment Visit - As Part of Contract:		
Children (up to 19th Birthday), 24-Month Treatment Fee (D8670)	\$103	\$40
Adults, 24-Month Treatment Fee (D8670)	\$139	\$40
<i>Emergency Services</i>		
Palliative (Emergency) Treatment of Dental Pain- Minor Procedure (D9910)	\$47	\$10

EXHIBIT D

2014 Group Vision Insurance Review

PROPOSED

Advantica		
Voluntary Vision		
	In-Network	Out of Network
Eye Exams	\$10 Copay	up to \$40 Reimbursement
Contact Lens Exam	\$30 Allowance	No Reimbursement
Materials	\$10 Copay	N/A
Frames	up to \$125 Allowance after Copay	up to \$40 Reimbursement
Lenses		
Single	100% after Copay	up to \$20 Reimbursement
Bifocal	100% after Copay	up to \$40 Reimbursement
Trifocal	100% after Copay	up to \$60 Reimbursement
Lenticular	100% after Copay	up to \$100 Reimbursement
Contacts Lenses (in lieu of eyeglasses)		
Medically Necessary	up to \$250 Allowance after Copay	up to \$60 Reimbursement
Elective	up to \$125 Allowance after Copay	up to \$250 Reimbursement
Benefit Frequency		
Vision Exams	12 months	12 months
Spectacle Lenses	12 months	12 months
Frames	12 months	12 months
Contact Lens Allowance	12 months	12 months

Proposed Monthly Premiums	
Employee Only	\$5.40
Employee + Spouse	\$10.79
Employee + Children	\$10.90
Family	\$17.17

1.70% Increase over current rates

MEMORANDUM

City of
Jacksonville Beach

City Hall
11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6231

Fax: 904.247.6107

Planning@jaxbchfl.net

www.jacksonvillebeach.org

TO: George D. Forbes, City Manager

FROM: Steven G. Lindorff, Director of Planning & Development 

SUBJECT: Memorandum of Understanding Regarding the Potential to Lease City-Owned Property on 4th Avenue South between Beach Boulevard and 1st Avenue South to Provide Land for Additional Off-Street Parking for the Redevelopment of the Closed Gas Station at the Southwest Corner of Beach Boulevard and South 3rd Street (SR A1A)

DATE: September 9, 2013

ACTION REQUESTED

Approval of the Memorandum of Understanding setting forth a process and parameters to determine the feasibility of entering into a lease agreement with Grunthal & Schueth Properties, Inc. to allow the use of approximately 9,200 sq. feet of city-owned property adjacent to Water Treatment Plant #1 on South 4th Street for additional off-street parking for the redevelopment of the vacant gas station site at the southwest corner of Beach and A1A.

BACKGROUND

Several months ago, the Planning and Development Department was approached about the possibility of the City selling or leasing a 62' by 150', ±9,300 sq. foot parcel of land adjacent to Water Treatment Plant #1 on South 4th Street. The city land would be incorporated into the site of the closed gas station at the southwest corner of Beach Boulevard and South 3rd Street. It was determined that the property should be leased and not sold; and the concept was referred to the Public Works Department to see if the development of the site for additional off-street parking would unduly interfere with the operation of the water treatment plant. After a thorough review, Public Works determined that the parcel could be leased with the following restrictions:



- The developer will construct a secured 14-15 space parking lot on the east side of the Water Division facility to replace the spaces now within the parcel proposed to be leased.
- The developer will provide stormwater management for both the new city parking facility and the off-street parking for development site.
- Security fencing will be provided along the common boundary of the leased property and the city facilities.

Approval of this Memorandum of Understanding will initiate a process to determine if the City and the Developer can formulate a lease agreement acceptable to all parties. The 62' X 150' site will be appraised to provide a baseline land value to use in establishing the annual lease rate. The City's standard land lease will be proffered for review by the developer. If all negotiating points fall into line, the proposed lease agreement will be returned to the City Council for final review and approval.

Essentially, this Memorandum of Understanding provides a "roadmap" to determine if the City and the Developer can settle on a land lease that is acceptable to both parties, and that can be approved by the City Council.

RECOMMENDATION

Approval of the Memorandum of Understanding between Grunthal & Scheuth Properties, Inc. and the City of Jacksonville Beach to determine the feasibility of leasing city-owned land on South 4th Street for use as additional off-street parking. The parking would be used for a proposed redevelopment of the vacant gas station at the southwest corner of Beach Boulevard and South 3rd Street (SR A1A).



Waffle House

Vacant Gas Station
Proposed To Be
Redeveloped For
Restaurant And/Or
Retail Use

City-Owned Land
To Be Leased For
Off-Street Parking

Verizon

New
Secure
parking
Area To
Be Built
By Lessee

City Water
Division Facility

4TH

151

MEMORANDUM OF UNDERSTANDING

This non-binding Memorandum of Understanding ("MOU") is an expression of our interest in leasing on a long-term basis the property referenced below, subject to the following terms and conditions:

Property: Approximately 9,300 square foot parcel of real property with the dimensions of sixty-two feet (62') fronting on Fourth Street South, by one hundred fifty feet (150'), Jacksonville Beach, Florida, as shown on the map attached hereto as Exhibit "A" (the "Property")

Lessor: City of Jacksonville Beach (the "City")

Lessee: G&S Acquisitions, LLC, a Florida limited liability company and its successors and/or assigns ("G&S")

Background: G&S is currently under contract to purchase in fee simple, that certain real property commonly known as 300 Beach Boulevard, Jacksonville Beach, Florida which is comprised of an approximately 0.75 acre parcel situated on the southwest corner of Beach Boulevard and Third Street (the "Parcel"). G&S intends to redevelop the Parcel for retail or restaurant use. By increasing the existing access and parking available to the Parcel, the quality of this planned redevelopment of the Parcel will be greatly improved.

Proposed Agreement: G&S would be interested in leasing the Property from the City on a long-term basis pursuant to the terms of a ground lease to be negotiated between the parties. G&S is agreeable to constructing the following at G&S's sole cost and expense:

(a) City Parking Lot Improvements: G&S will construct a secured parking lot in the location illustrated on Exhibit "A" and identified as "City Water Plant Relocated Parking Lot" (the "Parking Lot"). This Parking Lot will be fenced and have a secure entry access gate to specifications reasonably satisfactory to the City and G&S. Such construction will be completed by G&S on or before the completion of the redevelopment of the Parcel.

(b) Storm Water Treatment Basin: G&S will construct a storm water treatment basin to be located on the Property in the location illustrated on Exhibit "A" and identified as "Stormwater Treatment Basin under parking lot (STORMTECH)" (the "Storm Water Basin"). This Storm Water Basin will be sufficient to accommodate the storm water generated from both the Parking Lot and the parking area to be constructed on the Property by G&S and the improvements to be constructed by G&S in connection with its overall redevelopment of the Parcel. Such construction will be completed by G&S on or before to the completion of the redevelopment of the Parcel.

The Parking Lot and the Storm Water Basin are hereinafter collectively referred to as the "Improvements").

G&S shall be required to comply with all laws, rules and regulations of local, state and federal governmental agencies in the construction of the Improvements, including obtaining any and all permits necessary for such construction.

Rental Rate: To be determined to be mutually acceptable between the parties. City will begin this process by ordering an MAI appraisal of the Property.

Costs: G&S shall be responsible for payment of the cost of the appraisal and recording of the Memorandum of Lease in the Public Records of Duval County, Florida. G&S and City will pay their own attorney's fees and other costs.

Expiration: This Letter of Intent shall be valid until 5:00 p.m. on November 1, 2013, at which time it shall become null and void.

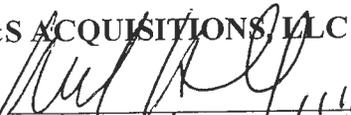
Disclosure: The above terms and conditions are not fully exhaustive and are terms for negotiation purposes only. This MOU does not purport to be and does not constitute a binding agreement, and neither G&S nor City shall have any legal obligation under this MOU unless and until a lease as contemplated herein is executed and delivered by G&S and City. This MOU shall be governed by, and construed in accordance with, the laws of the State of Florida. To the fullest extent permitted by law, all parties expressly waive all rights to trial by jury in any litigation relating to this MOU and all rights to punitive, consequential or special damages arising out of or related to this MOU.

This MOU is intended solely as a preliminary expression of general intentions and is to be used for discussion purposes only. The parties agree that this MOU is not intended to create any agreement or obligation by either party to negotiate a more definitive agreement relating to the Property and imposes no duty on either party to continue negotiations. The parties intend that neither shall have any contractual obligations to the other with respect to the matters referenced herein unless and until a more definitive agreement has been fully executed and delivered by the parties

LESSEE Agreed and Accepted:

("Lessee")

G&S ACQUISITIONS, LLC

By: 

Name: Leonard H. G. [unclear], III

Title: Manager

Date: 8-14-13

LESSOR Agreed and Accepted:

("Lessor")

CITY OF JACKSONVILLE BEACH

By: _____

Name: _____

Title: _____

Date: _____



BEACHES | ENERGY
SERVICES

MEMORANDUM

TO: George D. Forbes
City Manager

FROM: Roy Trotter
Director of Beaches Energy Services

DATE: September 4, 2013

RE: Wire and Cable Bid - 12 to 36 Months Requirement

ACTION REQUESTED:

Award Bid Number 1213-13 for the purchase of wire and cable.

BACKGROUND:

On August 21, 2013, bids were received for the annual purchase of 4 different types of electrical wire and cable stocked in the storeroom for use by Beaches Energy Services. All unit prices are tabulated based on 1,000 ft. increments and are to be adjusted monthly, based on either the Comex or American Metal Market Price Indices for copper and/or aluminum. (See attached bid tabulation.)

EVALUATION:

Purchasing and Procurement solicited bids from 9 electrical wire and cable suppliers and 4 responded. Tristate bid for line item #4 is rejected because they did not complete all required bid form values. Wesco Bid is rejected because they did not correctly complete the bid form. Electric Supply transposed the values of Items #2 and #4, and will not honor the quote as submitted. Item 4 will not be awarded at this time.

Bid Item Numbers

1, 2 and 3

Vendor

Gresco Utility Supply, Inc.

Funds are budgeted in the Capital Improvements Account.

George D. Forbes
September 4, 2013
Page 2

RECOMMENDATION:

Award Bid Number 1213-13, Items 1, 2, and 3 to Gresco Utility Supply, Inc. as described in a memo from Roy Trotter dated September 4, 2013 and titled "Wire and Cable Bid – 12 to 36 Months Requirement." This bid award is for a period of one year, with the City Manager having the authority to renew the bid for two additional one year extensions.

City of

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6274

Fax: 904.270.1642

www.jacksonvillebeach.org

September 12, 2013

MEMORANDUM

TO: George Forbes
City Manager

From: Harry Royal
Finance Officer

RE: Purchase of Cemetery Software

ACTION REQUESTED:

Approve the purchase of a cemetery software system from Pontem Software.

BACKGROUND:

This past summer we performed a thorough evaluation of the cemetery operations, and the current procedures in place at the Parks and Recreation Department related to the operation of the two City owned cemeteries. The cemetery records and maps are largely paper documents that must be manually updated with any transaction, and because staff works from two locations (recreation and cemetery buildings) records must be duplicated. The current recordkeeping method is a time consuming process with a high potential for omission or misstatement.

For these reasons, it is our recommendation that the City purchase cemetery software with mapping and mobile application features that can be accessed from multiple and remote terminals. This will eliminate the record keeping redundancies and provide a central database with structured data fields. It will also reduce accounting errors and provide additional internal control over the operation of the cemeteries.

In order to perform these tasks, we located two companies (Pontem Software and CIMS) that provide affordable cemetery software systems that will meet our needs, and provide internet and mobile application features that can be accessed by the public. We are recommending that the City accept the proposal from Pontem Software as it is compatible with our ESRI geographical information system (GIS), and has all the technological features we need to properly manage records related to cemetery operations.



We are requesting approval to purchase the software and professional services from Pontem Software for the installation and initial setup of their cemetery software system at a price not to exceed \$20,000. This amount includes reoccurring annual maintenance costs for the software of \$2,700 and a contingency of \$1,400. The monies for this purchase are available in General Fund Unallocated.

RECOMMENDATION:

Authorize the purchase of the Pontem Software system as explained in the memorandum from the Finance Officer dated September 12, 2013.



Managing Your Cemetery's Records Has Never Been Easier!

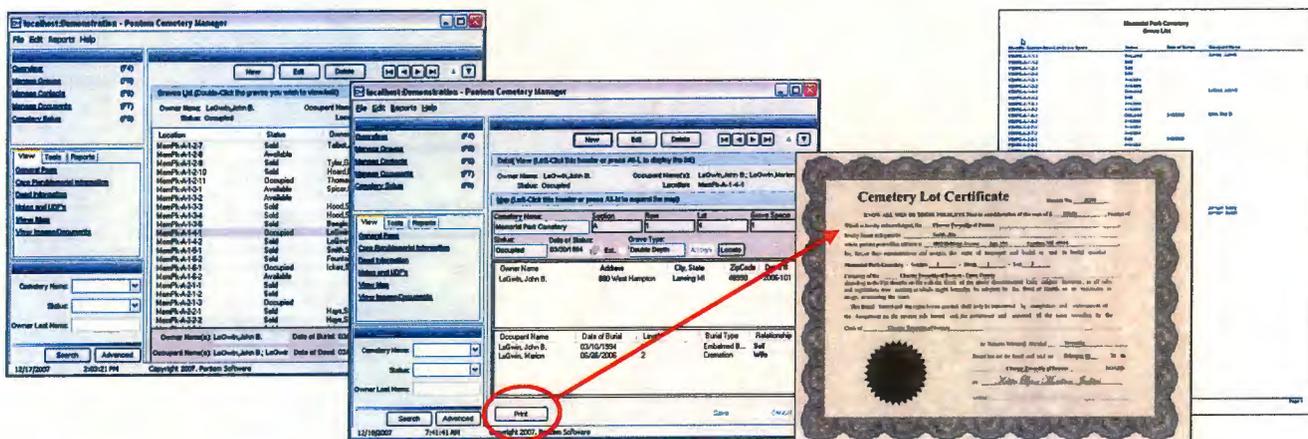
Imagine an easy to use system for managing all of your cemetery's grave, owner, burial, and genealogical records. Mapping, image/document management, or online burial search? Pontem's Cemetery Management System offers that, too! You'll be surprised how *affordable* Pontem's Cemetery Management System is — and how much time and money you'll save with a system tailored perfectly to your needs!

All Your Critical Data in One Place

Pontem's Cemetery Management System combines the latest technology with a user-friendly design. The Data Manager is the core of the Pontem system and provides unparalleled grave record management for owners, deeds, occupants and much more.

Data Manager Features and Benefits

- One-screen user interface is designed to make the Pontem system easy to learn and use.
- Powerful database allows you to track ALL information about graves, owners, occupants, and more. Customizable fields can be defined for information unique to your cemetery.
- Managing multiple cemeteries? No problem! Maintain unlimited cemeteries within one database.
- Custom fields are easily defined for information unique to your organization and are available in Pontem's powerful search filters.
- Simple, easy searches help you find information FAST!
- Professional looking reports and forms including Customized Deeds and Certificates.
- Enterprise class SQL database ensures flexibility, customization, and scalability.
- Support plan includes unlimited emergency 24-7 technical support and automatic product updates.



Enhance Your Experience...

While the Pontem Cemetery Data Manager is complete all by itself, other Pontem Cemetery Management System features and services can help create a solution just right for you. Options include:

- GIS Mapping (Web-Based)
- Basic Mapping
- Image/Document Management
- Online Public Burial Search Service
- Data Conversion Services

Pontem Offers You a Complete Cemetery Record Management Solution. Call Today!

For more information about Pontem products, visit www.pontem.com or call or email us. We'd be happy to show you *what a difference Pontem can make for you!*

Pontem Software
Eaton Rapids, MI
888-742-2378
sales@pontem.com
www.pontem.com

Pontem Cemetery Integrated Mapping



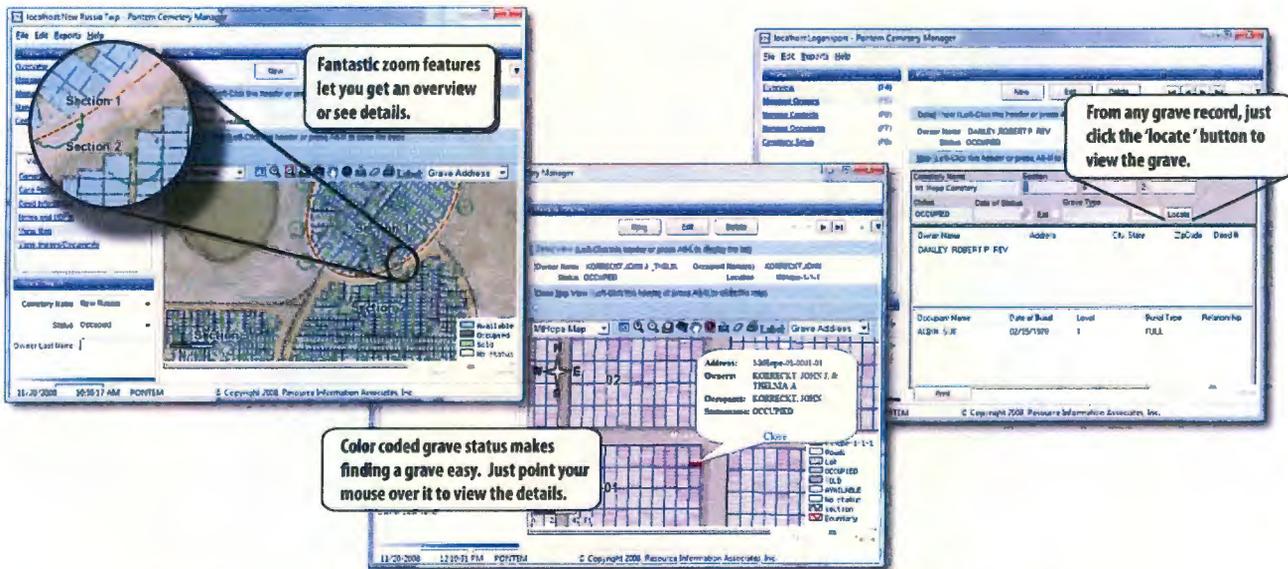
Visualize Your Data with Two Options for Integrated Mapping!

Whether your community's cemetery is large or small, Pontem's Integrated Mapping features are designed to fit your needs. For larger cemeteries and municipalities, GIS mapping is high-tech, powerful, and feature-rich. If your needs aren't as broad, Pontem's Basic Mapping option will be a great fit.

GIS Mapping Brings the Most Value to Your Community

Pontem's Integrated GIS Mapping feature provides the best integration with your cemetery data. Communities already using GIS, will be able to maximize an already valuable investment. Or, if needed, Pontem's experts can transition existing paper, CAD, or digitized maps for use with the Pontem GIS system.

- GIS Mapping gives you the most detailed and dynamic option for visualizing the data in your system. You can display information about an individual grave, and quickly locate an individual grave on your map. Additionally, GIS maps color code graves by their status to assist you in your sales and service efforts.
- Auto-create grave records in the Pontem Cemetery database - a great time saver if you are creating your data from manual records.
- GIS maps integrate seamlessly with Pontem's Online Burial Search service to provide easy, detail-rich, professional-looking map access to your community.



Basic Mapping - An Affordable, Simple Option for Smaller Cemeteries...

Even if you're a smaller cemetery without the need for sophisticated GIS mapping, you can benefit from Pontem's Basic Mapping feature. Use existing digital maps or scanned images of paper maps to show grave locations.

- Scanning preserves your existing paper maps
- You can keep an unlimited number of maps for each cemetery
- Locate individual graves or display color-coded search results on your maps

Pontem Offers You a Complete Cemetery Record Management Solution. Call Today!

For more information about Pontem products, visit www.pontem.com or call or email us. We'd be happy to show you *what a difference Pontem can make for you!*

Pontem Software

Eaton Rapids, MI
888-742-2378
sales@pontem.com
www.pontem.com



Preserve the Past with an Easy, Paperless Solution

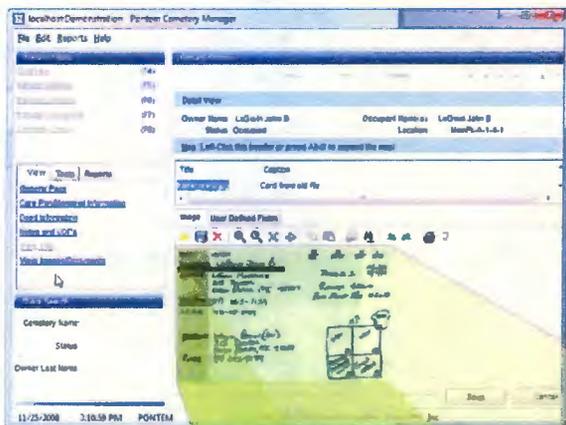
Preserving decaying paper records is just one advantage of Pontem's Cemetery Management System Image/Document Management feature. You'll save time and money by streamlining document filing and retrieval tasks, too!

Stop the Aging Process!

Eliminate the need for messy filing cabinets by electronically capturing your cemetery's paper records. Pontem's Cemetery Image/Document Management feature is easy to use, affordable, and integrates seamlessly with the rest of your Pontem Cemetery Management System software.

Image/Document Management Features and Benefits

- Scanning paper burial cards or documents and entering minimal information can expedite computerizing paper records dating back centuries. You'll be amazed how easy it is to computerize your records and the amount of time you'll save by accessing your cemetery's burial information via computer.
- Feel secure, knowing your historical records are safe, can be backed up, and even stored offsite for maximum security.
- Scan obituaries and pictures of markers to serve genealogists with more robust documentation.
- Easily associate an unlimited number of images & documents with any grave record.
- Works with many file formats, including .pdf, .doc, .xls, .jpg, .bmp, .tif, .rtf, and more!



Pontem Offers You a Complete Cemetery Record Management Solution. Call Today!
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Online Burial Search

Feedback about our Online Burial Search has been extremely positive.

- Leif Bouffard,
City of Winter Park



ONLINE BURIAL SEARCH

SHOW AND TELL

If you're using either Pontem's Standard or GIS Mapping option you'll be able to show online visitors the burial location of those they've searched for on a map which they can print and keep for their own use.

ENCOURAGE ENGAGEMENT

Invite the public to view and share memories, photos, stories, and more via a Digital Memorial Page right from your Online Burial Search page. A great opportunity to add value to your grave sales!

MOBILE ADMINISTRATION

Enable your staff to make notes of maintenance tasks, inventory trees, and reserve plots right from the field when you add cutting-edge mobile apps powered by industry-leader and Pontem partner, webCemeteries.com.

MARKETING ASSISTANCE

Spread the word and let others know about your cemetery's Online Burial Search service. Step-by-step we'll show you how via an invaluable, complimentary Marketing and Promotion Toolkit designed just for Pontem Online Burial Search customers.

Pontem's Cemetery Software is a 'Suite' Solution!

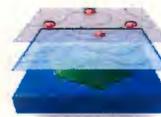
Pontem's Online Burial Search is designed to work seamlessly with each component of the Pontem Cemetery Management Suite. Built for power and flexibility, choose the features of Pontem you need or want now, and add others later as needs change and budgets allow.



DATA MANAGER



IMAGING



MAPPING



KIOSKS



MOBILE APPS

ABOUT PONTEM

Founded in 1979, Pontem Software is a leading provider of software solutions for cemeteries and local government offices nationwide.

Our products are known for their ease-of-use, affordability, professional reporting, and much more - all backed by an unparalleled level of customer service and support.

SYSTEM REQUIREMENTS

For optimal performance, Pontem recommends the following hardware/software for stand-alone* installations:

- ✓ Windows 7 or 8 Professional
- ✓ Screen Resolution - 1024 x 768
- ✓ Memory (RAM) 4GB
- ✓ Hard Disk - 2 GB free space (per application)
- ✓ Internet Access - High-speed
- ✓ Backup - Some means for backup to external media or use of Pontem's automated Remote Backup Service.

* Pontem runs just as flawlessly in networked environments. Contact us for recommended specifications and details.

TECHNICAL SUPPORT

Helping you get the most out of your Pontem software investment is our number one priority.

Like all Pontem products, our Online Burial Search includes unlimited, 24/7 technical assistance. As a Pontem customer you'll enjoy:

- ✓ Toll-free Help Desk assistance
- ✓ Access to Pontem's Online Training and Support Center
- ✓ Complimentary program upgrades - from minor updates to new product releases, as part of your Annual Pontem Software Support and Service Plan.

PRICING

Pontem's flexible, scalable design makes it an ideal choice for cemeteries large and small.

A Pontem sales specialist will work with you to determine the scope of your project, provide guidance, and prepare a customized quote and implementation plan tailored specifically to your needs.

Contact us for more information or to schedule demonstration to see what Pontem do for you.



City of

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6274

Fax: 904.270.1642

www.jacksonvillebeach.org

September 11, 2013

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

ACTION REQUESTED:

Approve Resolution 1918-2013 adopting the year-end budget adjustment.

BACKGROUND:

Each year the City adopts budget amendments adjusting the budget for expenditures that have become necessary since the original budget was adopted. 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 reflects 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 following exceptions:

Funding:	Amount	Description:
General Fund	\$400,000	To provide partial funding for road milling and repaving improvements
General Fund	\$100,000	To begin to provide funding for a roof replacement reserve for City buildings, including the O&M Facility and City Hall
General Fund	\$104,050	To funding for improvements to stabilize the stormwater pond at Wingate Park-as discussed at the Parks & Recreation budget workshop 8-13-2013.



General Fund	\$25,000	To provide funding for the purchase of a designated secure server to be used for security cameras at City facilities
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All of the above amounts will be transferred to General Fund Capital Projects and monies are on hand to fund requested expenditures.

RECOMMENDATION:

Adopt Resolution 1918-2013 authorizing the year-end budget adjustment.

HER/tr

Introduced by: _____

Adopted: _____

RESOLUTION NO. 1918-2013

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 :

Insurance premium tax-fire pension	a.	\$127,950	001-0000-312-51-00
Insurance premium tax-police pension	a.	\$165,970	001-0000-312-52-00
Charges for services-events	b.	\$3,090	001-0000-349-03-00
Charges for services-parks	b.	\$11,560	001-0000-349-04-00
Insurance proceeds	c.	\$3,026	001-0000-364-20-00
Donations-4th of July	d.	\$13,000	001-0000-366-90-46
Donations-Fire Department	e.	\$2,959	001-0000-366-95-00
Miscellaneous revenue	f.	\$2,730	001-0000-369-90-01
Transfer in from Electric	g.	\$21,763	001-0000-381-10-00
Transfer in -from Justice Assistance Grant	h.	\$15,027	001-0000-381-88-00

- a. To record state insurance premium tax designated to offset an equal contribution to fire and police pension plans. This change in treatment necessary for compliance with accounting standards.
- b. To record fees for set-ups and cleanups for special events and ball fields. These fees are used to offset the costs of providing these services.
- c. To record insurance proceeds. These proceeds offset the cost of repairing vehicles.
- d. To record donations for the 4th of July event. These donations offset part of the cost of the event.
- e. To record donations from various events used to offset the cost of Fire Department overtime.
- f. To adjust budget for Never Quit contribution to pay for additional Ocean Rescue staff required for their event.
- g. To adjust budget to provide partial funding for tennis court lights as approved by Council 6-17-2013.
- h. To adjust budget for Justice Assistance Grant awarded in FY2012 but not received until 2013.
Approved by Council 9-12-2012 (budget adoption).

General Fund Expenditures :

Parks & Recreation

Personal services and other charges	a.	\$2,730	001-0602-575-12-00
Capital outlay-equipment	b.	\$1,750	001-0602-575-64-00
Capital outlay-improvements	c.	\$39,250	001-0606-572-63-00
Operating-concerts	d.	(\$200)	001-0611-574-34-59

- a. To adjust budget for additional Ocean Rescue costs associated with the Never Quit event. This
- b. To adjust budget for cost of purchasing a surf ski for the Ocean Rescue Competition Team. This purchase is being paid for with funds raised by the team. Approved by Council 4-1-2013.
- c. To adjust budget for installation of lights at #7 court at Huguenot Tennis Center. Approved by Council 6-17-2013.
- d. To adjust budget for Jazz Series due to EMT service provided by the fire department as provided in performer's contract.

Streets

Personal services-overtime		\$3,090	001-0611-574-34-59
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To adjust overtime for cost related to set-up and cleanup of of special events and ball fields. These costs are offset by charges for these services.

Police

Personal services-premium tax contributions to pension	a.	\$165,970	001-0901-521-22-12
Repair & maintenance-vehicles	b.	\$1,001	001-0903-521-46-02
Personal services-overtime	c.	\$30,000	001-0911-521-14-00
Personal services-wages/benefits	c.	\$31,000	001-0911-521-12-00
Operating-supplies	c.	\$10,000	001-0911-521-52-00
Capital outlay-equipment	c.	\$34,750	001-0911-521-64-00
Personal services-overtime	d.	\$78,440	001-0903-521-14-00
Operating-repair & maintenance-vehicles	b.	\$2,025	001-0906-521-46-02
Capital outlay-equipment	e.	\$15,027	001-0903-521-64-00

- a. To record state insurance premium tax designated to offset an equal contribution to fire and police pension plans. This change in treatment necessary for compliance with accounting standards.
- b. To adjust budget for vehicle repair and maintenance. This adjustment is being funded by insurance proceeds.
- c. To adjust budget for changes to Parking Program. Approved by City Council 3-18-2013.
- d. To adjust budget for overtime for Community Response Team and Street Crimes unit with a Justice Assistance Grant. Approved by Council 9-10-2012 (budget adoption).
- e. To adjust budget for Justice Assistance Grant awarded in FY2012 but not received until 2013. Approved by Council 9-12-2012 (budget adoption).

Fire

Personal services-premium tax contributions to pension	a.	\$127,950	001-1001-522-22-13
Personal service-overtime	b.	\$200	001-1001-522-14-00
Personal service-overtime	c.	\$2,959	001-1001-522-14-00
Personal service-overtime	d.	\$17,000	001-1001-522-14-00
Operating-supplies	e.	\$2,000	001-1001-522-52-00

- a. To record state insurance premium tax designated to offset an equal contribution to fire and police pension plans. This change in treatment necessary for compliance with accounting standards.
- b. To adjust budget for EMT overtime services provided by the fire department at a Jazz Series concert as provided in performer's contract.
- c. To adjust budget for overtime. The cost of this adjustment is being paid by Fire Department donations received from Springing the Blues and others.
- d. To adjust budget for overtime as approved by the City Council on 3-18-2013 (\$5,000) and 6-3-2013 (\$12,000).
- e. To adjust budget for the cost of replacement chairs for the fire department. This purchase is being paid for from the Fire Department donation reserve.

Nondepartmental

Transfer to General Capital Projects Fund	a.	\$11,887	001-0000-581-91-35
Transfer to Dog Park Capital Projects Fund	b.	\$12,650	001-0000-581-91-98
Operating-unallocated	c.	(\$147,287)	001-0000-519-49-00
Transfer to General Capital Projects Fund	d.	\$400,000	001-0000-581-91-35
Transfer to General Capital Projects Fund	d.	\$100,000	001-0000-581-91-35
Transfer to General Capital Projects Fund	d.	\$104,050	001-0000-581-91-35
Transfer to General Capital Projects Fund	d.	\$25,000	001-0000-581-91-35

- a. To fund the costs of purchase and installation of security cameras. Approved by Council 6-3-2013.
- b. To fund the costs of magnetic gate locks and entry system of the dog park (\$12,650). Approved by Council 6-17-2013.
- c. To adjust budget for cost of General Fund items included in the year-end budget adjustment.
- d. Transfer to General Capital Projects to provide partial funding and create reserves for: milling and repaving improvements (\$400,000), roof replacement and the O&M Facility (\$100,000), improvements to stabilize the stormwater pond at Wingate Park (\$104,050), and the purchase of a designated secure server to be used for security cameras at City facilities (\$25,000).

Community Development Block Grant - 160**Expenses:**

Operating-utility assistance program		\$3,315	160-0104-564-43-00
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To adjust budget for amendments made to FY2013 CDBG contract.

Radio Communications Fund - 162**Revenue:**

Miscellaneous revenue	a.	\$500	162-0000-369-90-00
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Expenses:

Operating-repair & maintenance	b.	\$2,731	162-0800-525-46-02
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a. To adjust budget for revenue from sale of replaced radios. Approved by Council 5-20-2013.

b. To adjust budget for repair of radio tower equipment. Approved by Council 8-19-2013.

Downtown Tax Increment Fund - 181**Expenses :**

Personal services-wages and benefits	a.	\$35,388	181-0903-521-various
Operating-supplies	a.	\$9,771	181-0903-521-52-00
Capital outlay-vehicles	a.	\$27,105	181-0903-521-64-01
Capital outlay-vehicles	b.	\$12,317	181-0903-521-64-01
Capital outlay-improvements	c.	(\$5,187,382)	181-1601-541-63-00

a. To adjust budget for addition of a corporal and related equipment and vehicle to the Downtown CAPE program. Approved by CRA and City Council 5-6-2013.

b. To adjust budget for replacement of ATV used by Downtown CAPE. Approved by CRA 7-29-2013.

c. To adjust funds committed for Downtown redevelopment projects to correspond with fund balance expected to be available at 9-30-2013.

Southend Tax Increment Fund - 182**Revenues:**

Transfer from Water & Sewer	c.	\$41,465	182-0000-381-42-00
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Expenses :

Capital outlay-improvements	a.	\$857,321	182-1602-515-63-00
Capital outlay-improvements	b.	\$69,680	182-1602-515-63-00
Transfer to Water & Sewer	c.	(\$292,635)	182-1602-581-91-42

- a. To adjust budget for South Beach Redevelopment Area Improvements Project (Wms Coastal & JB Heights). Approved by CRA 5-6-2013; by Council 5-20-2013.
- b. To adjust budget for construction of new tennis court at South Beach Park. Approved by Council 6-17-2013.
- c. To adjust budgeted transactions related to Water Plant #2 Storage and Utility Building.

Justice Assistance Grant - 186**Revenues:**

Justice Assistance Grant		\$15,027	186-0000-331-04-00
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Expenses:

Transfer to General Fund		\$15,027	186-0904-581-91-01
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To adjust budget for Justice Assistance Grant awarded in FY2012 but not received until 2013. Approved by Council 9-12-2012 (budget adoption).

General Capital Projects Fund – 315**Revenues:**

Transfer from General Fund	a.	\$11,887	315-0000-381-01-00
Transfer from General Fund	b.	\$800,000	315-0000-381-01-00

Expenses:

Capital outlay-improvements	a.	\$11,887	315-0000-519-63-00
Capital outlay-computer equipment	b.	\$25,000	315-0000-521-64-02

- a. To adjust budget for purchase and installation of security cameras. Approved by Council 6-3-2013.
- b. To transfer partial funding for various projects, including street maintenance, server for camera system, and 10th Street Commercial Area Improvements Project.

Dog Park Capital Projects Fund – 335

Revenues:

Transfer from General Fund \$12,650 335-0000-381-01-00

Expenses:

Capital outlay-improvements \$12,650 335-0000-572-63-00

To fund the costs of magnetic gate locks and entry system of the dog park (\$12,650). Approved by Council 6-17-2013.

Electric Fund - 410

Expenses:

Transfer to General Fund \$21,763 410-0000-581-10-00

To transfer funds from Tennis Capital Improvement Fees Reserve to Electric Fund, to provide partial funding for tennis court lights at Huguenot Park. Approved by Council 6-17-2013.

Water & Sewer Fund - 420

Revenues:

Transfer from South Beach Redevelopment Fund b. (\$292,635) 420-0000-381-28-00

Expenses :

Operating-repair & maintenance a. \$146,348 420-0707-536-46-04
Transfer to South Beach Redevelopment Fund b. \$41,465 420-0704-581-91-82
Capital outlay-improvements c. \$550,060 420-0706-535-63-00

- a. To adjust budget for emergency repair of sanitary sewer manhole (10th Street South). Approved by Council 5-17-2013.
- b. To adjust budgeted transactions related to Water Plant #2 Storage and Utility Building.
- c. To adjust budget for Lift Station #1 rehab project. Approved by Council 9-3-2013.

Stormwater Fund - 423

Expenses:

Capital outlay-land \$144,565 423-0712-536-61-00

To adjust budget for purchase of land to be used to improve drainage. Approved by Council 4-1-2013.

Golf Course Fund - 440

Expenses:

Capital outlay-equipment	\$29,475	440-1402-572-64-00
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To adjust budget for the purchase of a greens roller and aerator machine. Approved by Council 4-1-2013.

Lease Facilities Fund - 460

Expenses:

Capital outlay-buildings	\$11,155	460-0315-562-62-00
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To adjust budget for roof replacement at Penman Park facility. Approved by Council 7-15-2013.

Grounds Maintenance Internal Service Fund - 526

Revenues:

Insurance Proceeds	\$620	526-0000-364-20-00
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Expenses:

Operating-repair & maintenance	a.	\$620	526-0505-591-46-00
Personal services-overtime	b.	\$11,560	526-0505-591-14-00

- a. To adjust budget for receipt of insurance proceeds from damage to fence at 11th Street and 3rd Avenue North. Insurance proceeds are being used to partially pay for the repair.
- b. To adjust overtime for cost related to set-up and cleanup of special events and ball fields. These costs are offset by charges for these services.

Equitable Sharing Fund - 631

Expenses:

Operating-training	\$23,000	631-0910-521-40-00
Operating-operating supplies	\$52,000	631-0910-521-52-00
Capital outlay-equipment	\$50,000	631-0910-521-64-00

To adjust budget for cost of Police Reserve Officer Program. Approved by Council 8-5-2013.

SECTION 2. The Finance Officer is hereby authorized and directed to 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 16th day of September, 2013.

William C. Latham, MAYOR

Judy L. Bullock, CITY CLERK