

**City of Jacksonville Beach
Minutes of City Council Workshop
FY2017 – Budget Workshop
Monday, August 8, 2016 – 5:00 P.M.**

Mayor Latham called the Budget Workshop to order at 5:00 PM.

The following City Council Members were in attendance:

Mayor: Charlie Latham

Council Members: Lee Buck Keith Doherty Christine Hoffman
Bruce Thomason Phil Vogelsang Jeanell Wilson

Also present were City Manager George Forbes, Deputy City Manager Trish Roberts, Assistant Finance/Budget Officer Ashlie Gossett, and Assistant City Clerk Catherine Ponson.

Everyone present had a copy of the Proposed Budget and Business Plan for FY2017. [copy on file]

Staff present from Public Works were Public Works Director Ty Edwards, Distribution & Collection Superintendent Chuck Hernden, Streets Division Superintendent David McDonald, Acting Pollution Control Plant Division Supervisor Phil Brown, Public Works City Engineer Martin Martirone, Water Plant Division Supervisor Michael Taylor and Public Works Engineer Robin Smith.

Public Works

The City Manager went over the Public Works FY2017 Proposed Budget and Business Plan with a review of their mission statement and the organization of the five divisions – Distribution and Collection, Pollution Control Plant, Water Plant, Streets, and Administration. There are 67 employees. One part-time Construction Coordinator for the Downtown Project has been added.

Mr. Edwards reviewed the department’s accomplishments as listed in the report. Mr. Edwards highlighted the following accomplishments:

- 45 dune walkovers have been rebuilt, and they are now preparing for the maintenance of the walkovers;
- Water main projects, including 5th & 7th Streets North and Palm Circle;
- Ocean Forest Area Stormwater Improvements Project.

Mr. Edwards reviewed the upcoming projects and goals for FY2017 including the Downtown Redevelopment District Improvements Program; the South Beach Redevelopment District Improvements Program and the Municipal Skate Park Project.

Mr. Edwards stated under the Water, Wastewater, Stormwater Infrastructure Improvements Program there are several key projects being focused on including the:

- Wastewater Lift Station #7 Project, which creates one lift station from three lift stations;
- Water Meter Replacement Program;
- Water & Sewer Extension Project on Hopson Road.

Mr. Edwards reported on the new solid waste collection contract. It has been 15 years since the City has competitively solicited for this service. The current franchise contract expires in December 2016. It has a clause where the current franchise contract is automatically extended month to month once the solicitation process for a new franchise contract is advertised so that there can be a smooth transition between contractors for the benefit of our residents and businesses.

Mr. Forbes discussed the performance measures for the department as detailed in the report. He reported there would be no street resurfacing in 2017 to save money for a larger project.

Mr. Forbes reviewed the funding sources and a financial summary as detailed in the report. He reported the funding source comes from three enterprise utilities and also from the Local Option Gas Tax and the General Fund. He added that the total budget has increased due to the Capital Outlay project to relocate Lift Station #7.

Mr. Forbes reviewed the budget issues and the unfunded mandates by federal and state regulations. He commented that the FDOT project to improve drainage for State Road A1A north of Beach Boulevard has been delayed so that it is now scheduled to begin in 2018.

Distribution and Collection Division

The City Manager reviewed the operations of the Distribution and Collection Division, noting they are responsible for the water mains, the sewer mains, force mains, sewer manholes, fire hydrants, water valves, water services, and sewer services.

Mr. Forbes reviewed the objectives for the Distribution & Collection division as listed in the report, which include replacing 2,500 feet of old deteriorated water mains, clean 20,000 feet of sanitary and storm mains, inspect an average of 400 manholes per year, conduct fire flow tests on 50 fire hydrants annually, and exercise an average of 663 valves in the water distribution system per year.

Mr. Forbes discussed the replacement of water mains. He showed an example of a deteriorated and corroded water main. Mr. Forbes explained PVC materials will now be used for the lines. Mr. Forbes also showed a sample of a pipe that had been clogged with grease. Phil Brown, Acting Pollution Control Plant Division Supervisor, explained how this is important as it can interrupt the wastewater treatment process.

Mr. Edwards discussed the capital outlay projects as detailed in the report. He stated there are two vehicles that need replacing as well as equipment used to video sewer pipe. Chuck Herndon, Distribution

and Collection Division Superintendent, explained how television equipment is used to record the inside of sewer mains.

Mr. Edwards added that two Water Main Projects are in the capital outlay. One is 3rd Street North (9th to 20th Avenue North), 6th to 9th Avenue North, and the second is the Hopson Road water and sewer main extension.

Mr. Edwards stated there is funding of \$550,000 for the first part of the Water Meter Replacement Program. He also stated that replacing the meters needed to be moved up so that all were in place when the Utility Billing Module for the new Enterprise Resource Program was ready to come on line.

Mr. Forbes discussed the operating budget funding for the Water Valve Maintenance Program and the Sanitary Sewer Maintenance Program.

Pollution Control Plant Division

The City Manager stated the division operates and maintains the wastewater transmission system of 38 sewage pump stations and the 4.5 million gallons per day (MGD) capacity sewage treatment facility, with reuse quality effluent.

Mr. Forbes reviewed the division objectives as detailed in the report.

Mr. Forbes reported the overall division budget is down slightly due to lower capital outlay as detailed in the report.

Water Plant Division

The City Manager reviewed the Water Plant Division's mission, objectives, and organization. The water system consists of six wells, two water treatment facilities, and three ground and two elevated water storage tanks. The water system has a total production capacity of 7.0 million gallons of water daily, but currently uses an average of 2.5 million gallons per day. This division also operates and maintains the stormwater treatment facilities for the City consisting of 20 ponds, two stilling basins each with a weir, the downtown underground stormwater collection vault with two sand traps, eight stormwater pump stations, and the water play feature at Sunshine Park. Mr. Forbes expressed his concern for saltwater intrusion into one of the wells.

Mr. Forbes explained the funding sources and budget as detailed in the report. The capital outlay increase is due to the projects to recoat all Raw Water Ground Storage Tanks and to rehabilitate Raw Water Well #11.

Mr. Forbes reviewed other concerns as detailed in the report including the future of the Florida Aquifer.

Streets Division

The City Manager stated the Streets Division maintains the city's roadways, traffic control signage and markings, sidewalks, and stormwater collection.

Mr. Forbes explained the operations and programs of the Streets Division are funded by the General Fund and the Local Option Gas Tax. He reviewed the division budget issues as detailed in the report.

Stormwater Utility Program

The City Manager discussed the program objectives and budget issues as listed in the report.

Mr. Edwards stated the capital outlay is for the 4th Street South Stormwater Improvements Project. The increase in the operating budget is primarily for channel cleaning and maintenance program.

Sanitation Utility Program

The City Manager discussed the budget issues of the Sanitation Utility Program as detailed in the report.

Administration

The City Manager discussed the Administration Division as detailed in the report. He stated the increase in capital outlay is due to the Lift Station #7 project. He reviewed the division budget issues.

The next budget workshop will be held on Tuesday, August 9, 2016, for Beaches Energy and Parks and Recreation.

The Workshop adjourned at 6:20 P.M.

Submitted by: Catherine Ponson
Assistant City Clerk

Approved:



William C. Latham, Mayor

Date:

9/6/16