

**City of Jacksonville Beach
Minutes of City Council
FY2017 - Budget Workshop
Tuesday, August 9, 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, Finance Officer Karen Nelson, Budget Officer Ashlie Gossett, Director of Beaches Energy Services (BES) Allen Putnam, Director of Parks and Recreation Mary Ellen Donner and Administrative Assistant Jodilynn Byrd.

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

Beaches Energy Services

The City Manager stated the Mission of Beaches Energy is to provide reliable energy services at a competitive price with superior customer service, “Above and Beyond the Expected.” At this time, there are no plans for changes in the number of staff.

Allen Putnam, Director of Beaches Energy Services, reviewed the Accomplishments for FY2015-2016, as listed in the report. He reported BES received the Diamond designation from the American Public Power Association. Furthermore, Mr. Putnam explained the transmission circuit inspection by drones worked very well, and the repair of issues found will start this year. Ms. Wilson asked about the status of the inspections. Mr. Putnam stated the inspections had been completed, and the upcoming budget proposal includes funds for the repairs. Mr. Forbes added that using drones to inspect for repairs is very productive and allows workers to find damage that may not be noticeable from the ground.

Mr. Putnam explained the system reliability of BES by stating last year’s average outage per customer was 39.46 minutes and currently, for this year, BES is averaging approximately 28-minutes per customer outage.

Mr. Forbes discussed the Performance Measures based on cost, service, and reliability. BES residential rates, as well as the outage times per customer, are below the State average. BES rates have been reduced by \$18 per 1,000 kWh since 2010.

Mr. Putnam highlighted the goals of BES as follows:

- Maintain Residential Rate for 1,000 kWh below State average;
- Maintain an average outage time of 50% less than the average annual results for participating FMPA cities;
- Complete all facility improvements listed in the Capital Improvement Plan. [on file]

Mr. Forbes stated the actual total budget is lower than last year's budget.

Mr. Putnam reviewed the Capital Projects for 2017 as listed in the report. He highlighted the design, purchase, and installation of the new 50 MVA transformer for Guana substation (Phase 1). Mr. Putnam stated that it is critical to add one more transformer at this substation. Mr. Putnam also discussed the transmission line hardware renewal and replacement project. This project includes the repairs and improvements to the damaged power lines noticed during the drone inspection.

The Financial Summary for natural gas was reviewed by Mr. Forbes. He reviewed the Florida Public Gas Systems list from the report which indicated the City had approximately 220 natural gas customers and mentioned the map showing the BES natural gas service area.

Mr. Forbes discussed a \$1.2 million year-end budget modification for BES to begin replacing substation transformers and breakers.

Parks and Recreation

Mr. Forbes began the Parks and Recreation Department FY2017 Proposed Budget and Business Plan with a review of the mission statement, the organization, accomplishments, and goals as detailed in the report.

Recreation Administration Division

Mr. Forbes clarified the majority of the positions within the Parks and Recreation Department are part-time Lifeguard positions. Mr. Vogelsang asked if the position of Special Events Coordinator has been added. Mr. Forbes replied stating two part-time positions have been combined to make one full-time position for the Special Events Coordinator.

Mr. Forbes reviewed the recent accomplishments of the department by highlighting the following:

- Construction of the skate park at South Beach Park;
- Adding public restrooms to Latham Plaza and SeaWalk Pavilion;
- Hosting a successful 4th of July celebration;
- 36 teams for adult flag football;
- A total of 97 special events.

Mr. Forbes reviewed the recreation administration goals and mentioned the estimated numbers of participants for the sports programs that are offered.

Mr. Forbes noted Ms. Donner reorganized the budget recently to assure that costs were allocated to the proper divisions.

Ocean Rescue Division

Mr. Forbes reviewed the division responsibilities, recent accomplishments, performance measures, financial summary, budget issues and goals of the division. Mr. Forbes stated if the Volunteer Life Saving Corp cannot provide full coverage on Sundays and holidays, it will significantly increase the city's costs.

Ground Maintenance Division

Ms. Donner reviewed the goals for FY2017 for the Ground Maintenance Division and made mention of the chart showing all of the facilities that are maintained. Furthermore, Ms. Donner reviewed the recent accomplishments of the Grounds Maintenance Division by highlighting the following:

- Mapping and marking of Lee Kirkland and H. Warren Smith Cemeteries and offering this information online in the future;
- Completed Dog Park improvements;
- Added new deck boards and railing to the Huguenot Park fishing pier;
- Repaired and replaced portions of walkway and rails at Cradle Creek;
- Continued annual tree trimming;
- Reconditioned clay at all athletic playing fields;

Ms. Wilson asked if the City used Florida Inland Navigation District (F.I.N.D.) funds to help build Cradle Creek. Mr. Forbes responded by stating F.I.N.D. funds can only be used for Intracoastal Waterway related projects and did help fund the Cradle Creek Park project.

Tennis Center Division

Ms. Donner reviewed the Tennis Center Division responsibilities, recent accomplishments, performance measures, survey results and budget issues of the division. Discussion ensued regarding the addition of the Facility Manager position and the responsibilities of that position.

Oceanfront Facilities

The City Manager discussed the goals and budget issues for FY2017. Ms. Donner added that public restroom hours were adjusted to better serve the public need.

Carver Center

Mr. Forbes discussed the program goals and performance measures. Mr. Forbes stated the Community Development Block Grant Program does not fund 100% of running the Carver Center. Ms. Hoffman asked about the status of the CDBG capital grant application for the community service building. Ms. Donner stated that the City was not approved for the grant.

Community Center and Exhibition Hall

Mr. Forbes discussed the various events held at the Community Center and the goals of the Center. He noted that in 2015, the Community Center held a total of 158 rental events.

Special Events

Mr. Forbes discussed the funding sources of the special events. It was stated the budget for the City sponsored events had been moved to the Convention Development Fund.

He said the City contributed \$8,000 towards sponsorship of Springing the Blues and security for the surrounding areas of the event.

Mr. Forbes stated that \$40,000 had been set aside to cover possible expenses for 4th of July event should the county decide not to cover the cost of the fireworks.

Golf Course

Mr. Forbes reviewed the division responsibilities, accomplishments, goals and performance measures and survey results. He also made a suggestion of three strategies to bring the golf course to good condition and to pay for the operating costs. The suggestions were as follows:

- Improving soil conditions;
- Set aside funds for redevelopment of the greens in the year-end modification of approximately \$500,000. It is planned to have \$250,000 from the Convention Development Fund and \$250,000 from the Capital Project Reserve Fund to pay for these improvements;
- Revision of rates.

Ms. Hoffman stated the Convention Development Fund had approximately \$176,000 available and asked where the additional funds would come from. Mr. Forbes stated the remaining funds are available in the fund balance. There was much discussion on delaying any rate increase until the course was in better condition, and on how to best redevelop the greens, to build temporary greens or possibly close nine holes.

Mr. Forbes and Mayor Latham thanked everyone for their time and participation.

The Workshop adjourned at 6:15 PM.

Submitted by: Jodilynn Byrd
Administrative Assistant

Approved:



William C. Latham, Mayor

Date: 9/6/16