# City of Jacksonville Beach

## Agenda

## City Council

11 North Third Street
Jacksonville Beach, Florida

| Monday, October 7, 2024 | 6:00 PM | Council Chambers |
|---|---|---|

**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.

**OPENING CEREMONIES: INVOCATION, FOLLOWED BY SALUTE TO THE FLAG**

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF MINUTES**

A. Special City Council Meeting held on September 16, 2024

B. Regular City Council Meeting held on September 16, 2024

**APPROVAL OF THE AGENDA**

**ANNOUNCEMENTS**

**COURTESY OF THE FLOOR TO VISITORS**

**CONSENT AGENDA**

A. Approve the Scope of Work from Weatherproofing Technologies, Inc., d/b/a Tremco, to replace the Cemetery Maintenance Building roof, repair the walls, and waterproof the structure for an amount not to exceed $48,749.11

**MAYOR AND CITY COUNCIL**

**CITY CLERK**

**CITY MANAGER/NEW BUSINESS**

A. Approve/Disapprove Beaches Energy Services 2025 Capital, Operational, and Maintenance Plan and Strategic Rate Design Scope of Services

B. Approve/Disapprove the expanded Scope of Services with BISDigital and additional funding for Council Chambers Audio/Visual Equipment

C. Approve/Disapprove additional funding to repair/replace the Sanitary Sewer manhole and piping in the area of 22nd Street North for an amount not to exceed $719,700.00

D. Approve/Disapprove a one-time extension of membership to Paws Dog Park for eligible members

**RESOLUTIONS**

## ORDINANCES

## ADJOURNMENT

### NOTICE

*In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. 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 or to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience.*

*If you are a person with a disability who needs an accommodation to participate in a meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator by phone 904-712-6297 or submit an Accommodation Request to the ADA Coordinator as far in advance of the meeting as possible; preferably 7 days but no less than 2 business days, before the meeting. If you are hearing or voice impaired, please call Florida Relay at 711 for assistance.*

**Minutes of Special City Council Meeting**
**held Monday, September 16, 2024, at 5:45 P.M.**
**in the Council Chambers, 11 North 3rd Street,**
**Jacksonville Beach, Florida**

**CALL TO ORDER:**
Mayor Hoffman called the meeting to order at 5:45 P.M.

**ROLL CALL:**

| | | | |
|---|---|---|---|
| Mayor: | Christine Hoffman | | |
| Council Members: | Sandy Golding | Bill Horn | Dan Janson |
| | Fernando Meza | Greg Sutton | John Wagner |

Also present were City Manager Mike Staffopoulos, City Attorney David Migut, Chief Financial Officer Ashlie Gossett, and City Clerk Sheri Gosselin.

**PURPOSE OF MEETING:**
The purpose of the meeting was to adopt a Millage Rate and Operating Budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

Mayor Hoffman read the following statement into the record:

"The first item to be discussed is the Millage Rate. The budget for the City of Jacksonville Beach was prepared using a millage rate of $3.9947 mills. The rolled back rate is $3.7595 mills. The proposed millage rate of $3.9947 mills is 6.26% more than the rolled back rate.

The second item to be discussed is the Operating Budget. The Operating Budget for Fiscal Year 2024-2025 is $234,912,679."

**PUBLIC HEARING**
Mayor Hoffman opened the Public Hearing.

No one came before the Council to speak.

Mayor Hoffman closed the public hearing.

**RESOLUTIONS**
**Item A Adopt/Deny Resolution No. 2178-2024 adopting the Millage Rate for Fiscal Year 2024-2025 of $3.9947 mills**

Mayor Hoffman requested the City Clerk read Resolution No. 2178-2024 by title only, whereupon Ms. Gosselin read the following:

> **"A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, TO ADOPT THE FINAL LEVYING OF AD VELOREM TAXES FOR THE CITY OF JACKSONVILLE BEACH, FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; PROVIDING FOR AN EFFECTIVE DATE."**

**Motion**: It was moved by Ms. Golding, seconded by Mr. Janson, to adopt Resolution No. 2178-2024 adopting the Millage Rate for Fiscal Year 2024-2025 of $3.9947 mills.

There was no discussion by the Council.

**Roll call vote**: Ayes – Golding, Horn, Janson, Meza, Sutton, Wagner, Mayor Hoffman
The motion passed unanimously.

**Item B** **Adopt/Deny Resolution No. 2179-2024 adopting the Operating Budget for Fiscal Year 2024-2025 of $234,912,679**

Mayor Hoffman requested the City Clerk read Resolution No. 2179-2024 by title only, whereupon Ms. Gosselin read the following:

**"A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, TO ADOPT THE OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; AND PROVIDING FOR AN EFFECTIVE DATE."**

City Attorney David Migut stated before a vote is taken, in compliance with the state statute, staff would go over the reasons for the proposed increase of the rolled back rate.

Chief Financial Officer Ashlie Gossett reviewed the highlights of the budget.

**Motion**: It was moved by Ms. Golding, seconded by Mr. Janson, to adopt Resolution No. 2179-2024 adopting the Operating Budget for Fiscal Year 2024-2025 of $234,912,679.

There was no discussion by the Council.

**Roll call vote**: Ayes – Horn, Janson, Meza, Sutton, Wagner, Golding, Mayor Hoffman
The motion passed unanimously.

**ADJOURNMENT:**
**Motion:** It was moved by Ms. Golding, seconded by Mr. Janson, to adjourn.

**Voice Vote:** In a voice vote, the motion passed unanimously.

There being no further business, the meeting adjourned at 5:49 P.M.

Submitted by: Sheri Gosselin
City Clerk

Approval:

______________________________
Christine H. Hoffman, MAYOR

Date: __________________________

**Minutes of Regular City Council Meeting**
**held Monday, September 16, 2024 at 6:00 P.M.**
**in the Council Chambers, 11 North 3rd Street,**
**Jacksonville Beach, Florida**



**OPENING CEREMONIES: INVOCATION, FOLLOWED BY SALUTE TO THE FLAG**
Council Member Janson provided the invocation, followed by the Pledge of Allegiance.

**CALL TO ORDER:**
Mayor Hoffman called the meeting to order at 6:00 P.M.

**ROLL CALL:**

| | | | |
|---|---|---|---|
| Mayor: | Christine Hoffman | | |
| Council Members: | Sandy Golding | Bill Horn | Dan Janson |
| | Fernando Meza | Greg Sutton | John Wagner |

Also present were: City Manager Mike Staffopoulos, Deputy City Manager Karen Nelson, City Attorney David Migut, Director of Public Works Dennis Barron, and City Clerk Sheri Gosselin.

**APPROVAL OF MINUTES:**
**Motion:** It was moved by Ms. Golding, seconded by Mr. Janson, and passed unanimously to approve the following minutes:
- Special City Council Meeting held on September 3, 2024
- City Council Meeting held on September 3, 2024
- Council Briefing held on September 9, 2024

**APPROVAL OF THE AGENDA**
**Motion:** It was moved by Ms. Golding, seconded by Mr. Janson, to approve the agenda.

**Voice Vote:** In a voice vote, the motion passed unanimously.

**ANNOUNCEMENTS:**
Council Member Meza mentioned Lynch's Irish Pub would be celebrating its 30th birthday. He noted several businesses were also celebrating significant anniversaries.

Council Member Golding reported attending a Question Persuade Refer (QPR) suicide prevention training sponsored by the City of Neptune Beach. Ms. Golding stated she shared the Here Tomorrow training with the City of Jacksonville Beach Human Resources Director. She also announced a Jacksonville Beach candidate forum hosted by Beaches Watch on September 26, 2024.

Mayor Hoffman congratulated Lynch's Irish Pub on their 30th anniversary and thanked her colleagues for supporting the Beaches Museum's Beach Legends event.

**COURTESY OF THE FLOOR TO VISITORS:** None

**CONSENT AGENDA:**
**Item A Accept the Monthly Financial Reports for the month of August 2024**

**Motion:** It was moved by Ms. Golding, seconded by Mr. Janson, to approve the Consent Agenda.

**Voice Vote:** In a voice vote, the motion passed unanimously.

**MAYOR AND CITY COUNCIL:**
**Item A Certified Municipal Clerk Recognition**

Lee Ann Williams, Florida Association of City Clerk's Northeast District Director, recognized City Clerk Sheri Gosselin for receiving the Certified Municipal Clerk designation.

**CITY CLERK:** None

**CITY MANAGER/NEW BUSINESS:**

**Item A 1. Approve/Disapprove a five-year agreement with APG-Neuros Corporation for a Maintenance Service Plan for the Digester Blowers for the Water Reclamation Facility; and**

**2. Authorize the Mayor and City Manager to execute the final Agreement**

Director of Public Works Dennis Barron provided background.

**Motion:** It was moved by Ms. Golding, seconded by Mr. Janson, to approve a five-year agreement with APG-Neuros Corporation for a Maintenance Service Plan for the Digester Blowers for the Water Reclamation Facility.

**Discussion:** None

**Roll Call Vote:** Ayes – Golding, Horn, Janson, Meza, Sutton, Wagner, and Mayor Hoffman.

The motion passed unanimously.

**Motion:** It was moved by Ms. Golding, seconded by Mr. Janson, to authorize the Mayor and City Manager to execute the final Agreement.

**Discussion:** None

**Roll Call Vote:** Ayes – Horn, Janson, Meza, Sutton, Wagner, Golding, and Mayor Hoffman.

The motion passed unanimously.

**Item B Approve/Disapprove a Construction Administration Services Increase with Dewberry Engineering for the Chlorination Elimination Project for an amount not to exceed $50,000**

Mr. Barron provided background.

**Motion:** It was moved by Ms. Golding, seconded by Mr. Janson, to approve a Construction Administration Services Increase with Dewberry Engineering for the Chlorination Elimination Project for an amount not to exceed $50,000.

**Discussion:** A discussion ensued about the change order.

**Roll Call Vote:** Ayes – Janson, Meza, Sutton, Wagner, Golding, Horn, and Mayor Hoffman.

The motion passed unanimously.

**Item C** **Discuss Investigative Report regarding complaint of Planning Commission Member Justin Lerman**

City Attorney David Migut provided background and summarized the investigative report.

Mayor Hoffman read the following: "This matter is before the Council for Public hearing in consideration pursuant to Section R of the City's Code of Ethics for Public Officials. I will now open the public hearing on this matter."

**Public Hearing:**
The following spoke on the item:

- Justin Lerman [No address provided]
- Eric Brogden [No address provided]
- Debbie McEvoy [No address provided]
- Karen Ingram [No address provided]

Mayor Hoffman closed the public hearing.

**Discussion:** A discussion ensued about the evidence, conduct, standards, and discipline options.

**Motion:** It was moved by Ms. Golding, seconded by Mr. Janson, to issue a verbal reprimand.

**Roll Call Vote:** Ayes – Meza, Sutton, Wagner, Golding, Horn, Janson, and Mayor Hoffman.

The motion passed unanimously.

There was consensus the motion served as the verbal reprimand.

**<u>RESOLUTIONS:</u>**
**Item A** **Adopt/Deny Resolution No. 2177-2024 amending the Position Classification and Pay Plan**

Deputy City Manager Karen Nelson summarized the Resolution added a Construction Project Superintendent for Public Works, and the qualification advancement schedule was updated for identified Public Works, Planning and Development, and Finance positions.

Mayor Hoffman requested the City Clerk read Resolution No. 2177-2024 by title only, whereupon Ms. Gosselin read the following:

> **"A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING ITS POSITION CLASSIFICATION AND PAY PLAN, PROVIDING FOR ADOPTION OF RECITALS, ADOPTION OF THE PLAN, REPEAL OF PRIOR INCONSISTENT RESOLUTIONS, SEVERABILITY, AND AN EFFECTIVE DATE."**

**Motion:** It was moved by Ms. Golding, seconded by Mr. Janson, to adopt Resolution No. 2177-2024 to adopt Resolution No. 2177-2024 amending the Position Classification and Pay Plan.

**Discussion:** A discussion ensued about funding.

**Roll Call Vote:** Ayes – Sutton, Wagner, Golding, Horn, Janson, Meza, and Mayor Hoffman.

The motion passed unanimously.

**ORDINANCES:** None

**ADJOURNMENT:**
**Motion:** It was moved by Ms. Golding, seconded by Mr. Janson, to adjourn.

**Voice Vote:** Ayes – Golding, Horn, Janson, Meza, Sutton, Wagner, and Mayor Hoffman

The motion passed unanimously.

There being no further business, the meeting adjourned at 6:50 P.M.

Submitted by: Sheri Gosselin
City Clerk

Approval:

______________________________
Christine H. Hoffman, MAYOR

Date: ________________________

| CITY COUNCIL AGENDA ITEM | |
|---|---|
| TO: | Michael J. Staffopoulos, City Manager |
| FROM: | Luis Flores, Property and Procurement Officer,<br>through Ashlie Gossett, Chief Financial Officer |
| DATE: | 09/06/2024 |
| SUBJECT: | Scope of Work from Weatherproofing Technologies, Inc., d/b/a Tremco, to Replace the Cemetery Maintenance Building Roof, Repair the Walls, and Waterproof the Structure |

## BACKGROUND

The maintenance building at H. Warren Smith Cemetery was constructed in 1993. Originally used as a sales office and storage facility, the building is now used exclusively to secure the tools and equipment used for regular maintenance and both City cemeteries. The roof of the prefabricated building needs to be replaced, repairs are needed to the structure's metal walls, and the entire structure will be waterproofed.

Pricing for the work was obtained from the competitively awarded roofing building envelop services agreement, AEPA Contract # IFB 21-D, between Waterproofing Technologies, Inc., and the Association of Educational Purchasing Agencies (AEPA). The total cost to replace the roof ($32,558.44) and repair the walls ($16,190.67) is $48,749.11.

## FINANCIAL IMPACT

Funding will be provided by the Cemetery Improvements restricted reserve and the budget in account 001-06-0604-539-62-562000 will be adjusted in the mid-year budget modification.

## REQUESTED ACTION

Approve the Scope of Work from Weatherproofing Technologies, Inc., d/b/a Tremco, to replace the Cemetery Maintenance Building roof, repair the walls, and waterproof the structure for an amount not to exceed $48,749.11

## ATTACHMENTS

1. City of Jax Beach - Cemetery Roof Project - AEPC Cooperative Proposal # 5064421
2. City of Jax Beach - Cemetery Wall Coating Project - AEPA Cooperative Proposal # 5064422



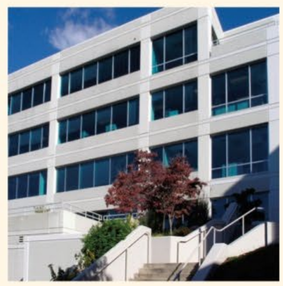
AGENDA ITEM: A.
MEETING DATE: October 7, 2024

**Proposal for:**

# City of Jacksonville Beach

**N St.**
**Jacksonville, FL. 32211**

**Project: Warren Smith Cemetery Roof Project**



Submitted by:

## Weatherproofing Technologies, Incorporated.

3735 Green Road
Beachwood, OH 44122

August 30th, 2024

AEPA Purchasing Agencies

Contract #: IFB #021-D

WTI Proposal: 5064421

Building Life. Managed.

www.tremcoroofing.com

**City of Jacksonville Beach**
**N St.**
**Jacksonville, FL. 32211**

August 30th, 2024

**City of Jacksonville Beach**

**RE: Warren Smith Cemetery Roof Project**

Weatherproofing Technologies, Inc. (WTI), is pleased to submit this proposal for the City of Jacksonville Beach Warren Smith Cemetery Roof Project. Please acknowledge the scope of the work for a detailed description of what is proposed to be performed. We look forward to working with you on this project.

**Warren Smith Cemetery Roof**
**1538 N 2nd Ave. Jacksonville Beach, FL. 32250**

***SCOPE OF WORK:***

1) Check in with customer when on site.
2) Set up safety to OSHA/WTI safety standards.
   a) Techs will be tied off to butterflies while working on the roof.
3) Remove and install new panels (13 sq)
   a) Remove existing panels.
   b) Install new closures if not are present or they are damaged along the eaves.
   c) Lay out new panels and install to the existing structure with #9-15 fasteners at 1.5" long.
   d) Field cut panels to size to ensure a 1.5" overhang over the eave
4) Ridge Cap (approx. 57') - Use butyl tape to ensure seal along the ridge.
   a) Install closures with double sided tape.
   b) Place ridge cap and install with 1/4-14 x 7/8 fasteners.
5) All work-related debris will be removed daily.

***EXCLUSIONS:***

1. No electrical, mechanical, or plumbing costs are included in the lump sum.

***QUALIFICATIONS:***

1. Barricades and signs, along with traffic control protection, will be provided as needed by the contractors.
2. Use of onsite parking for workers assumed during construction.
3. Use of building electric power and water assumed during construction.

## *PROPOSED SCHEDULE & FEES*

### *SCHEDULE*

We will dedicate required manpower/resources to perform our services on a timely and responsive basis. Full-time supervision will be supplied for the basic scope of work, we estimate five (5) days construction time which will be scheduled from receipt of a purchase order.

*__NOTE__: Field work cannot be completed during inclement weather.*

***FEES: City of Jacksonville Beach***

**City of Jacksonville Beach**
**N St.**
**Jacksonville, FL. 32211**

Based on the abbreviated scope of work listed, we propose a total lump sum fee in the amount of:
**(Thirty-Two Thousand Five Hundred Fifty-Eight Dollars and Forty-Four Cents).**

**Pricing: $32,558.44**

We have included in the project costs all labor, materials, equipment, and incidentals to complete the work as outlined in the specifications, including construction management, profit, and overhead.
The lump sum pricing is based on access to certain areas such as parking lots or interior pathways to access roofs. Interior access will also need to be available to reach certain roof sections. A laydown area on-site, if available, would be used to store material and equipment.

In roof areas where mechanical equipment is prevalent, coordination with the owners in-house or mechanical contractor will be required as not to disconnect or shut down any equipment without permission.
This proposal is set forth above in accordance with the terms and conditions of ***AEPA Contract #: IFB #021-D***

This proposal is valid for sixty (60) days and does not include taxes. Owner to provide a tax-exempt certificate.
Services requested beyond the above scope of work shall be considered additional services. If requested, separate or multiple cost opinions shall be prepared at additional cost.

Respectfully,
**WEATHERPROOFING TECHNOLOGIES, INC.**

Ryan McDonald
Construction Manager
Copy: Jason Moore

**APPROVED BY:**

**Owner:**

Signature: ______________________

Print Name:_____________________

Date:___________________________

*This proposal is an offer by WTI to provide the scope of work set forth above to the customer on the Terms and Conditions set forth herein and in* ***AEPA Contract #: IFB #021-D terms*** *and conditions, which are hereby incorporated by reference (together, the "Terms and Conditions"). The Terms and Conditions will govern the work to the exclusion of any other or different terms, including in any customer purchase order, unless otherwise expressly agreed in writing pursuant to a Master Agreement or similar contract with customer signed by an authorized representative of WTI. We appreciate the opportunity of being considered for these services. Should you have any questions about our proposal, please let us know.*

Effective 01/01/2024

Valid for 60 days. After that time, project conditions are subject to reassessment.

**WEATHERPROOFING TECHNOLOGIES, INC. LINE ITEM PRICING** Contract #: IFB #021-D

**CITY OF JACKSONVILLE BEACH**
**1538 2ND AVE N**
**JACKSONVILLE BEACH, FL 32250**

**H. WARRNE SMITH CEMETERY ROOF PROJECT**

**QUOTE # 5064421**
**DATE: 8/29/2024**

| Bid Item Number | Description of Cost Factors | Unit of Measure | Price | Quantity | Project Amount |
|---|---|---|---|---|---|
| **533** | Installer | Hour | $ 152.67 | 144 | **$ 21,984.48** |
| **396** | Difficult access or fall restriction; surcharge | % | 15% | $ 21,984.48 | **$ 3,297.67** |
| **876453 309** | TREMSEAL PRO LIMESTONE - 30 CTG/CS | CS | $ 405.29 | 1 | $ 405.29 |
| **TREMLOCK** | TREMLOCK ORDER-R PANEL PACKAGE | EA | $ 5,445.00 | 1 | $ 5,445.00 |
| **400** | Additional and occasional services Roofing supplies Discount off Retail Price List | % | 13.4% | | **$ 5,850.29** |
| **523** | Building/Construction Manager | Hour | $ 178.25 | 8 | **$ 1,426.00** |
| **FREIGHT PREPAID & ADD:** | | | | | **N/A** |
| | | | | **TOTAL PROJECT COST** | **$ 32,558.44** |

* The pricing contained in this proposal is based in part on individual site-specific conditions and unique circumstances presented on each individual project, where applicable.

*** Multiple proposals may not be combined into one Purchase Order or Contract due to Prevailing Wage Laws.**
**Separate Purchase Orders or Contracts will need to be issued for each Line Item Proposal.**

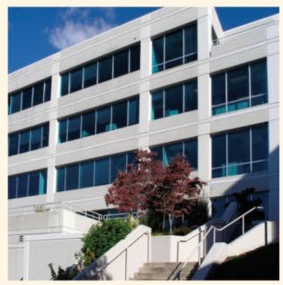
**Proposal for:**

# City of Jacksonville Beach

**N St.**
**Jacksonville, FL. 32211**

**Project: Warren Smith Cemetery Wall Coating**






Submitted by:

## Weatherproofing Technologies, Incorporated.

3735 Green Road
Beachwood, OH 44122

August 30th, 2024

AEPA Purchasing Agencies

Contract #: IFB #021-D

WTI Proposal: 5064422

**City of Jacksonville Beach**

**RE: Warren Smith Cemetery Wall Coating**

Weatherproofing Technologies, Inc. (WTI), is pleased to submit this proposal for the City of Jacksonville Beach Warren Smith Cemetery Roof Project. Please acknowledge the scope of the work for a detailed description of what is proposed to be performed. We look forward to working with you on this project.

**Warren Smith Cemetery Roof**
**1538 N 2nd Ave. Jacksonville Beach, FL. 32250**

***SCOPE OF WORK:***

1) Check in with customer on a daily basis.
2) Set up site to OSHA/WTI safety standards

   a) Set up cones to the outside of the area
3) Pressure Wash (approx. 16 sq)
   a) During this phase customer must provide adequate water source.
   b) Customer must trim back all vegetation growing against the building.
4) Metal Repairs
   a) 2 holes in the build to repair with metal sheet to match. And seal around with Tremseal Pro.
   b) Replace rusted out screws (100 approx.)
5) Spray doors (1 roll up and 2 standard doors)
   a) Tape off all trim to ensure remains the same color.
   b) Spray with 2 coats of Solar Gard Acrythane at .5 gal/sq.
6) Spray Building (16 sq)
   a) Tape off all trim to ensure maintains the color.
   b) Spray Solar Gard Hy-Build at 2 gal/sq
   c) Touch up if needed once cured.
7) Clean-up site daily of any trash and debris.
8) Check out with customer when leaving the site.

***EXCLUSIONS:***

1. No electrical, mechanical, or plumbing costs are included in the lump sum.

***QUALIFICATIONS:***

1. Barricades and signs, along with traffic control protection, will be provided as needed by the contractors.
2. Use of onsite parking for workers assumed during construction.
3. Use of building electric power and water assumed during construction.

## *PROPOSED SCHEDULE & FEES*

### *SCHEDULE*

We will dedicate required manpower/resources to perform our services on a timely and responsive basis. Full-time supervision will be supplied for the basic scope of work, we estimate five (5) days construction time which will be scheduled from receipt of a purchase order.

*__NOTE__: Field work cannot be completed during inclement weather.*

***FEES: City of Jacksonville Beach***

Based on the abbreviated scope of work listed, we propose a total lump sum fee in the amount of:
**(Sixteen Thousand One Hundred Ninety Dollars and Sixty-Seven Cents).**

**Pricing: $16,190.67**

We have included in the project costs all labor, materials, equipment, and incidentals to complete the work as outlined in the specifications, including construction management, profit, and overhead.
The lump sum pricing is based on access to certain areas such as parking lots or interior pathways to access roofs. Interior access will also need to be available to reach certain roof sections. A laydown area on-site, if available, would be used to store material and equipment.

In roof areas where mechanical equipment is prevalent, coordination with the owners in-house or mechanical contractor will be required as not to disconnect or shut down any equipment without permission.
This proposal is set forth above in accordance with the terms and conditions of ***__AEPA Contract #: IFB #021-D__***

This proposal is valid for sixty (60) days and does not include taxes. Owner to provide a tax-exempt certificate.

Services requested beyond the above scope of work shall be considered additional services. If requested, separate or multiple cost opinions shall be prepared at additional cost.

Respectfully,
**WEATHERPROOFING TECHNOLOGIES, INC.**

Ryan McDonald
Construction Manager
Copy: Jason Moore

**APPROVED BY:**

**Owner:**

Signature: ______________________

Print Name:_____________________

Date:___________________________

*This proposal is an offer by WTI to provide the scope of work set forth above to the customer on the Terms and Conditions set forth herein and in* ***AEPA Contract #: IFB #021-D terms*** *and conditions, which are hereby incorporated by reference (together, the "Terms and Conditions"). The Terms and Conditions will govern the work to the exclusion of any other or different terms, including in any customer purchase order, unless otherwise expressly agreed in writing pursuant to a Master Agreement or similar contract with customer signed by an authorized representative of WTI. We appreciate the opportunity of being considered for these services. Should you have any questions about our proposal, please let us know.*

Effective 01/01/2024

Valid for 60 days. After that time, project conditions are subject to reassessment.

**WEATHERPROOFING TECHNOLOGIES, INC. LINE ITEM PRICING** Contract #: IFB #021-D

**CITY OF JACKSONVILLE BEACH**
**NORTH STREET**
**JACKSONVILLE BEACH, FL 32250**

**H. WARREN SMITH CEMETERY WALL COATING**

**QUOTE # 5064422**
**DATE: 8/29/2024**

| Bid Item Number | Description of Cost Factors | Unit of Measure | Price | Quantity | Project Amount |
|---|---|---|---|---|---|
| **533** | Installer | Hour | $ 152.67 | 80 | **$ 12,213.60** |
| **1512309205P** | SOLARGARD H.B. SCC OYSTER SHELL 5 GL | EA | $ 336.87 | 7 | $ 2,358.09 |
| **1410309205P** | SG ACRYTHANE SCC OYSTER SHELL 5 GL | EA | $ 678.94 | 1 | $ 678.94 |
| **876450 309** | TREMSEAL PRO WHITE - 30 CTG/CS | CS | 405.29 | 1 | 405.29 |
| **400** | Additional and occasional services Roofing supplies Discount off Retail Price List | % | 13.4% | | **$ 3,442.32** |
| **523** | Building/Construction Manager | Hour | $ 178.25 | 3 | **$ 534.75** |
| **FREIGHT PREPAID & ADD:** | | | | | N/A |
| | | | | **TOTAL PROJECT COST** | **$ 16,190.67** |

* The pricing contained in this proposal is based in part on individual site-specific conditions and unique circumstances presented on each individual project, where applicable.

*** Multiple proposals may not be combined into one Purchase Order or Contract due to Prevailing Wage Laws.**
**Separate Purchase Orders or Contracts will need to be issued for each Line Item Proposal.**

| CITY COUNCIL AGENDA ITEM | |
|---|---|
| TO: | Mike Staffopoulos, City Manager |
| FROM: | Allen Putnam, Director Beaches Energy |
| DATE: | 08/28/2024 |
| SUBJECT: | Beaches Energy Services 2025 Capital, Operational, and Maintenance Plan and Strategic Rate Design Scope of Services |

BACKGROUND

Beaches Energy Services (BES) has requested support from the Florida Municipal Power Agency (FMPA) for the development of a detailed capital, operational, and maintenance (COM) plan, covering a ten-year planning horizon (currently expected to include 2025-2034). The plan will leverage and build upon the most recent operational business plan developed in collaboration with FMPA and an outside consultant previously completed in September 2021 (2021 Plan). The 2021 Plan was based on priorities for the electric system that would enable BES to thrive over a five-year horizon while continuing to provide low-cost and reliable power to customers. The plan reflected significant work among a team that represented a range of perspectives, with considerable support from BES and Finance staff to develop the accompanying cost-of-service financial model. As of the 2021 Plan, the financial modeling results showed that BES is in a strong financial position that can empower the organization to take action to implement the highest priority plan elements while balancing needed investments with continued affordability.

As noted in the requested Scope of Services (Attachment A), the COM plan to be prepared in this project envisions an expanded level of detailed technical work to support a comprehensive understanding of costs over the planning horizon along key priority areas consistent with the general framing of the 2021 Plan. Consequently, the primary objective of this follow-up project is to develop a robust forecast of BES' projected capital needs as well as long-term operation and maintenance (O&M) costs, along with an updated projection of long-term bulk power costs and all other retail power delivery expenses.

While it is assumed herein that the overarching priorities determined in the 2021 Plan will be preserved, the update effort will be phased in nature and will reflect a fresh independent review of capital spend priorities, value propositions, and comparisons to general industry trends/customer expectations, such that as COM needs are examined, schedules of cost expectations along key cost categories can be developed to ensure priority order and importantly, strategic alignment on the timing associated with expected expenditures that would then flow into revenue requirements over the study horizon.

In addition to a detailed technical evaluation and financial projection of COM requirements, among other expenses, BES would like to revise and review the long-term cost of service for power delivery to design rates strategically to achieve a variety of objectives that will be fully defined within the bounds of the updated study. As with any capital-intensive industry, it is expected that BES' revenue requirements will be "lumpy" in nature as capital is deployed, and consequently, the rate design over the planning horizon must work to smooth out customer impacts while ensuring revenue sufficiency, competitiveness, and alignment with the principles of cost causation intrinsic to the rate structure.

The scope of services consists of six distinct tasks:

Task 1 – Kickoff Meeting

Task 2 – Model Refinement

Task 3 – COM Development

Task 4 – Cost of Service Model / Scenarios (up to 5 Scenarios}

Task 5 – Results Review Session

Task 6 – Slide Deck and Presentation

* Includes up to three (3) in-person and one (1) virtual presentation to the City Council.

FINANCIAL IMPACT

The total cost for the scope of services is $170,000; $50,000 for financial models and $120,000 for COM development. Funding for this project has been included in the FY2025, so no budget adjustment is required.

REQUESTED ACTION

Approve/Disapprove Beaches Energy Services 2025 Capital, Operational, and Maintenance Plan and Strategic Rate Design Scope of Services

ATTACHMENTS

1. BES 2025 COM Plan Letter Agreement_v3_20250828
2. FMPA - Beaches Energy - COM Plan and Strategic Rate Design - Scope of Services - 8-28-2024
3. Beaches Energy Operational Business Plan_ES_20210923_v2 (4)

FMPA MUNICIPAL POWER

**Jacob A. Williams**
General Manager and CEO

October 7, 2024

Allen Putnam
Director
Beaches Energy Services
11 N. 3rd Street
Jacksonville Beach, FL 32250

**RE: 2025 Capital, Operational, and Maintenance Plan and Strategic Rate Design**

Dear Allen:

This letter will confirm the agreement between the Florida Municipal Power Agency ("FMPA") and Beaches Energy Services ("BES") to facilitate the provision of services related to the development of BES' Capital, Operational, and Maintenance ("COM") plan and associated strategic rate design.

FMPA has previously entered into a Master Services Agreement between FMPA and GDS Associates, Inc. ("GDS") dated as of September 22, 2017 (the "MSA"). BES desires FMPA to engage GDS pursuant to the MSA in order to assist BES with the development of the COM Plan and Strategic Rate Design. FMPA has therefore made such arrangements with GDS.

FMPA and BES have established a scope of work with GDS which includes specific services and deliverables expected of GDS, as well as estimated time commitments from FMPA staff and GDS. A copy of the scope of work has been provided to BES. FMPA staff will, with input and guidance from BES, direct and oversee GDS' services and deliverables pursuant to this scope of work. However, BES is responsible for reviewing and implementing, in its sole discretion, any deliverables, services or recommendations of GDS. FMPA shall not be liable, and BES agrees to hold FMPA harmless, from any damage to BES' system or harm to BES or any third parties, that result from BES' use or reliance on any such deliverables, services or recommendations.

The FMPA Board of Directors has adopted "Guidelines for Development of Member Services," which provides for allocation of FMPA staff time costs to an individual member in the event that significant staff time is expected to be provided to such individual member (the "Guidelines"). Consistent with current policy, which excludes staff in the Member Services group, 80 hours of staff project time can be provided as a Member Service. FMPA's good faith estimate of hours for support of this effort, which is based on significant engagement by Member Services in support of the first phase of work, falls below this threshold. Therefore, there will be no additional FMPA charges associated with this work effort.

GDS shall invoice FMPA on a time and materials basis, with an estimated total project cost of $170,000. FMPA will provide a copy of each GDS invoice for BES's review. BES must promptly notify FMPA of any disputed amounts so that FMPA may, in turn, dispute such amount with GDS. FMPA will pay the GDS invoices directly to GDS in accordance with the terms of the MSA, and issue an invoice to BES for a like amount. BES hereby agrees to pay the invoice from FMPA within 30 days of receipt.

To acknowledge your agreement with the terms of this letter, please sign below as indicated in the signature block and return one fully executed letter to me.

Sincerely,

Jacob Williams
General Manager and CEO

ACCEPTED AND AGREED:
Beaches Energy Services

Name – Title

Date

Additional Signatory

# Beaches Energy Services
# 2025 Capital, Operational, and Maintenance Plan and Strategic Rate Design
# Scope of Services

October 7, 2024

## PROJECT UNDERSTANDING

Beaches Energy Services ("Beaches") has requested support from FMPA for development of a detailed capital, operational, and maintenance ("COM") plan, covering a ten-year planning horizon (currently expected to include 2025-2034). The plan will leverage and build upon the most recent prior operational business plan developed in collaboration with FMPA and an outside consultant that was completed in September 2021 (the "2021 Plan"). The 2021 Plan was based on priorities for the electric system that would enable Beaches to thrive over a five-year horizon while continuing to provide low cost and reliable power to customers. The plan reflected significant work amongst a cohesive team that represented a range of perspectives, and significant support from Beaches Energy and City staff to develop the accompanying cost of service financial model. As of the 2021 Plan, the financial modeling results showed that Beaches Energy is in a strong financial position that can empower the organization to take action to implement the highest priority plan elements while balancing needed investments with continued affordability.

As noted by Beaches in the attached Attachment A ("Requested Scope of Services"), the COM plan to be prepared in this project envisions an expanded level of detailed technical work to support a comprehensive understanding of costs over the planning horizon along key priority areas consistent with the general framing of the 2021 Plan. Consequently, the primary objective of this follow-up project is to develop a robust forecast of Beaches' projected capital needs as well as long term operation and maintenance ("O&M") costs, along with an updated projection of long-term bulk power costs and all other retail power delivery expenses. While it is assumed herein that the overarching priorities determined in the 2021 Plan will be preserved, the update effort will be phased in nature and will reflect a fresh independent review of capital spend priorities, value propositions, and comparisons to general industry trends/customer expectations, such that as capital and O&M needs are examined, schedules of cost expectations along key cost categories can be developed to ensure priority order and importantly, strategic alignment on the timing associated with expected expenditures that would then flow into revenue requirements over the study horizon.

In addition to a detailed technical evaluation and financial projection of capital and O&M requirements, among other expenses, Beaches would like to revise and review their long-term cost of service for power delivery in light of a desire to design rates strategically to achieve a variety of objectives that will be fully defined within the bounds of the updated study. As with any capital-intensive industry, it is expected that Beaches' revenue requirements will be "lumpy" in nature as capital is deployed, and consequently, the rate design over the planning horizon must work to smooth out customer impacts while ensuring revenue sufficiency, competitiveness, and alignment with the principles of cost causation intrinsic to the rate structure.

## PROJECT APPROACH

FMPA's proposed approach is intended to deliver on Beaches' request by leveraging FMPA's staff and expertise to lead project facilitation and delivery of certain key data items, as well as to support our consultant ("GDS" or "the consultant") with development of a final PowerPoint presentation that tells the COM plan story and presents resulting rate structure outcomes.

To balance resources, costs and effectiveness, FMPA proposes a 2-phased project approach. Phase 1 of the effort will focus on in-depth engineering and planning support commensurate with Beaches' Requested Scope of Services as appended (Attachment A), wherein GDS will combine distribution system modeling, onsite visits, engineering estimation, and engagement with Beaches' staff to develop a robust ten-year COM plan that aligns with the categories and work areas defined by Beaches in the Requested Scope of Services. This effort will culminate in a COM plan and associated spreadsheet pro-forma that is sufficiently rigorous to support the downstream development of Beaches' ten-year revenue requirements and reflects in-depth discussions regarding business priorities of capital expenditures, value propositions and industry/customer benchmarks.

Phase 2 of the effort will focus on GDS' development of a ten-year cost-of-service model that will be the basis to estimate the financial implications of the COM plan. FMPA will support the consultant with provision of a revised long term bulk power cost and load forecast, along with support with retail rate strategy and scenario development.

The proposed scope of services, as described below, assumes that: 1) Beaches will be amenable to funding the participation of the consultant via our existing RFQ master services agreement, such that Beaches will pay for the consultant through a pass-through cost from FMPA's continuing service agreement with the consultant, and FMPA staff will work with Beaches to manage the consultant's scope, 2) Beaches will provide the project team any available data, as requested, and be available to support the onsite engineering effort, and 3) FMPA will support Beaches throughout the process to ensure the consultant delivers on scope elements on time and within budget across both phases.

## SCOPE OF SERVICES – Phase 1 COM Plan Development

### Task 1: Kickoff Meeting

Two FMPA team members will travel to Beaches for an approximately half-day kickoff meeting with the consultant. Ahead of the kickoff meeting, which is anticipated to occur just after the start of fiscal year 2025, we will work with the consultant to provide a data request focused on Beaches' most recent/existing budgets and other key data types, including desired formats required for the project, as available.

The purpose of the kickoff meeting will be to accomplish the following goals:

- Introduce the Phase 1 project team

- Review Beaches' responses to the Phase 1 data request as described above
- Plan out the onsite engineering support framework to accommodate all aspects of the Requested Scope of Services
- As an optional task, travel to key sites within the Beaches' system as a preliminary precursor to more detailed engineering review

At the conclusion of the kickoff meeting, the team will relay notes to Beaches on key resolutions via email.

Deliverables:

- Participation by two FMPA staff members along with the consultant in half-day kickoff meeting (FMPA/Consultant)
- Data request (ahead of kickoff meeting) (FMPA/Consultant)
- Data request responses (Beaches)
- Email-based meeting notes and key resolutions (FMPA/Consultant)

### Task 2: Refinement of Milsoft Model for Capital Planning

GDS will work with Beaches to modify and/or refine their existing model. The model will be benchmarked to current peak loading using recorded operational data from the Supervisory Control & Data Acquisition (SCADA) system or any downline devices. This scope of work is limited to $6,000 which is approximately 32 hours for an engineer to work on the model. If more effort is required to make the model useful for planning, GDS will notify Beaches prior to expending any additional effort. Based on an initial review of modeling materials provided by Beaches to GDS in advance of the start of the project, the budget allotted can support modifications and minor corrections required, which will be shared with Beaches as they are effectuated in the model.

Deliverables:

- Refined Milsoft Model (GDS)

### Task 3: COM Development

GDS will develop ten-year load projections by substation based on historical data. The loading data will be impressed in the Milsoft model to determine compliance with a set of industry standard planning criteria for voltage and capacity. This 10-year model will help to prioritize system upgrades and provide for an orderly upgrade of distribution components.

GDS understands the desire of Beaches to improve system reliability. Therefore, GDS staff will meet with Beaches to review aging infrastructure, and areas for possible undergrounding**.** Projects will be proposed and ultimately selected based on impact to system reliability.

Capital improvement projects will be prioritized initially by compliance with the planning criteria for delivery of adequate service. The priority for other projects will be reliability-based with a focus on aging infrastructure and current limitations for reliable service, as well as alignment with industry benchmarks, customer expectations, and discussions amongst the planning team relative to the value proposition of a given capital project in light of likely rate impacts.

A ten-year budget in a format acceptable to Beaches will be prepared. GDS will leverage its extensive database of construction costs to help ensure reasonably accurate construction estimates. The budget modeling will reflect discussions regarding the plan of finance for any significant capital efforts that may require debt issuance or reliance on unrestricted reserves as distinguished from funding through base rates over some period of time.

For substations, GDS will interview key stakeholders and provide on-site review. Data to be collected includes updated one-line diagrams, component type/model with age and condition including relays and control house, visual review of bus work, and site. These steps will allow GDS to develop a priority of budgets for component upgrades within the substations. The reliability-based priorities for substation projects will be in consultation with Beaches key personnel.

GDS will also review existing transmission planning studies (i.e., FMPA's annual study for Beaches) or leverage publicly available baseline models to determine the approximate amount, if any, of transmission system upgrades or investments that may be needed over the planning horizon. On-site patrol of certain sections of transmission line will be included to help define budgets for aging infrastructure.

GDS will analyze existing O&M expenditures by key category (substation, transmission, distribution, equipment, etc.). Based on this analysis, coupled with recommendations to improve O&M programs, GDS will develop 10-year budgets.

Budgeting for communication network expansion, distribution automation, and regulatory compliance are assumed to be provided by Beaches to round out the pro forma of costs. As noted above, for major technological items, the team will discuss various factors that drive prioritization of spend, which will inform the budget.

At the conclusion of Task 3, GDS will deliver a ten-year annual pro forma of expected capital plan elements by category type as well as a suggested forecast of long term O&M costs by retail power delivery category. The consultant will then work with Beaches to review and refine the forecast and finalize Phase 1 inputs. Our budget also includes time and effort on the part of the consultant to support FMPA and Beaches with communication of plan outcomes in Phase 2. As noted in Attachment A, GDS will also support COM related project descriptions as required by the City in their preferred format in alignment with the outline in the Requested Scope of Services.

Deliverables:

- Budgeted construction costs in the range of plus or minus 15% (GDS)

- Ten-Year Pro-Forma for all COM Elements as outlined in the Requested Scope of Services (GDS)
- All required COM descriptions and write-ups in City-driven format as described in the Requested Scope of Services (GDS)
- Communication of plan outcomes support for Phase 2 (GDS/FMPA)

## SCOPE OF SERVICES – Phase 2 (Strategic Rate Design)

### Task 4: Cost of Service Model and Plan Scenarios

FMPA will work with GDS to develop a cost-of-service model for Beaches over a ten-year planning horizon that incorporates the COM plan elements.

GDS has developed pre-existing financial planning templates that can be adapted for use with Beaches. FMPA will support additional data collection and delivery to GDS. It is anticipated that the following key data items will be required for the financial model in addition to the Phase 1 results:

- Existing retail tariffs
- Prior two years' fiscal budgets by key cost center
- Retail load forecast (FMPA can provide)
- Projected wholesale power costs (FMPA can provide)

Developing a cost of service model in this fashion will allow for an understanding of future revenue requirements with the completed Phase 1 COM incorporated. This is the "baseline" relative to which the financial tractability of COM plan elements from Phase 1 will be evaluated. At the conclusion of Task 4, FMPA and Beaches will collaborate with the consultant to specify <u>up to five alternative combinations of COM plan elements</u> that will be captured in the model to determine rate impacts. The iterative nature of this effort allows for adjustments to the base COM plan or other variables (e.g. bulk power costs, O&M escalations) that allow for a range of outcomes in terms of revenue requirements and resulting retail rate impacts.

FMPA assumes that in addition to revenue requirements, the cost of service evaluation will include cost functionalization, an unbundled cost of service result by retail rate class, as well as resultant changes in revenue requirements under baseline and alternative scenario conditions that take into account Beaches' strategic rate structure objectives and desire to maintain reserves. The extent to which the increased revenue requirements are translated into rate design and associated strategic rate design objectives will be addressed in collaboration with Beaches in the context of a given scenario. Cost comparisons relative to both Beaches' retail rates today and to prevailing neighboring rates will be provided as applicable in the context of the completed COM, with iterative reviews as required to adjust or align COM cash requirements and priorities with the need to maintain overall retail rate competitiveness. Additionally, per Beaches request, GDS will collaborate with the Finance Department to develop a new Excel spreadsheet to track the monthly over/under recovery of power costs and project the impact of future adjustments.

As required and in alignment with Florida Public Service Commission requirements and Beaches' own process for effectuating rate changes, FMPA and the consultant will support rate filings, as deemed necessary by Beaches at the conclusion of work efforts.

Deliverables:

- Ten-Year Horizon Cost of Service Model (GDS)
- Up to five Alternative Combinations of COM Plan Elements (scenario definitions) (GDS)
- Excel tool to track over/under recovery of power costs (GDS)
- Rate Filing support at the conclusion of work efforts (as needed) (FMPA/GDS)

### Task 5: Results Review Session and Web-Exchange

FMPA will work with GDS to arrange a results review session. The session will summarize the ten-year cost of service projection, as well as the incremental impact on revenue requirements associated with each of the scenarios defined in Task 4. The sequencing of COM plan investments and the amount of plan elements (e.g. capital projects) that can be achieved within a given tolerance for rate increases will be communicated. <u>This scope assumes that GDS will evaluate up to five alternative COM plan scenarios</u>. The model in Task 4 can be leveraged in future efforts by Beaches to update assumptions as time moves forward and to include additional COM plan elements should tolerances for rate changes or other key assumptions (e.g., fuel prices) evolve. It is FMPA's expectation that at the conclusion of the session and web-exchange, which would occur at FMPA's Orlando offices and virtually, Beaches will direct the FMPA team on final COM plan elements to feed into the Task 5 deliverable. FMPA will relay the resolutions of the Task 5 meeting to the team via an email summary.

Deliverables:

- Web-exchange participation by FMPA and GDS
- Web-exchange slide deck materials (FMPA/GDS)
- Email summary of Task 5 take-aways (FMPA/GDS)

### Task 6: Final COM Plan Slide Deck and Presentation Support

FMPA will work with GDS to develop a draft and final slide deck reflective of the COM plan results.

Additionally, as requested by Beaches, FMPA and/or GDS can be present at up to 3 in person stakeholder meetings (and 1 virtual stakeholder meeting) to support communication of the COM plan to external parties as required to support the rate restructuring that accompanies the final COM plan. We contemplate leveraging the GDS PowerPoint template for preparation of the final results.

Deliverables:

- Draft and Final COM plan slide deck (up to 3 iterations of review) (GDS/FMPA)
- Participation by FMPA and/or GDS at up to 4 stakeholder meetings (1 virtual) (GDS/FMPA)

## SCHEDULE

FMPA and Beaches will collaborate with GDS on the desired schedule for project completion. Task 6 materials will be prepared across the entire project to avoid surprises relative to the content of the final deliverable (i.e. slide structure will be developed in advance that will then be finalized by fusing in financial results and additional exhibits). Additionally, we expect certain aspects of Phase 1 to be executed in parallel with model building for Phase 2 to help expedite the project execution schedule. It is our understanding that at various points throughout the project, certain subsets of the Beaches project team may have availability constraints (e.g. December and January of FY '25 for financial experts). Consequently, GDS will focus efforts to engage subsets of project team members accordingly and work in parallel on certain tasks to minimize overall staff burden wherever possible.

## COST ESTIMATE

**Task 1 – Kickoff Meeting**

| | |
|---|---|
| GDS to meet on site | $ 8,000 |

**Task 2 – Model Refinement**

| | |
|---|---|
| Estimated Budget | $ 6,000 |

**Task 3 – COM Development**

| | |
|---|---|
| CIP for transmission | |
| Substation & Distribution | $ 75,000 |
| Develop Report | $ 8,000 |
| Task Subtotal | $ 83,000 |

**Task 4 – Cost of Service Model / Scenarios**

| | |
|---|---|
| Model / Up to 5 Scenarios | $ 50,000 |

**Task 5 – Results Review Session**

| | |
|---|---|
| Virtual Session | $ 3,000 |

**Task 6 – Slide Deck and Presentation**

| | |
|---|---|
| PowerPoint / Up to 4 Mtgs.* | $ 20,000 |
| **Total** | **$170,000** |

**$50,000 – Financial Models**
**$120,000 – COM Development**
*** Three in-person and one virtual presentation to City Council.**

**ATTACHMENT A**
**City of Jacksonville Beach, d.b.a. Beaches Energy Services**
**Requested Scope of Services**
**October 7, 2024**

## Executive Summary

Beaches Energy Services (BES) has requested support along two fronts:

1. Development of a detailed capital, operational, and maintenance (COM) plan covering a window of ten years (2025-2034); and
2. Development of a new rate structure to support the COM plan for the ten-year window

## Background

BES seeks to develop a COM plan for its major operations, detailing work efforts covering a ten-year window (2025-2034). In 2021, a Strategic Plan was developed for BES with the support of 1898. While the Strategic Plan established priorities for BES, it did not delve into the details necessary to identify a comprehensive and long-term COM plan for BES. *Example:* the Strategic Plan prioritizes "Substation Fortification." The ten-year projection provided by BES for this priority was not grounded in any detailed assessment or data analysis, but based on previous expenditures and assumptions. BES does not have resource availability and industry expertise to:

- Inspect and inventory each substation
- Identify substation improvements needing to be performed, based on existing conditions, best practices, or manufacturer's recommendations.
- Develop the appropriate capital improvement project(s) for each work effort
- Prioritize each capital improvement project(s) based on criticality and other recommended criteria
- Place accurately scoped and fleshed-out projects into the five-year CIP plan and/or annual budget

BES also seeks a rate restructure to support the COM plan over the 10-year window. The COM plan will be the foundation for the rate restructure. If the COM plan lacks detail on project scopes or improperly prioritizes work sequence, it could lead to system failures or insufficient funds.

## Deliverables

BES is seeking two discrete deliverables associated with the project:

1. COM Plan
    a. The Plan will address key sections, as identified in the Strategic Plan:
        i. Distribution System
        ii. Transmission System
        iii. Substations
    b. Each Section will contain a Subsection on:
        i. Capital projects

1. Individual capital projects will be in a format provided by the City of Jacksonville Beach for inclusion into the five-year CIP and annual budget document (one page per project)
2. Some Capital projects will be groupings of work, linked by either similarity in type of work, or location (i.e., substation specific)
3. Capital projects will be prioritized over the ten-year window based on:
    a. Regulatory requirements
    b. Results of inspections (imminent failure/criticality, manufacturer's recommendations)
    c. Scheduled/projected end of useful life
4. Capital projects for the ten-year window should be summarized in a master spreadsheet covering the ten-year window, with project description, year(s) of the project, and estimated costs with projected escalators

ii. Operations

1. Operational expenses should focus on defining the recurring costs necessary to operate BES on a daily basis.
2. Expenses should take into account:
    a. Personnel, and the possibility of increases in staffing
    b. Annual operating budget
    c. Fuel and utility costs
3. Operation expenses for the ten-year window should be summarized in a master spreadsheet covering the window, with annual projected escalators

iii. Maintenance

1. Evaluate what current maintenance activities are being performed, and what maintenance activities should be implemented. Maintenance is performed to maximize the useful life of equipment and identify end-of-life issues. Maintenance may consist of:
    a. Visual inspection,
    b. Testing (in-house or third party)
    c. Preventative maintenance schedules for major equipment.
    d. Activity-based maintenance criteria
2. Maintenance activities for the ten-year window should be summarized in a master spreadsheet covering this time frame, with maintenance description, time frames and/or frequency, and estimated costs.

2. Rate Restructure
    a. A rate restructure will be scoped and performed at the conclusion of COM plan development
    b. The rate restructure is considered a separate/independent project from the COM plan
    c. The rate restructure should:
        i. Incorporate best practices
        ii. Cover financial impacts of the COM plan
        iii. Maintain fund balance/reserves throughout the 10-year window

September 22, 2021

Mr. Allen A. Putnam
Director of Beaches Energy Services
11 3rd St. N
Jacksonville Beach, FL 32250

Re: Executive Summary – Beaches Energy Services Operational Business Plan

Dear Allen:

Enclosed, please find the Executive Summary memo which provides an overview of the Beaches Energy Services ("Beaches Energy") planning process, prioritized operational business plan outcomes, and financial findings related to plan implementation as led by 1898 & Co.SM*, a division of Burns & McDonnell ("1898 & Co."). The Operational Business Plan is based on priorities for the electric system that will enable Beaches Energy to thrive over a five-year horizon while continuing to provide low cost, clean, reliable power to customers. The plan reflects significant work amongst a cohesive team that represented a broad range of perspectives, and significant support from Beaches Energy and City staff to develop the 1898 & Co. financial model. As detailed below, 1898 & Co.'s analysis shows that Beaches Energy is in a strong financial position that can empower the organization to take action to implement the highest priority plan elements while balancing needed investments with continued affordability.

## PLANNING PROCESS OVERVIEW

### *To Ensure Beaches Energy Thrives for Years to Come, Beaches Energy Needs an Operational Business Plan*

Beaches Energy has partnered with key stakeholders within the City of Jacksonville Beach and 1898 & Co. to develop an Operational Business Plan. The plan is based on priorities for the electric system that will enable Beaches Energy to thrive over a five-year horizon while continuing to provide low cost, clean, reliable power to customers. 1898 & Co. also looked at a 10-year horizon to develop a high-level roadmap to revisit as time goes on. The planning process resulted in a robust proposed 5-year capital plan ("Baseline") over the fiscal year ("FY") 2022-2026 period, with some supportive scenarios that capture additional recommended business expenditures.

### *The Team Prioritized Needs and Compared Them to What Beaches Energy Can Afford*

The planning process compared operational needs with priority level and estimated the added expense of plan elements over and above day-to-day business costs. This allows for a proactive approach to capital projects, maintenance, staffing, and technology decisions while ensuring the electric utility is financially sustainable. Mapping out the financial implications of the plan allows Beaches Energy to manage cash reserves efficiently if needed to support critical plan elements while avoiding negative outcomes for customers such as storm surcharges and big swings in power cost adjustments.

## OPERATIONAL PRIORITIES

Beaches Energy and the City worked extensively on a list of operational priorities. Below is a synopsis of each priority:

- System Reliability is crucial to long-term sustainability. Customers expect the lights to be on. To do that reliably, investments must be made to ensure the power delivery infrastructure is maintained at a high standard.

- Workforce Needs & Retention is all about hiring and retaining the right people to advance the business. As operational needs become more complex, prudent planning is required to support human capital investments to maintain a high standard of performance that also provides growth opportunities.

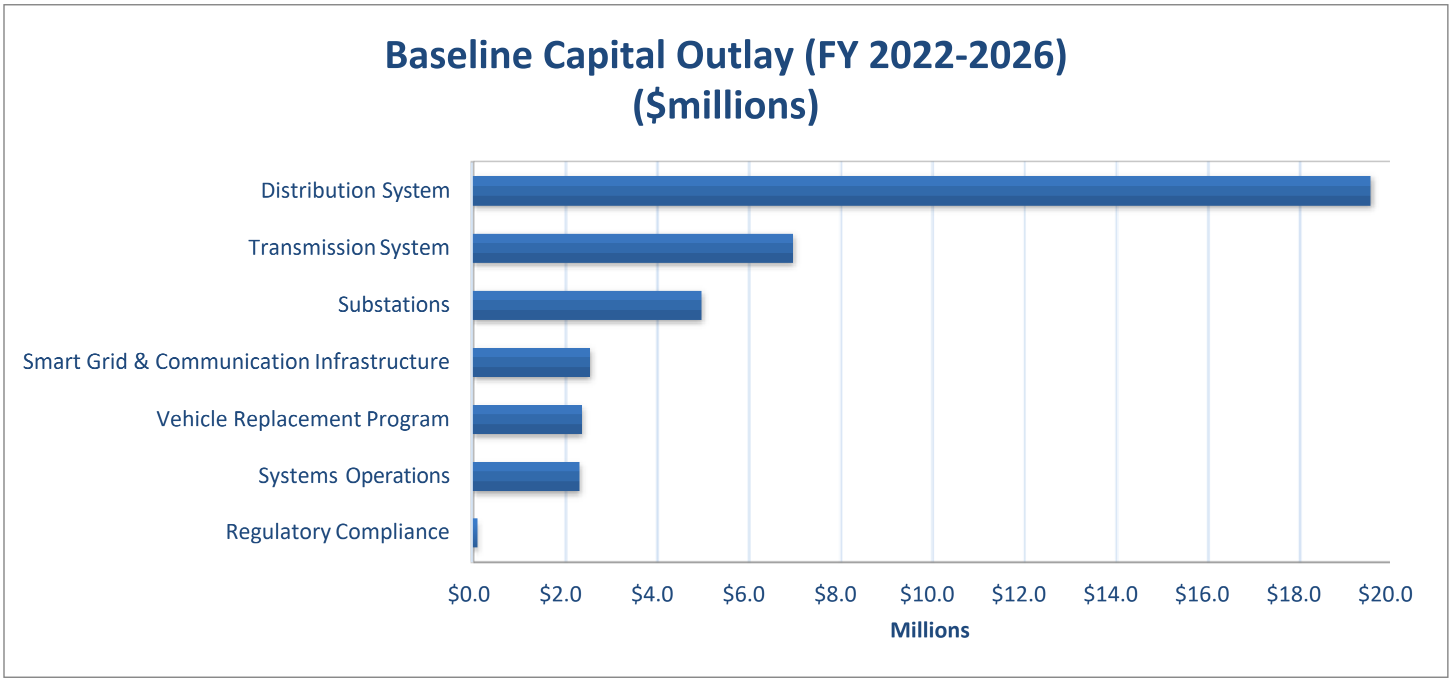
- Technology Adoption & Efficiency is centered on staying on top of evolving tools that can increase productivity for grid operations, customer service and potential future investments in digital infrastructure. Making the right choices at the right time is critical to balancing the adoption with financial impacts.

- Reasonable Rates are the foundation that must support all prudent investments. Affordability should not be compromised with poorly timed capital projects that require significant rate increases. By having a long-term financial model that can estimate ranges of rate adjustments for business as usual operations and additional investments, a utility can understand thresholds and develop safeguards to reduce risks of cost spikes.


The figure above summarizes the operational priorities that drove the plan elements in priority order.

## PLAN RESULTS – BASELINE CAPITAL EXPENDITURES

The bar chart below summarizes the focus areas for Baseline capital expenditures over the FY 2022-2026 period, which amount to approximately $39 million of cumulative system investment, with 100 percent of improvements funded by Beaches Energy operating revenues or existing operating reserves that can be dedicated to utility goals as a result of Beaches Energy's consistently strong financial performance.




As evidenced by the figure above, Beaches Energy will focus operational resources in the following key areas:

- **The *Distribution System*** – Beaches Energy will utilize asset management best practices in procuring transformers and equipment necessary (e.g., wire, cable, poles, insulators) for the replacement and/or expansion of facilities. Beaches Energy will also extend the useful life of existing assets by employing preventative maintenance best practices. Additionally, Beaches Energy will continue to invest a significant amount of funds into a gradual transition from overhead to underground distribution service by replacing existing wood pole lines with underground lines in strategic locations within the service area. Along with these efforts, Beaches Energy will pursue additional reliability and resiliency improvements, such as replacement of distribution system elements that are aged and working to sectionalize power lines to provide faster power restoration.
- ***Transmission System*** – The transmission system will benefit from a plan to prioritize construction and maintenance efforts to mitigate issues with certain sections of transmission lines that are nearly 40 years old. By leveraging visual and infrared inspection, Beaches Energy will proactively address transmission line hardware issues before they impact long term reliability.
- ***Substations –*** Substations will benefit from a wide range of upgrades and improvements, including breaker and relay upgrades, battery bank replacement and capacitor bank relay upgrades, motor switch replacement, and circuit breaker upgrades. Substations are critical to system reliability and are a primary driver of increased and significant long-term capital expenditures. Additionally, a supportive scenario (detailed below) reflects additional substation efforts not included in Baseline expenses that are being recommended for implementation to ensure continued focus on substation resiliency.
- ***Smart Grid & Communication Infrastructure*** – Beaches Energy will benefit from enhanced smart devices in strategic locations that can be used to restore large sections of customers remotely in a very short period of time, as part of

continued investigations into and the implementation of smart grid technologies. Beaches Energy will continue to invest to expand existing fiber infrastructure and wireless backhaul to continue to build a multi-purpose wide area network. These efforts also include additional research into a communication network and devices that will integrate with the City's corporate and/or Supervisory Control & Data Acquisition (SCADA) networks.

- ***Vehicle Replacement Program –*** Program will be enhanced to ensure that the team in the field has the right mix of reliable vehicles that do not suffer from excessive breakdowns due to age and condition.
- ***SCADA/Systems Operations*** - Operations will benefit from continued progress on incorporating an Outage Management System (OMS) and Distribution Management System (DMS) fused together with the Beaches Energy Supervisory Control and data Acquisition (SCADA) system to offer customers the best in electric service availability. Beaches Energy will also set aside funds to address regulatory compliance, cyber & physical security and make improvements to the system operations building to provide proper support for emergency/storm recovery conditions.
- ***Regulatory Compliance*** - Continued enhanced funding will ensure that Beaches Energy remains compliant with North American Electric Reliability Corporation (NERC) Critical Infrastructure Protection (CIP) standards, which in turn will help provide reliable service to customers. Investments planned for include measures to enhance physical security, consulting services to aid in development of department policies and procedures to align with NERC requirements, and initiating measures mandated by NERC and SERC to proactively prepare for upcoming NERC CIP requirements, leveraging a centralized transmission operator agreement (TOP) and working with FMPA on developing a response to satisfy these requirements.

## PLAN RESULTS – SUPPORTIVE SCENARIOS

Based on the business priorities and process described above, the following are the results of the supportive operational business plan scenarios in priority order. The supportive scenarios layer in expenditures over and above the Baseline to determine the impact on overall revenue requirements and rates as a function of specific efforts. This is followed by a summary of projected impacts on rates associated with the Baseline and each recommended supportive scenario. *Scenarios four (4) and five (5) are **NOT** being recommended at this time.* Beaches Energy will consider changes and adjustments to the plan for these items over time and based on review of changing conditions versus those assumed during plan development. The detailed annual cash flows for scenarios 1 – 3 are shown in Appendix A.

### *Prioritized Scenarios*

1. **Substation Fortification:** Beaches Energy substations are the backbone of reliability and by far the highest priority for the system operationally. Outages at substations can disrupt large numbers of services and significantly impact reliability. Beaches Energy has prepared a ten-year projection (as part of a larger 40 year plan) of updated substation capital expenditures that are essential to repairing and renewing aging power delivery infrastructure. We've modeled the financial impact of all Baseline substation expenditures in fiscal year 2022 and beyond. Scenario 1 reflects two specific projects at Jacksonville Beach T-1 and Sampson T-1, each of which are aging facilities. Beaches Energy can pay for a portion of these costs from savings related to debt that has been recently retired, and some amount from reserves.

2. **Staffing Expansion:** Beaches Energy plans to move forward with adding a dedicated staff member for a new Compliance Engineer to manage increased workload in the electric compliance area. Beaches Energy will continue to evaluate the need for

one additional new position related to management of substation renewal efforts as needed based on ongoing progress. These positions will be filled in order of priority and in accordance with business needs.

3. **Technology:** Through fiscal year 2025, Beaches Energy will work to gradually advance technology in the areas of city communication infrastructure, Geographic Information System (GIS) mapping, Outage Management (OMS), Distribution Management (DMS), and further development of fiber throughout the service area. Beaches Energy will also pursue a cost share arrangement with the City's Customer Service department for an Interactive Voice Response (IVR) system. The OMS and DMS project expenditures are already included in Baseline expenses, with the remainder (IVR) modeled within this scenario.

4. ***Not Included*** **- Resiliency/Storm Hardening:** To further reinforce reliability and resiliency, Beaches Energy will pursue a feasibility study and due diligence to determine the amount of useable land and other space considerations for moving the utility's system operations, communications and emergency response function to the Sampson substation. Existing operational locations lie near sea level, and this relocation would reduce risks related to fast storm restoration. Leveraging available space at Sampson may evolve over time to include multiple use cases, including serving as the primary (SCADA) location.

    - **Note**: In addition to this scenario, Beaches Energy will continue to pursue (as noted above in Baseline expenditures) a series of previously planned hardening efforts, including upgrading certain overhead main feeder lines from wood to concrete and converting all overhead lateral feeder lines to underground by 2031.

5. ***Not Included*** **- Insourcing of Vegetation Management:** Beaches Energy may consider insourcing the vegetation management function to empower broader control over the quality and timeliness of services and prevent vegetation from impacting reliability. As part of this potential expansion, Beaches Energy will consider adding a Certified Arborist position and an associated tree crew, the cost of which would likely be shared across Beaches Energy and the City's Public Works and Parks and Recreation departments. Beaches Energy will coordinate efforts with the City to ensure investments do not overlap or duplicate those envisioned in the Strategic Plan for the City. Space needs related to the additional staff and equipment will also need to be addressed.

## ESTIMATED RATE IMPACTS

### *Beaches Energy Is in Good Financial Standing*

Based on 1898 & Co.'s 10-year financial forecast model and the estimated costs for Baseline expenditures and each of the three recommended supportive scenarios above, Beaches Energy can elect to absorb the Baseline forecast by reducing electric fund balances through 2026 and pursue a 4% adjustment to rates in FY 2027. Alternatively, Beaches Energy can elect to pursue a one-time 5% adjustment in FY 2025 and have funding to complete scenarios 1 – 3 in addition to the Baseline forecast. The matrix below summarizes these findings.

| | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 |
|---|---|---|---|---|---|---|---|---|---|
| **Baseline Forecast** | 0% | 0% | 0% | 0% | 0% | 4% | 0% | 0% | 0% |
| **Baseline + Scenarios 1-3** | 0% | 0% | 0% | 5% | 0% | 0% | 0% | 0% | 0% |

Maintaining a system with bounded rate increases will increase Beaches Energy's competitiveness relative to benchmarks. As of June 2021, based on retail rate data compiled by the Florida Municipal Electric Association, a typical residential customer of Beaches Energy who consumes 1,000 kWh a month pays rates that are $21.72 per month lower than Duke Energy Florida and within $3.44 of Florida Power and Light (FPL). FPL has reached a settlement agreement effective August 2021 that will result in approximately $1.53 billion in rate increases over the next four years, which is estimated to increase rates for a typical customer by $13.64 per month. Beaches Energy's contemplated increases are materially lower than those contemplated by FPL over the same general time horizon.

Beaches Energy can move forward with the higher priority plan elements and manage cash reserves actively to determine incremental decisions on scenarios. **Figure 1** below summarizes by year the Baseline related and above-baseline revenue requirements associated with the recommended scenarios. The supportive scenarios represent $4.5 million in additional expenditures from FY 2022 – 2026 on top of the Baseline revenue requirements of $438.9 million.

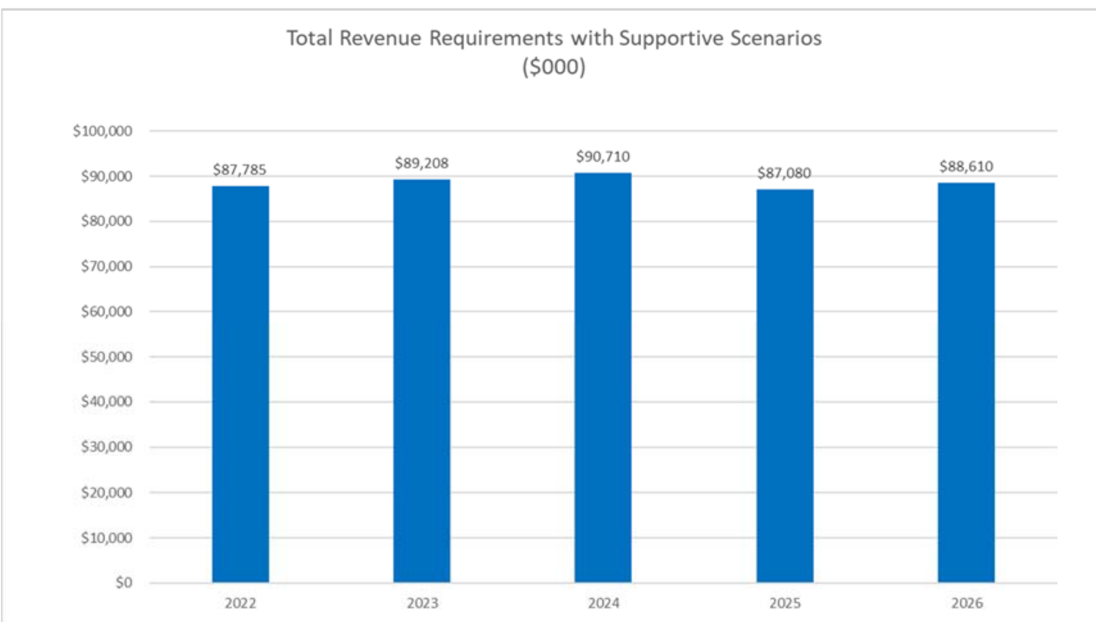



***Figure 1***

Based on these revenue requirements, 1898 & Co. also estimated the net revenue (revenue minus costs) across Baseline expenditures and the three recommended supportive scenarios. This annual revenue shortfall is the dollar amount that would need to be directed from Beaches Energy reserves and/or collected through a rate adjustment. **Figure 2** below summarizes the estimated annual net revenues by year without any rate increases, which is approximately $19.9 million over the five-year horizon.

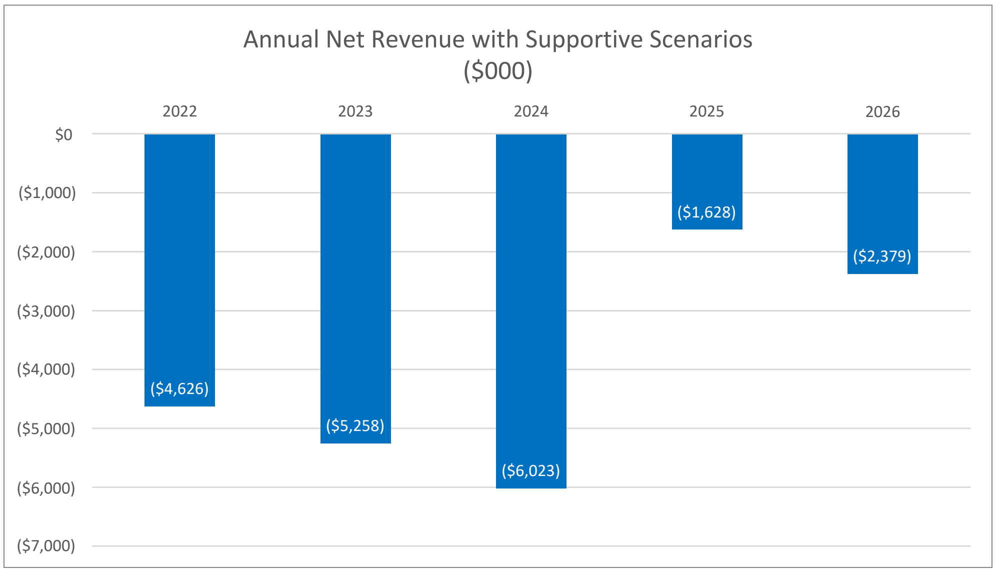



***Figure 2***

Based on the above negative annual net revenue during the study period, 1898 & Co. estimates that a one-time rate adjustment of 5%, combined with a draw-down of unrestricted cash reserves, can achieve the desired Baseline and supportive scenario outcomes. Beaches Energy will conservatively pursue top priorities related to reliability and continually evaluate downstream cash reserves and rate positioning, as required, to ensure that the existing strong reserve position is maintained and that electric fund balances are not excessively eroded. **Table 1** below, based on the financial model developed by 1898 & Co., summarizes annual net revenue and the estimated ending unrestricted[1] electric fund balance over selected years associated with Baseline expenditures and the three recommended scenarios. **Appendix B** provides a summary of by year estimates for Baseline expenditures and the impacts of layering in the recommended scenarios.

[1] The unrestricted electric fund balance includes the Reserve Op/Cap minimum balance target that ranges from $14M - $20M.

| | 2022 | 2026 | 2030 |
|---|---|---|---|
| **Baseline Case + 4% Rate Increase FY 2027** | | | |
| Net Revenue | ($4,438,126) | ($2,039,537) | ($2,886,443) |
| Ending Unrestricted Fund Balance | $32,663,414 | $25,497,362 | $18,503,484 |
| | | | |
| **Baseline Case + Scenarios 1-3 + 5% Rate Increase in FY2025** | | | |
| Net Revenue | ($4,625,626) | $1,896,763 | ($2,380,843) |
| Ending Unrestricted Fund Balance | $32,475,914 | $29,523,062 | $19,068,484 |

***Table 1***

As reinforced by **Table 1**, Beaches Energy can preserve a strong financial position with a targeted combination of reserve management and a one-time rate adjustment in the study period ending FY 2030. Beaches Energy and the City will continue to partner on meeting the goals of the electric utility in a financially responsible and thoroughly vetted manner as they work to preserve and enhance the value of Beaches Energy to the community.

We appreciate the opportunity to prepare this report for Beaches Energy. Should you have any questions or concerns regarding this report, please feel free to contract me at craig.brown@1898andco.com or 816-782-6306.

Sincerely,

Craig E. Brown / Project Manager

cc: Navid Nowakhtar, Resource and Strategic Planning Manager, FMPA

Beaches Energy Services Operational Business Plan

September 22, 2021

## Appendix A – Supportive Scenario Details

| | | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Scenario 1 - Substation Fortification** | | | | | | | | | | | |
| Jax Beach T1 | | | | | $3,000,000 | | | | | | |
| Sampson T1 | | | | | | | | $5,500,000 | | | |
| **Additional Substation Projects not in 2022-26 CIP** | | **$0** | **$0** | **$0** | **$3,000,000** | **$0** | **$0** | **$5,500,000** | **$0** | **$0** | **$0** |
| **Scenario 1 Incremental Cost** | | **$0** | **$0** | **$0** | **$3,000,000** | **$0** | **$0** | **$5,500,000** | **$0** | **$0** | **$0** |
| **Scenario 2 - Staffing Expansion** | | | | | | | | | | | |
| | escalation | | | | | | | | | | |
| Substation Engineer | 3.0% | | | $ 169,600 | $ 174,700 | $ 179,900 | $ 185,300 | $ 190,900 | $ 196,600 | $ 202,500 | $ 208,600 |
| Compliance Engineer | 3.0% | $ - | $ - | $ 140,700 | $ 144,900 | $ 149,300 | $ 153,800 | $ 158,400 | $ 163,100 | $ 168,000 | $ 173,100 |
| **Scenario 2 Cost** | | **$ -** | **$ -** | **$ 310,300** | **$ 319,600** | **$ 329,200** | **$ 339,100** | **$ 349,300** | **$ 359,700** | **$ 370,500** | **$ 381,700** |
| | | | FTE | FTE | FTE | FTE | FTE | FTE | FTE | FTE | FTE |
| **Scenario 3 - Technology** | | | | | | | | | | | |
| **Current Technology Projects in CIP** | | | | | | | | | | | |
| Advanced Smart Grid Infrastructure | $ 1,255,088 | $ - | $ 300,000 | $ 309,000 | $ 318,270 | $ 327,818 | | | | | |
| BES/City Communication Infrastructure | $ 1,673,451 | $ 400,000 | $ 412,000 | $ 424,360 | $ 437,091 | $ - | | | | | |
| Outage Management System | $ 150,000 | $ 150,000 | $ - | $ - | $ - | $ - | | | | | |
| Distribution Management System | $ 350,000 | $ - | $ 50,000 | $ 300,000 | $ - | $ - | | | | | |
| | $ 3,428,539 | $ 550,000 | $ 762,000 | $ 1,033,360 | $ 755,361 | $ 327,818 | | | | | |
| | NPV: | $2,985,913 | | | | | | | | | |
| Incremental Costs for Scenario | | | | | | | | | | | |
| **Scenario 3 - BES Share of IVR server** | | **$ -** | **$ 187,500** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | | $250k reduced by 25% | | | | | | | | |

# Appendix B

## Table B-1: Baseline Financial Forecast

**Beaches Energy Services**
**Combined Summary of Revenues and Expenses**
**Fiscal Year End September 30**

| | Month | Year | Months Applied | Increase | Proposed Budget 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | | | | | | | | |
| Charges for services | | | | | $ 81,515,820 | $ 82,363,453 | $ 83,171,517 | $ 83,942,237 | $ 84,720,721 | $ 85,507,050 | $ 86,301,302 | $ 87,103,560 | $ 87,910,595 | $ 88,725,701 |
| Proposed Electric Sales Revenue Increase (Decrease): | | | | | | | | | | | | | | |
| | October | 2021 | 12 | 0.00% | | - | - | - | - | - | - | - | - | - |
| | October | 2022 | 12 | 0.00% | | | - | - | - | - | - | - | - | - |
| | October | 2023 | 12 | 0.00% | | | | - | - | - | - | - | - | - |
| | October | 2024 | 12 | 0.00% | | | | | - | - | - | - | - | - |
| | October | 2025 | 12 | 0.00% | | | | | | - | - | - | - | - |
| | October | 2026 | 12 | 4.00% | | | | | | | 3,452,100 | 3,484,100 | 3,516,400 | 3,549,000 |
| | October | 2027 | 12 | 0.00% | | | | | | | | - | - | - |
| | October | 2028 | 12 | 0.00% | | | | | | | | | - | - |
| | October | 2029 | 12 | 0.00% | | | | | | | | | | - |
| Additional Proposed Rate Revenue | | | | | - | - | - | - | - | - | 3,452,100 | 3,484,100 | 3,516,400 | 3,549,000 |
| Total Rate Revenue | | | | | $ 81,515,820 | $ 82,363,453 | $ 83,171,517 | $ 83,942,237 | $ 84,720,721 | $ 85,507,050 | $ 89,753,402 | $ 90,587,660 | $ 91,426,995 | $ 92,274,701 |
| **Other Revenues** | | | | | | | | | | | | | | |
| Intergovernmental | | | | | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Interest & other | | | | | 651,015 | 634,135 | 616,945 | 582,207 | 568,690 | 562,194 | 551,997 | 515,322 | 488,875 | 457,364 |
| Transfers in | | | | | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 |
| **Total Revenues** | | | | | **$ 82,328,932** | **$ 83,159,686** | **$ 83,950,558** | **$ 84,686,542** | **$ 85,451,509** | **$ 86,231,341** | **$ 90,467,495** | **$ 91,265,079** | **$ 92,077,967** | **$ 92,894,162** |
| **Expenses** | | | | | | | | | | | | | | |
| Personal Services | | | | | $ 7,104,909 | $ 7,478,345 | $ 7,702,695 | $ 7,933,776 | $ 8,141,823 | $ 8,386,078 | $ 8,607,694 | $ 8,865,925 | $ 9,131,903 | $ 9,405,860 |
| Operating-Energy | | | | | 56,830,282 | 57,949,173 | 58,437,268 | 58,929,734 | 59,426,612 | 60,084,954 | 60,685,203 | 61,291,456 | 61,903,770 | 62,522,208 |
| Operating-All Other | | | | | 8,988,772 | 8,953,943 | 9,130,622 | 9,310,835 | 9,288,841 | 9,472,217 | 9,453,451 | 9,640,120 | 9,830,522 | 10,024,733 |
| Capital Outlay | | | | | 7,270,000 | 9,398,000 | 9,790,000 | 7,359,000 | 6,056,000 | 6,471,000 | 6,266,477 | 9,416,371 | 10,121,662 | 9,932,512 |
| Debt Service-Principal | | | | | 1,266,350 | - | - | - | - | - | - | - | - | - |
| Debt Service-Interest & Other | | | | | 35,327 | - | - | - | - | - | - | - | - | - |
| Proposed Debt Service | | | | | - | - | - | - | - | - | - | - | - | - |
| Transfers | | | | | 3,818,350 | 3,818,350 | 3,837,442 | 3,856,629 | 3,837,442 | 3,856,629 | 3,837,442 | 3,856,629 | 3,875,912 | 3,895,292 |
| Subtotal BAU Expenses | | | | | $ 85,313,990 | $ 87,597,811 | $ 88,898,027 | $ 87,389,974 | $ 86,750,717 | $ 88,270,878 | $ 88,850,267 | $ 93,070,501 | $ 94,863,770 | $ 95,780,604 |
| Scenario 1: Substation Fortification | | | | | - | - | - | - | - | - | - | - | - | - |
| Scenario 2: Staffing Expansion | | | | | - | - | - | - | - | - | - | - | - | - |
| Scenario 3: Technology | | | | | - | - | - | - | - | - | - | - | - | - |
| Scenario 4: Resiliency/Storm Hardening | | | | | - | - | - | - | - | - | - | - | - | - |
| Scenario 5: Succession Planning | | | | | - | - | - | - | - | - | - | - | - | - |
| Subtotal Scenario Expenses | | | | | - | - | - | - | - | - | - | - | - | - |
| **Total Expenses** | | | | | **$ 85,313,990** | **$ 87,597,811** | **$ 88,898,027** | **$ 87,389,974** | **$ 86,750,717** | **$ 88,270,878** | **$ 88,850,267** | **$ 93,070,501** | **$ 94,863,770** | **$ 95,780,604** |
| **Change in Fund Balance** | | | | | **$ (2,985,058)** | **$ (4,438,126)** | **$ (4,947,469)** | **$ (2,703,433)** | **$ (1,299,209)** | **$ (2,039,537)** | **$ 1,617,228** | **$ (1,805,422)** | **$ (2,785,803)** | **$ (2,886,443)** |
| Unrestricted | | | | | 22,700,492 | 15,338,992 | 14,448,390 | 13,790,668 | 13,618,185 | 10,705,159 | 12,303,366 | 6,906,949 | 2,968,680 | (181,968) |
| Reserve Op/Cap | | | | | 11,302,492 | 17,324,422 | 17,835,771 | 15,526,782 | 14,251,108 | 14,792,203 | 14,619,205 | 17,899,511 | 18,738,181 | 18,685,452 |
| **Subtotal Unrestricted Funds** | | | | | **$ 34,002,984** | **$ 32,663,414** | **$ 32,284,161** | **$ 29,317,449** | **$ 27,869,293** | **$ 25,497,362** | **$ 26,922,571** | **$ 24,806,460** | **$ 21,706,861** | **$ 18,503,484** |
| Restricted | | | | | 38,845,009 | 34,725,538 | 30,157,323 | 30,420,602 | 30,569,549 | 30,901,943 | 31,093,963 | 31,404,652 | 31,718,449 | 32,035,383 |
| **Ending Fund Balance** | | | | | **$ 71,827,078** | **$ 67,388,953** | **$ 62,441,484** | **$ 59,738,051** | **$ 58,438,843** | **$ 56,399,306** | **$ 58,016,534** | **$ 56,211,112** | **$ 53,425,309** | **$ 50,538,867** |

## Table B-2: Baseline + Scenarios 1-3 Financial Forecast

**Beaches Energy Services**
**Combined Summary of Revenues and Expenses**
**Fiscal Year End September 30**

| | | | | Proposed Budget 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | | | | | | | |
| Charges for services | | | | $ 81,515,820 | $ 82,363,453 | $ 83,171,517 | $ 83,942,237 | $ 84,720,721 | $ 85,507,050 | $ 86,301,302 | $ 87,103,560 | $ 87,910,595 | $ 88,725,701 |
| Proposed Electric Sales Revenue Increase (Decrease): | | | | | | | | | | | | | |
| Month | Year | Months Applied | Increase | | | | | | | | | | |
| October | 2021 | 12 | 0.00% | | - | - | - | - | - | - | - | - | - |
| October | 2022 | 12 | 0.00% | | | - | - | - | - | - | - | - | - |
| October | 2023 | 12 | 0.00% | | | | - | - | - | - | - | - | - |
| October | 2024 | 12 | 5.00% | | | | | 4,236,000 | 4,275,400 | 4,315,100 | 4,355,200 | 4,395,500 | 4,436,300 |
| October | 2025 | 12 | 0.00% | | | | | | - | - | - | - | - |
| October | 2026 | 12 | 0.00% | | | | | | | - | - | - | - |
| October | 2027 | 12 | 0.00% | | | | | | | | - | - | - |
| October | 2028 | 12 | 0.00% | | | | | | | | | - | - |
| October | 2029 | 12 | 0.00% | | | | | | | | | | - |
| Additional Proposed Rate Revenue | | | | - | - | - | - | 4,236,000 | 4,275,400 | 4,315,100 | 4,355,200 | 4,395,500 | 4,436,300 |
| Total Rate Revenue | | | | $ 81,515,820 | $ 82,363,453 | $ 83,171,517 | $ 83,942,237 | $ 88,956,721 | $ 89,782,450 | $ 90,616,402 | $ 91,458,760 | $ 92,306,095 | $ 93,162,001 |
| **Other Revenues** | | | | | | | | | | | | | |
| Intergovernmental | | | | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Interest & other | | | | 651,015 | 634,135 | 616,945 | 582,207 | 568,690 | 562,194 | 551,997 | 515,322 | 488,875 | 457,364 |
| Transfers in | | | | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 | 162,097 |
| **Total Revenues** | | | | **$ 82,328,932** | **$ 83,159,686** | **$ 83,950,558** | **$ 84,686,542** | **$ 89,687,509** | **$ 90,506,741** | **$ 91,330,495** | **$ 92,136,179** | **$ 92,957,067** | **$ 93,781,462** |
| **Expenses** | | | | | | | | | | | | | |
| Personal Services | | | | $ 7,104,909 | $ 7,478,345 | $ 7,702,695 | $ 7,933,776 | $ 8,141,823 | $ 8,386,078 | $ 8,607,694 | $ 8,865,925 | $ 9,131,903 | $ 9,405,860 |
| Operating-Energy | | | | 56,830,282 | 57,949,173 | 58,437,268 | 58,929,734 | 59,426,612 | 60,084,954 | 60,685,203 | 61,291,456 | 61,903,770 | 62,522,208 |
| Operating-All Other | | | | 8,988,772 | 8,953,943 | 9,130,622 | 9,310,835 | 9,288,841 | 9,472,217 | 9,453,451 | 9,640,120 | 9,830,522 | 10,024,733 |
| Capital Outlay | | | | 7,270,000 | 9,398,000 | 9,790,000 | 7,359,000 | 6,056,000 | 6,471,000 | 6,266,477 | 9,416,371 | 10,121,662 | 9,932,512 |
| Debt Service-Principal | | | | 1,266,350 | - | - | - | - | - | - | - | - | - |
| Debt Service-Interest & Other | | | | 35,327 | - | - | - | - | - | - | - | - | - |
| Proposed Debt Service | | | | - | - | - | - | - | - | - | - | - | - |
| Transfers | | | | 3,818,350 | 3,818,350 | 3,837,442 | 3,856,629 | 3,837,442 | 3,856,629 | 3,837,442 | 3,856,629 | 3,875,912 | 3,895,292 |
| Subtotal BAU Expenses | | | | $ 85,313,990 | $ 87,597,811 | $ 88,898,027 | $ 87,389,974 | $ 86,750,717 | $ 88,270,878 | $ 88,850,267 | $ 93,070,501 | $ 94,863,770 | $ 95,780,604 |
| Scenario 1: Substation Fortification | | | | - | - | - | 3,000,000 | - | - | 5,500,000 | - | - | - |
| Scenario 2: Staffing Expansion | | | | - | - | 310,300 | 319,600 | 329,200 | 339,100 | 349,300 | 359,700 | 370,500 | 381,700 |
| Scenario 3: Technology | | | | - | 187,500 | - | - | - | - | - | - | - | - |
| Scenario 4: Resiliency/Storm Hardening | | | | - | - | - | - | - | - | - | - | - | - |
| Scenario 5: Succession Planning | | | | - | - | - | - | - | - | - | - | - | - |
| Subtotal Scenario Expenses | | | | - | 187,500 | 310,300 | 3,319,600 | 329,200 | 339,100 | 5,849,300 | 359,700 | 370,500 | 381,700 |
| **Total Expenses** | | | | **$ 85,313,990** | **$ 87,785,311** | **$ 89,208,327** | **$ 90,709,574** | **$ 87,079,917** | **$ 88,609,978** | **$ 94,699,567** | **$ 93,430,201** | **$ 95,234,270** | **$ 96,162,304** |
| **Change in Fund Balance** | | | | **$ (2,985,058)** | **$ (4,625,626)** | **$ (5,257,769)** | **$ (6,023,033)** | **$ 2,607,591** | **$ 1,896,763** | **$ (3,369,072)** | **$ (1,294,022)** | **$ (2,277,203)** | **$ (2,380,843)** |
| Unrestricted | | | | 22,700,492 | 14,963,992 | 13,873,015 | 6,893,368 | 13,625,285 | 14,646,084 | 5,755,441 | 6,367,824 | 2,935,455 | 287,607 |
| Reserve Op/Cap | | | | 11,302,492 | 17,511,922 | 17,913,346 | 18,606,682 | 14,333,408 | 14,876,978 | 20,206,530 | 17,989,436 | 18,830,806 | 18,780,877 |
| **Subtotal Unrestricted Funds** | | | | **$ 34,002,984** | **$ 32,475,914** | **$ 31,786,361** | **$ 25,500,049** | **$ 27,958,693** | **$ 29,523,062** | **$ 25,961,971** | **$ 24,357,260** | **$ 21,766,261** | **$ 19,068,484** |
| Restricted | | | | 38,845,009 | 34,725,538 | 30,157,323 | 30,420,602 | 30,569,549 | 30,901,943 | 31,093,963 | 31,404,652 | 31,718,449 | 32,035,383 |
| **Ending Fund Balance** | | | | **$ 71,827,078** | **$ 67,201,453** | **$ 61,943,684** | **$ 55,920,651** | **$ 58,528,243** | **$ 60,425,006** | **$ 57,055,934** | **$ 55,761,912** | **$ 53,484,709** | **$ 51,103,867** |

City of Jacksonville Beach ● 11 North Third Street ● Jacksonville Beach, FL 32250

| CITY COUNCIL AGENDA ITEM | |
|---|---|
| TO: | Michael J. Staffopoulos, City Manager |
| FROM: | Bill Rieger, Chief Information Officer |
| DATE: | 09/06/2024 |
| SUBJECT: | Expanded Scope of Service and Additional Funding for Council Chambers Audio/Visual Equipment |

BACKGROUND

During the budget process for FY24, the City Council approved $150,000 in funding for necessary enhancements to Council Chambers Audio/Visual Equipment. The original scope of services for this project included:

- Replacing aging microphones
- Installing an audio amplifier
- Distribution equipment
- Upgrading the existing cameras to three room cameras to enhance overall video quality and coverage
- New live-streaming capabilities
- Remote access integration through Microsoft Teams and/or RingCentral

Cost estimates for the original project scope came in slightly over the amount budgeted for FY2024. Additionally, the scope of services for this project has been expanded to add four microphones to allow for presentations to be made from staff tables on either side of the podium. Staff is seeking approval for an additional $12,654.52 in funding to cover the total project cost of $162,654.52.

Pricing was obtained from the competitively awarded agreement between BISDigital and The Interlocal Purchasing System (TIPS), a government purchasing cooperative and Department of Texas Region 8 Education Service Center; TIPS RFP #230901, Audio Visual Equipment, Supplies, and Services.

FINANCIAL IMPACT

The FY2024 budget included $150,000 for this project. Funding for the additional $12,652.52 is available in the General Fund, unanticipated expense account and the budget will be adjusted at mid-year.

REQUESTED ACTION

Approve/Disapprove the expanded Scope of Services with BISDigital and additional funding for Council Chambers Audio/Visual Equipment

ATTACHMENTS

| CITY COUNCIL AGENDA ITEM | |
|---|---|
| TO: | Michael J. Staffopoulos, City Manager |
| FROM: | Dennis W. Barron, Jr., Director of Public Works |
| DATE: | 09/16/2024 |
| SUBJECT: | Additional Funding to Repair/replace the Sanitary Sewer Manhole and Piping in the Area of 22nd Street North |

## BACKGROUND

The Public Works Department (PW) discovered a sinking roadway at the intersection of 22nd Street North and 9th Avenue North near the end of March 2024. As an emergency measure, City forces set up sanitary sewer bypass pumping in the area to prevent and/or minimize sanitary sewer overflows (SSOs) that could occur. Upon further investigation, a structural pipe failure appeared to be the cause of the sinking roadway. This 8-inch sanitary sewer line is over 17 feet deep and could not be repaired or replaced without significant excavation, beyond the capabilities of internal services. PW maintained the sanitary sewer bypass pumping to draw down the wastewater elevation in the manhole on a 24/7 basis to ensure SSOs did not occur. SSOs would create an immediate public health concern and require reporting to the Florida Department of Environmental Protection with possible fines.

PW solicited a quote to complete this emergency repair from United Brothers, which came in within the City's estimate. The City Manager approved the emergency repair, and City Council authorized the agreement and repair with United Brothers Development Corporation (United Brothers), on May 20, 2024, in the amount of $1,077,022, as provided in City Code of Ordinances, Sec. 2-1.1.(c)1. The scope of work included point repairs at five locations at this immediate area, including the 8-inch sanitary sewer line at this manhole.

Since beginning this emergency repair, observed subsurface conditions have significantly changed. The manhole at the center of this emergency repair has physically moved, with a resulting full separation of the influent pipe from the north. The manhole foundation appears to be both undermined and compromised, beyond the original expectations of only a pipe issue. The solution is to abandon this manhole. One manhole would be installed south of the intersection (to take the place of the existing manhole), and one would be installed approximately 120 feet to the west of the intersection, with new piping connecting these two new manholes. The two new manholes will be lined as the last phases of this expanded scope.

This scope expansion is necessary for the permanent repair of the sanitary sewer piping in the area. The scope expansion has been reviewed and approved by the City's internal engineers and construction inspectors for viability. The revised project scope will add up to 60 days to the project. The quote from United Brothers Development Corporation for the additional scope of work is $654,272.50. PW is requesting a 10% contingency ($65,427.50), bringing the total additional funding request to $719,700.

## FINANCIAL IMPACT

Funding is available in the Water and Sewer Fund operating reserve, and the budget in account 420-07-0707-536-63-563000 will be adjusted at mid-year.



| | |
|---|---|
| AGENDA ITEM: | C. |
| MEETING DATE: | October 7, 2024 |

REQUESTED ACTION

Approve/Disapprove additional funding to repair/replace the Sanitary Sewer manhole and piping in the area of 22nd Street North for an amount not to exceed $719,700.00

ATTACHMENTS

1. UBD Alternate Quote
2. Repair Sketches

**JACKSONVILLE BEACH-8" SANITARY SEWER R & R**
**22nd ST. NORTH BWT. 9th AVENUE NORTH & LIFT STATION #18**
**COST PROPOSAL FORM-ALTERNATE BID**

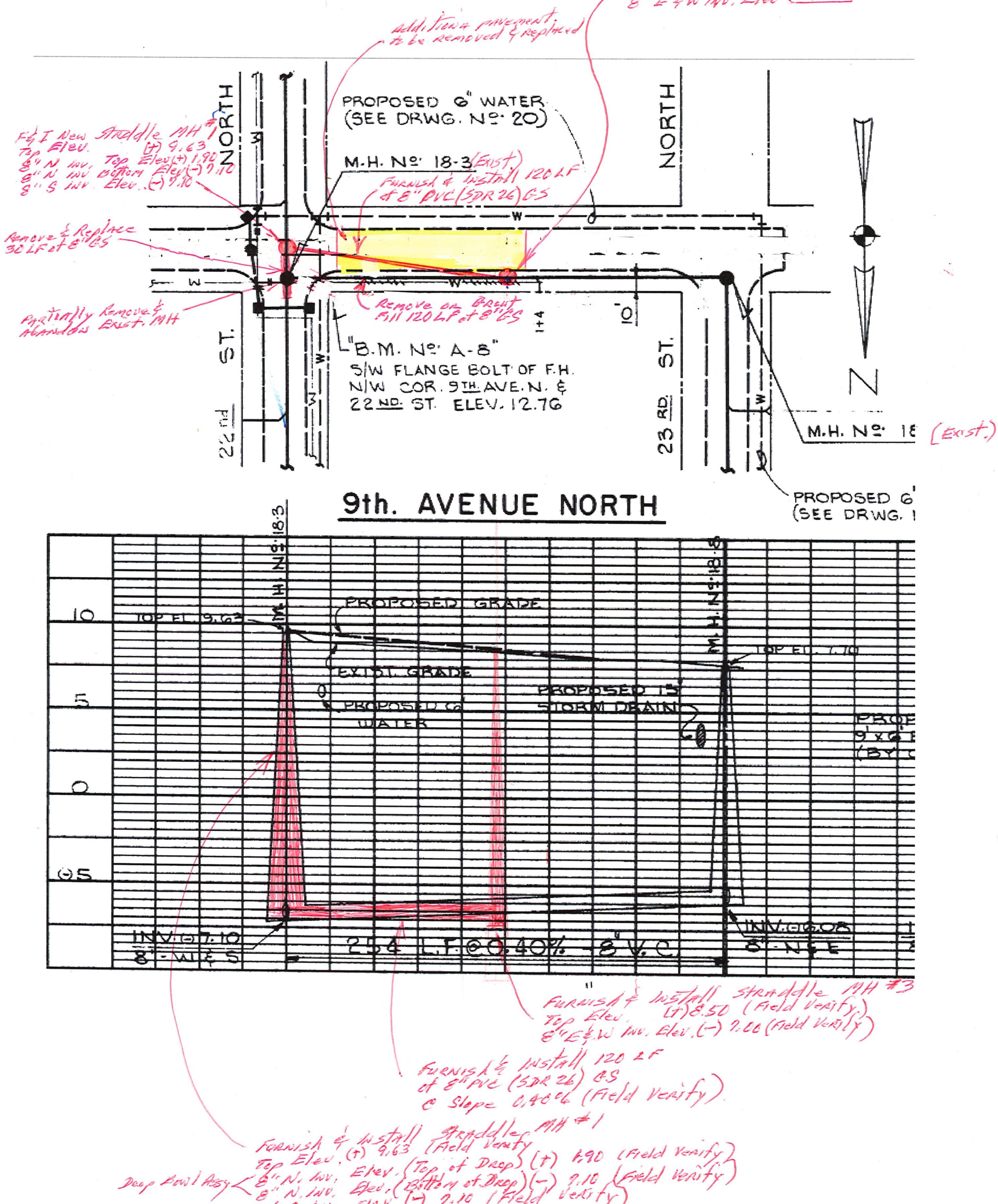
| Item | Brief Description | Unit | Quantity | Unit Price | Cost |
|---|---|---|---|---|---|
| 1 | Tree Existing Trees and Dispose off Site | LS | 1 | $ 8,810.00 | $ 8,810.00 |
| 2 | Sawcut, Remove & Dispose of Exist.1.5"-2"Thick Asphalt Pavement | SY | 240 | $ 8.00 | $ 1,920.00 |
| 3 | Sawcut, Remove & Dispose of Exist. 6" Thick Limerock Base Material | SY | 240 | $ 9.95 | $ 2,388.00 |
| 4 | Remove & Replace Unsuitable Soil w/Compacted A-3 Sand (Contingency) | CY | 220 | $ 33.00 | $ 7,260.00 |
| 5 | R & R Exist. City Standard or Drop Concrete Curb & Gutter | LF | 40 | $ 65.00 | $ 2,600.00 |
| 6 | Furnish & Install 2" Thick Asphalt Pavement (SP 9.5 w/Max 30% RAP) | SY | 240 | $ 61.50 | $ 14,760.00 |
| 7 | Furnish & Install 6" Thick Compacted Crushcrete Roadway Base Material | SY | 240 | $ 45.75 | $ 10,980.00 |
| 8 | Furnish & Install 12" Thick Stabilized Roadway Sub-Base | SY | 300 | $ 22.00 | $ 6,600.00 |
| 9 | Replace 24" White Thermoplastic Stop Bars | LF | 16 | $ 25.00 | $ 400.00 |
| 10 | Remove & Dispose of Exist. 8" Gravity Sewer Pipe | LF | 120 | $ 55.00 | $ 6,600.00 |
| 11 | Furnish & Install 8" PVC (SDR 26) GS Pipe (+/- 6-8' Depth) | LF | 30 | $ 250.00 | $ 7,500.00 |
| 12 | Furnish & Install 8" PVC (SDR 26) GS Pipe (+/- 16'-18' Depth) | LF | 90 | $ 845.00 | $ 76,050.00 |
| 13 | Connect New 8" PVC (SDR26) Gravity Sewer Pipe to Manhole | LS | 2 | $ 24,500.00 | $ 49,000.00 |
| 14 | Remove Existing Single 6" Sanitary Sewer Services to ROW ( Contigency) | EA | 1 | $ 7,500.00 | $ 7,500.00 |

| | | | | | |
|---|---|---|---|---|---|
| 15 | Furnish & Install 4 Ft Dia.Type A Manhole with 6" Drop Bowl Ass'y(16'-18' Depth) | EA | 2 | $ 54,650.00 | $ 109,300.00 |
| 16 | Furnish & Install New 6"Sanitary Sewer Services w/Cleanouts & Connections (Contingency) | EA | 1 | $ 11,750.00 | $ 11,750.00 |
| 17 | Furnish & Install Spectra-shield Interion Coating in Sewer Manholes 6"Sanitary Sewer Services w/Cleanouts & Connections | EA | 2 | $ 15,750.00 | $ 31,500.00 |
| 18 | Furnish & Install Sod (Bermuda for Non Irrigated or St. Augustine for Irrigated) | SY | 85 | $ 10.00 | $ 850.00 |
| 19 | Provide & Maintain OSHA Sheeting and/or Shoring for Open Trench Safety | LS | 1 | $ 18,000.00 | $ 18,000.00 |
| 20 | Provide & Maintain Sewage By-passing with Backup Pump & Silent Pack | LS | 1 | $ 38,000.00 | $ 38,000.00 |
| 21 | Provide & Maintain Maintenance of Traffic Control & Signage per FDOT | LS | 1 | $ 5,300.00 | $ 5,300.00 |
| 22 | Provide & Maintain a Groundwater Dewatering System w/silent Pack Pumps | LS | 1 | $ 30,000.00 | $ 30,000.00 |
| 23 | Provide Density & Proctor Testing & Reports from Independent Lab | LS | 1 | $ 2,500.00 | $ 2,500.00 |
| 24 | Provide & Maintain Siltation & Erosion Control | LS | 1 | $ 3,000.00 | $ 3,000.00 |
| 25 | Provide Surveying, As-Built Drawing & Pre-Construction Video of Site | LS | 1 | $ 2,500.00 | $ 2,500.00 |
| 26 | Mobilization | LS | 1 | $ 28,000.00 | $ 28,000.00 |
| 27 | Remove & Replace Exist. 6" Thick Concrete Driveway/Sidewalk w/Fiber Mesh | SY | 38 | $ 155.00 | $ 5,890.00 |
| 28 | Liability/Property Insurance and Performance & Payment Bond (Max 1.5%) | LS | 1 | $85,339.00 | $85,339.00 |

| | | | | | |
|---|---|---|---|---|---|
| 29 | Electrical Overhead Cable Protection Install & Remove | LS | 1 | $8,385.00 | $8,385.00 |
| 30 | F & I 6" DR-18 PVC WM | LF | 210 | $85.00 | $17,850.00 |
| 31 | F & I 6X6" TSV | EA | 2 | $11,250.00 | $22,500.00 |
| 32 | F & I 6" 90 Bend | EA | 1 | $843.50 | $843.50 |
| 33 | F & I 6" 45 Bends | EA | 6 | $812.00 | $4,872.00 |
| 34 | F & I 6" Tee | EA | 1 | $1,547.00 | $1,547.00 |
| 35 | F & I 6" GVB | EA | 1 | $3,912.00 | $3,912.00 |
| 36 | Connect to Existing 6" PVC Main | EA | 1 | $4,275.00 | $4,275.00 |
| 37 | Remove & Dispose off Site Existing 6" WM | EA | 210 | $35.00 | $7,350.00 |
| 38 | F & I Concrete Restraint Collar | EA | 2 | $4,220.50 | $8,441.00 |
| | **TOTAL (Item No's 1-38)** | | | | **$654,272.50** |
| | **Prepared By: Charles Blevins** | | | | |
| | **Company Name: United Brothers Development Corp.** | | | | |
| | **Date: 8-29-24** | | | | |

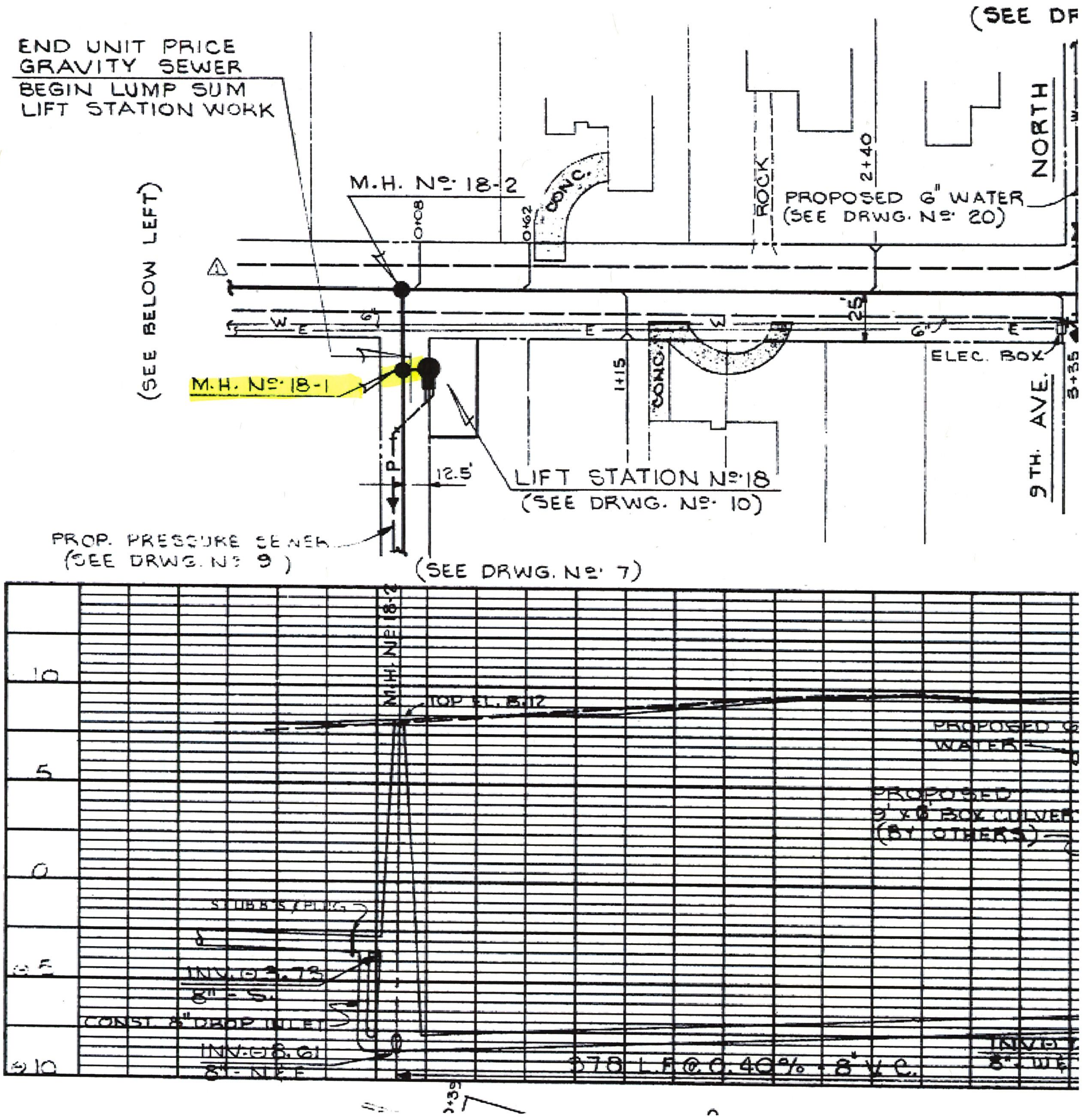
**Dennis Dupries**

**From:** Dennis Dupries
**Sent:** Tuesday, September 17, 2024 2:11 PM
**To:** Charles Blevins
**Cc:** Dennis Dupries
**Subject:** 9th Ave N Bwt 22nd & 23rd St's N



**Dennis Dupries**

**From:** Dennis Dupries
**Sent:** Tuesday, September 17, 2024 3:07 PM
**To:** Dennis Barron
**Subject:** LS#18 Junction MH # 18-1 - New Fiberglass MH Liner - 6" Drop Bowl Assy to be Furnished & Installed



| CITY COUNCIL AGENDA ITEM | |
|---|---|
| TO: | Michael J. Staffopoulos, City Manager |
| FROM: | Jason Phitides, Director of Parks and Recreation |
| DATE: | 09/06/2024 |
| SUBJECT: | One-Time Extension of Membership to Paws Dog Park for Eligible Members |

## BACKGROUND

Paws Dog Park is the City's sole dog park, which requires a membership to gain access. In order to become a member, an application must be filled out, a membership fee must be paid, and vaccination records must be provided to the Parks and Recreation staff.

The annual membership fee is $85 per dog for the large dog park, $55 per dog for the small dog park, and $27 for each additional dog (for either park) and the current immunizations required include Rabies, Distemper, Parvo, and Bordetella. All dogs must also be spayed or neutered.

The January 2024 cyber event created infrastructure issues with the key fob system, which disabled the City's ability to secure the park and restrict access to the park. While the system has been down, some memberships expired and some memberships were renewed. Parks and Recreation staff have kept a record of renewals.

Recently, a new control mechanism and key fob software have been installed to regain the ability to control and limit access to the paying members of Paws Dog Park. The anticipated go-live date for the new system is October 10, 2024. In order to ensure compliance with all dog park membership requirements, members will be required to go to the Parks and Recreation office to complete the application process, pay the annual membership fee, and provide up-to-date vaccination records in order to get their fobs integrated with the new system.

As an act of good faith for those who paid for annual memberships prior to or since the cyber event, City staff is requesting authorization to extend the membership timeframe from October 10, 2024 to October 9, 2025.

The extension will be granted to the following members in good standing:

1. Any member who paid the annual membership fee at the Parks and Recreation Office anytime after the cyber event on January 29, 2024.
2. Any member whose membership had not expired at the time of the cyber event on January 29, 2024. Proof of membership will be required and may be substantiated by a canceled check or City-issued receipt.

The Parks and Recreation department has begun a concerted outreach effort to inform members of the requirements and explain the process for either renewing their previous membership or starting a new one. Outreach has been and will continue to be conducted via signs at Paws Park, email, and the City's social media pages.

FINANCIAL IMPACT

Actual FY2024 revenues were approximately $11,000 under budget as a result of the key fob infrastructure issue. Finance estimates that the FY2025 revenues will be reduced by $15,000 as a result of the one-time extension for eligible members.

REQUESTED ACTION

Approve/Disapprove a one-time extension of membership to Paws Dog Park for eligible members

ATTACHMENTS

1. Paws Dog Park Membership Application

# CITY OF JACKSONVILLE BEACH
# PAWS PARK APPLICATION, RULES, AND WAIVER

Check one: New application ___ Renewal ___

To complete the application process, please submit the following:

- ___ Signed and completed application form
- ___ Signed Waiver and Release of Liability form
- ___ Shot Record/Spay or Neuter Record
- ___ Fees (payable to City of Jacksonville Beach)

Present application and all required information to following location:
City of Jacksonville Beach – Parks & Recreation Dept.
2508 South Beach Parkway
Jacksonville Beach, FL 32250

Accepted methods of payment: Personal check, money order, cash

NOTE: Gate passes and tags are not mailed

Have questions? Call the Parks & Recreation department at 904-247-6236 or email us at recreation@jaxbchfl.net

| | | | | | |
|---|---|---|---|---|---|
| FOR OFFICE USE ONLY | | Rabies | ________ | Bordetella | ________ |
| Fob #: | ________ | Distemper | ________ | Spay / Neuter | ________ |
| Date approved | ________ | Parvovirus | ________ | Weight | ________ |

**OWNER INFORMATION**

| | Owner | Co-Owner (if different from Owner info) |
|---|---|---|
| Name | ____________________ | ____________________ |
| Address | ____________________ | ____________________ |
| City, State, Zip | ____________________ | ____________________ |
| Email | ____________________ | ____________________ |
| Contact Phone: | ____________________ | ____________________ |

**DOG INFORMATION**

| | Dog 1 | Dog 2 | Dog 3 |
|---|---|---|---|
| Dog's name | ____________ | ____________ | ____________ |
| Breed | ____________ | ____________ | ____________ |
| Gender | Male ___ Female ___ | Male ___ Female ___ | Male ___ Female ___ |
| Color | ____________ | ____________ | ____________ |
| Age | ____________ | ____________ | ____________ |
| Weight | ____________ | ____________ | ____________ |

**FEES**

| | Large Dog Park | | | Small Dog Park | | |
|---|---|---|---|---|---|---|
| | Dog 1 | Dog 2 | Dog 3 | Dog 1 | Dog 2 | Dog 3 |
| Membership Fee | $79.07 | $25.12 | $25.12 | $51.16 | $25.12 | $25.12 |
| Sales Tax | $ 5.93 | $ 1.88 | $ 1.88 | $ 3.84 | $ 1.88 | $ 1.88 |
| TOTAL | $85.00 | $27.00 | $27.00 | $55.00 | $27.00 | $27.00 |
| TOTALS | $85.00 | $112.00 | $139.00 | $55.00 | $82.00 | $109.00 |

<u>Rules and Regulations</u>: Violators may be subject to removal from the park and park privileges may be suspended.

1. Dog owners are solely liable for injuries or damage caused by their dogs.
2. Dogs must be leashed before entering the park and prior to leaving the park.
3. Dogs must be off leash while inside the park. Choke collars or prong collars are not permitted in the park.
4. Dog owners must be in the park and within view and voice contact of their dogs at all times. Dog owners must monitor and take responsibility for their dogs at all times.
5. Dogs must be accompanied by owner or handler at all times. Leaving dogs in the park unattended is prohibited. Unattended dogs will be removed by Animal Control.
6. Dog waste must be cleaned up and disposed of by dog owners or risk a fine.
7. Aggressive dogs are prohibited from the park. Any dog showing aggressive behavior must leave the park immediately without debate. City of Jacksonville Beach Animal Control, Police, and Park staff are authorized to designate dogs as “aggressive” and to direct their removal from the Dog Park.
8. Animals that exhibit a history of aggressive behavior will not be permitted to enter the park.
9. Owners whose dogs are shown to be aggressive may have their membership revoked.
10. Dogs declared a “dangerous dog” (per City ordinance) are not permitted.
11. If dogs are playing too rough, displaying excessive dominant behavior, (i.e., humping, pinning dogs down, etc.) or intimidating other dogs, owners should relocate their dogs to a different area of the park. If dominant behavior persists, owners are required to remove their dogs from the park.
12. All dogs must be spayed or neutered in order to enter the park.
13. Sick dogs are not permitted in the park.
14. All dogs must have current vaccinations and wear a current rabies tag. Required vaccinations include Rabies, Distemper, Parvo, and Bordetella.
15. No dogs under four (4) months of age are permitted in the park.
16. The weight limit for the small dog park is 30 lbs. Dogs less than 30 lbs. are only permitted in the small dog area.
17. Large dogs are not permitted in the small dog park. Dogs 30 lbs. and over are only permitted in the large dog area.
18. No animals other than dogs are permitted in the park.
19. No food (people or animal), treats, alcoholic beverages, smoking, glass containers, strollers, baby carriers, bicycles, and children’s toys are permitted in the park.
20. Dogs must wear a collar and ID tags at all times.
21. Children under 12 must have close adult supervision at all times.
22. No more than three (3) beings* per handler allowed (*dogs and/or small children).
23. Dog owners must fill any holes dug by their dogs.
24. Be cautious with dog toys; some dogs do not like to share.
25. Dogs that bark excessively should be removed from the park.
26. The park is open seven (7) days a week from 5 AM until 10 PM. The park may be closed for maintenance on Thursdays from 9 AM until 2 PM.

NOTE: No attendant on duty. Paws Park users do so at their own risk. The City of Jacksonville Beach will not be liable for any injury or damaged caused by any dog in this park.

**WAIVER AND RELEASE OF LIABILITY**

I hereby acknowledge that I voluntarily have applied to participate and use, with my dog(s), Paws Park (hereafter referred to as the Dog Park).

I understand that the act of unleashing my dog(s) and being physically present inside the Dog Park necessarily involves risk of injuries to me, other people, my dog(s), and other dogs, and that these risks are entirely my responsibility. I expressly assume all of these risks.

I further understand that dogs, irrespective of their training and usual past behavior or characteristics, may act or react unpredictably at times based upon instinct or circumstances, and I agree to assume the risk of injury to me, any individual accompanying me in the dog and park, and to my dog(s). I understand the risk that may result from fierce, aggressive, vicious and dangerous dogs, which may be present in the Dog Park.

*I further understand and assume the risk that*:

- √ Although required for access, not all dogs present in the Dog Park may have current rabies vaccine as required by law.
- √ Some dogs using the Dog Park may not have been vaccinated for rabies, distemper, Parvo, or Bordetella, all of which could result in injuries to humans and other dogs.
- √ Dogs may escape over or under fences.
- √ Water sources other than the provided watering dishes in the Dog Park may be hazardous to dogs.
- √ Park vegetation may have burrs or seeds that could become tangled in the dog's coat or lodge in a dog's feet, ears, nose, or eyes.
- √ Snakes, mosquitos, ticks, chiggers, fleas, or other insects and animals may be present in the Dog Park.

Any or all of these may injure or infect my dog(s). I understand and expressly assume all additional risks.

It is my understanding that no agent or employee of the City of Jacksonville Beach will supervise the Dog Park at any time. I further understand that the City of Jacksonville Beach does not assume liability for loss or damage for any kind of injury sustained by any human or dog while using the Dog Park.

I, therefore, expressly assume all risks associated with using the Dog Park, as well as fixtures and equipment located therein, in an unsupervised manner.

By signing this Waiver and Release of Liability, I hereby fully and forever release and discharge the City of Jacksonville Beach and their employees and agents from any and all claims, demands, rights of action, or causes of action present or future, whether the same be known or unknown, anticipated or unanticipated, resulting from or arising out of my use or intended use of said Paws Park. I fully and forever release and discharge the City of Jacksonville Beach and their employees from any and all negligent acts and omissions in the same, and intend to be legally bound by this Waiver and Release of Liability.

I HAVE READ THE WAIVER AND RELEASE OF LIABILITY AND UNDERSTAND AND AGREE WITH ITS CONTENT. I HAVE ALSO REVIEWED THE RULES AND REGULATIONS AND AGREE TO COMPLY WITH THEM.

Owner's Signature ______________________________________

Date _____________________

**CITY OF JACKSONVILLE BEACH**
**PAWS PARK**
Member Shot Record

***NOTE:** You may attach your dog's shot records from your veterinarian's office in lieu of completing this page. The shot records must be up to date.

| **Services** | **Date Good Until** |
|---|---|
| Rabies | ______________________________ |
| DHP-PV Adult | ______________________________ |
| Bordetella K-9 | ______________________________ |
| Spay/Neuter | ______________________________ |
| Weight | ______________________________ |
| License/Registration Tag | ______________________________ |

Name of Dog ____________________________

Owner ____________________________

Address ____________________________

City, State, Zip ____________________________

Name of Veterinary Hospital ____________________________

Veterinarian's Signature ____________________________

Date ____________________________