

REGULAR MEETING OF THE FLAGLER BEACH CITY COMMISSION THURSDAY, SEPTEMBER 10, 2015 AT 5:30 P.M. AND TO BE CONTINUED UNTIL ITEMS ARE COMPLETE. CITY HALL, 105 S. SECOND STREET, FLAGLER BEACH, FL

#### AGENDA

1. Call the meeting to order.
2. Pledge of Allegiance followed by a moment of silence to honor our Veterans, Members of the Armed Forces and First Responders.
3. Proclamations and Awards.
  - A. Certificates of Recognition to Mark (Andy) Thomas and Morgan Walden for obtaining Paramedic Certification from the State of Florida.
4. Deletions and Changes to the Agenda.
5. Comments regarding items not on the agenda. Citizens are encouraged to speak. However, comments should be limited to three minutes.

#### CONSENT AGENDA

6. Approve the Regular Meeting Minutes of August 27, 2015, the Special Meeting of August 6, 2015 and the Workshop Meeting(s) of August 6, and 11, 2015.

#### GENERAL BUSINESS

7. Award Contract to McMahan Construction Co., Inc. for Waste Water Treatment Plant Improvements for FY 2015 in an amount not to exceed \$266,000.
8. Consider a request from the Economic Development Task Force to sunset the Committee – Joseph Pozzuoli, Vice Chairman.
9. Consider entering into an Interlocal Agreement with Flagler County for Information Technology Services.
10. Discuss the process and set workshop date(s) for review of the application that have been received, thus far, for the position of City Manager – Commissioner Shupe.
11. Receive Quarterly Budget Report – Bruce Campbell, City Manager.

#### COMMISSION COMMENTS

12. Commission comments, including reports from meetings attended.

#### PUBLIC HEARINGS

13. Ordinance 2015-10, an ordinance by the City Commission of the City of Flagler Beach, Florida, amending the Code of Ordinance, Chapter 6, Beaches and Recreation, Article II, Municipal Pier; Section 6-27; and creating Section 6-28 Use Charges, to establish a fee

for the rental of the Pier structure for Special Events; providing for severability; inclusion in the Code of Ordinance; conflict; and an effective date – first reading.

### STAFF REPORTS

#### 14. Staff Reports.

#### 15. Adjournment.

**RECORD REQUIRED TO APPEAL:** In accordance with Florida Statute 286.0105 if you should decide to appeal any decision the Commission makes about any matter at this meeting, you will need a record of the proceedings. You are responsible for providing this record. You may hire a court reporter to make a verbatim transcript, or you may buy a CD of the meeting for \$3.00 at the City Clerk's office. Copies of CDs are only made upon request. The City is not responsible for any mechanical failure of the recording equipment. In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk at (386) 517-2000 ext 233 at least 72 hours prior to the meeting. The City Commission reserves the right to request that all written material be on file with the City Clerk when the agenda item is submitted.



cannot proceed with the project as currently specified. As I view it, we have three options to consider:

1. Utilize the T & D Infrastructure reserve of \$50,000 that is already provided for in the 2014-2015 FY budget. We have no projects identified, or have we expensed any of these dollars to date.
2. Amend the 2014-15 FY Utility Fund Capital Budget to cover the \$34,419 shortfall.
3. Spread the capital part of the project over two budget years (2015 and 2016) making provision in 2016 FY Utility Capital Budget to cover shortfall. For instance, the north clarifier rehab is a cost of \$54,000. We could postpone awarding of this portion until post October 1, 2015 – “pushing” into the 2016 FY Budget

Staff recommends option #1 – utilizing \$34,419 of the \$50,000 available T & D Infrastructure Reserve to cover project cost shortfall and award contract in total now.

BRAD T. BLAIS, P.E.  
DAVID A. KING, P.E.  
ANDREW M. GIANNINI, P.E.  
KEVIN A. LEE, P.E.

Quentin L. Hampton Associates, Inc.  
*Consulting Engineers*  
P.O. DRAWER 290247  
PORT ORANGE, FLORIDA 32129-0247

TELEPHONE: (386) 761-6810  
FAX: (386) 761-3977  
EMAIL: qlha@qlha.com

August 19, 2015

Robert Smith, Public Works Director  
City of Flagler Beach  
105 Second Street  
Flagler Beach, FL 32136

Email: [rsmith@cityofflaglerbeach.com](mailto:rsmith@cityofflaglerbeach.com)

Hard Copy Mailed Only on Request

**CITY OF FLAGLER BEACH  
WWTP IMPROVEMENTS FY15  
AWARD RECOMMENDATION**

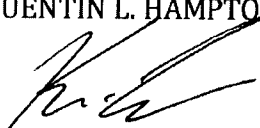
Dear Bob,

As you are aware, the City received bids for the above referenced project on August 17, 2015. Three (3) contractors submitted bids of which McMahan Construction Co., Inc., of DeLand submitted the lowest with a base bid of \$266,000.00.

We have reviewed McMahan Construction's bid package and have found it in order and responsive. Our firm has worked with McMahan Construction on several projects in the past and know them as a competent contractor. We, therefore, recommend award of this project to McMahan Construction Co., Inc. for the amount of \$266,000.00.

Please contact our office if there are any questions.

Sincerely,  
QUENTIN L. HAMPTON ASSOCIATES, INC.



Kevin A. Lee, P.E.  
Project Manager

KAL:bf

Enclosure: Bid Tabulation & McMahan Construction Co.'s. Schedule of Unit Prices

cc: Penny Overstreet, CMC - [POverstreet@CityOfFlaglerBeach.com](mailto:POverstreet@CityOfFlaglerBeach.com)  
QLH files

**WWTP IMPROVEMENTS FY15**  
**BID DATE: MONDAY, AUGUST 17, 2015**  
**BID TABULATION**

McMahan Construction				TLC Diversified			Petticoat-Schmitt		
Item	Description	Est. Qty.	Unit	Unit Cost	Cost	Unit Cost	Cost	Unit Cost	Cost
A	Base Bid								
1	Mechanical Bar Screen	1	LS	\$104,000.00	\$104,000.00	\$117,300.00	\$117,300.00	\$135,200.00	\$135,200.00
2	VFDs and Aerator Controls	1	LS	\$103,000.00	\$103,000.00	\$119,700.00	\$119,700.00	\$153,800.00	\$153,800.00
3	Clarifier Rehab	1	LS	\$54,000.00	\$54,000.00	\$78,700.00	\$78,700.00	\$84,700.00	\$84,700.00
4	Allowance for Metal Replacement	1	LS	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
				TOTAL BASE BID			\$320,700.00		\$378,700.00

**SECTION 00310**  
**SCHEDULE OF UNIT PRICES**  
**WWTP IMPROVEMENTS FY15**

Item	Description	Est. Qty.	Unit	Unit Cost	Cost
A	Base Bid				
1	Mechanical Bar Screen				104,000.00
2	VFDs and Aerator Controls				103,000.00
3	Clarifier Rehab				54,000.00
4	Allowance for Metal Replacement	1		\$5,000.00	\$5,000.00
TOTAL BASE BID					266,000.00

Submitted by: John Justus, Jr., Executive Vice President

Contractor: McMahan Construction Co., Inc.

Address: 123 East Indiana Avenue, DeLand, FL 32724

Telephone: (386) 734-1071

Fax: (386) 738-2692

State of Florida General Contractor (Required Information)

Licensee: John Justus, Jr., Exec. V.P.

License No. CGC059437 & CUC057309



# City of Flagler Beach

## AGENDA ITEM # 9

### Item Summary and Recommendation

**SUBJECT:** Consider entering into an Interlocal Agreement with Flagler County for Information Technology Services.

**BACKGROUND:** During the 2015-2016 budget development process, City Manager Campbell contacted Flagler County Administrator Craig Coffey to discuss the possibility of the County managing the City's Information Technology. During these conversations, it was determined there would be a significant savings for the City if we were to part with our current service provider James Moore & Co. Members of staff met with County Staff to review the Interlocal Agreement on Monday, August 31, 2015. County Staff members are certified/cleared to work on our Police servers/software/equipment as required by FDLE. The City will retain ownership/management of its licenses for software and maintenance agreements, as well as several other services the City utilizes, such as our email archive.

Notable items are the \$10,000 to \$15,000 savings, and the low priority response time reduced from 24 to 72 hours down to 24 hours.

**ATTACHMENTS:** Interlocal Agreement

**RECOMMENDATION:** Given the benefits of the reduced budget for IT and the proposed reduction in response time to low level issues, staff recommends the Commission approve the Interlocal Agreement.

**SUBMITTED BY:** Penny Overstreet, City Clerk

#### **Staff Comments:**

**City Manager:** Utilizing Flagler County for IT Services was considered when the 2016 FY budget was being developed. Staff has reviewed the agreement and met to discuss agreement. Staff is recommending your approval of the Interlocal Agreement.



**FLAGLER COUNTY/ CITY OF FLAGLER BEACH**  
**INTERLOCAL AGREEMENT FOR INFORMATION**  
**TECHNOLOGY SERVICES**

**THIS INTERLOCAL AGREEMENT** is made and entered into this 10th day of September, 2015 between **FLAGLER COUNTY, FLORIDA** (hereinafter referred to as "COUNTY"), a political subdivision of the State of Florida whose address is 1769 East Moody Boulevard, Building #2, Bunnell, Florida 32110; the **CITY OF FLAGLER BEACH, FLORIDA** (hereinafter referred to as "CITY"), a municipal corporation of the State of Florida whose address is 105 South Second Street, Flagler Beach, Florida 32136, and, collectively known as the "Parties".

**WITNESSETH:**

**WHEREAS**, this Agreement is authorized by the Florida Intergovernmental Cooperation Act of 1969, Section 163.01, Florida Statutes, et seq., which authorizes the joint exercise by two or more public agencies of any power common to them and is authorized under other applicable law; and

**WHEREAS**, the Act permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other units of government on a basis of mutual advantage; and

**WHEREAS**, the CITY has identified an opportunity to utilize COUNTY information technology services at a cost-savings to their residents; and

**WHEREAS**, the COUNTY and CITY desire to enter into this Agreement to provide for the delivery of information technology services by COUNTY to CITY and to set forth how such services will be provided.

**NOW, THEREFORE**, in consideration of the foregoing and for other goods and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, COUNTY and CITY agree as follows:

**SECTION 1. RECITALS.** The above recitals are true and correct and form a material part of this Interlocal Agreement upon which the parties have relied.

**SECTION 2. INTENT.** The intent of this Interlocal Agreement is to coordinate certain matters relative to information technology services and to provide a means by

which each governmental entity may exercise cooperatively its respective powers and privileges in order to further a common goal.

### **SECTION 3. GENERAL PROVISIONS.**

3.1 Purpose. The purpose of this Agreement is for the COUNTY's Innovative Technology Department to provide specified services and equipment to CITY for Innovation Technology Services (hereinafter, "IT Services") as provided for herein.

3.2 County Coordination. The County's Innovation Technology Director shall be the COUNTY's liaison to CITY for purposes of performance, interpretation and implementation of this Agreement.

3.3 Increases in Service. COUNTY agrees to provide the personnel and equipment necessary to provide the IT services reflected herein. Should CITY desire the COUNTY to provide services either different in kind, or at a higher level than that contemplated herein, CITY shall make a written request therefore to the COUNTY. Any agreement modification increase services shall be reduced to writing and approved by both Parties.

### **SECTION 4. SPECIFIC SERVICES.**

4.1 Electronic Equipment Repair and Maintenance. COUNTY will provide IT Services (ITS) to CITY on a regular basis during the term of this Agreement. The COUNTY shall provide electronic equipment inspections, repair, and maintenance through use of properly trained and/or certified personnel consistent with all applicable federal, state, local and industry standards. The COUNTY's ITS repair office, with its fixed equipment and surrounding land (hereinafter "Premises") at 1769 E. Moody Blvd, Building #3, Bunnell, Florida, will be used as the maintenance and repair facility. The COUNTY shall maintain and operate the Premises in a safe and functional manner.

4.2 Scope of Services. The COUNTY agrees to provide the personnel and technical equipment for the services reflected herein.

- A. The County will provide IT maintenance, oversight, management, procurement and replacement services for: computers, servers, phones and systems, copiers, cameras, cell phones, emergency CAD systems, mobile data, and generally related IT issues.

The following specific hardware is covered as part of this agreement:

- 15 servers (Combination of virtual and physical servers).
- 55 End User Devices (Combination of Desktop PC's/Notebooks/Laptops/ Tablets).

- B. The County pledges to work with the City on any IT related issues that are listed or may not be listed to help the City optimize technology to the greatest extent possible. The County IT Department can assist in planning for necessary hardware, software and/or parts, standardizing devices, organization IT policies, and can even assist in negotiating, on the behalf of the City, to secure such items.
- C. These services shall not generally include any of the City's website creation, website maintenance, or website information posting. Both Parties have contracted the creation of their websites and maintain the sites in-house with primarily non-IT staff. Again, the County will try to assist where possible with this issue.
- D. The Parties understand that specialty IT Services such as maintenance for E911, crime IT forensic, or E911 CAD main software, copier repair and similar issues will likely require outside maintenance agreements and support paid for by the respective entity.
- E. The County is not providing any software, hardware and/or parts under this agreement. The County is not providing training as part of this agreement. The cost of necessary equipment, maintenance, or replacement is at the full cost and responsibility of the City.

#### 4.3 IT Maintenance, Repair and Warranty Services.

- A. Preventative Maintenance Services.
- B. All unscheduled repairs including damage repairs.
- C. Warranty repairs coordination.
- D. On-demand checks/repairs for emergency personnel.
- E. Managing agreed upon IT maintenance services.
- F. Installation of new IT equipment unless outside vendor is used by a mutual agreement.
- G. Storage of IT equipment and replacement parts.
- H. COUNTY will work to provide spare or loaned equipment where quick repairs cannot be accomplished.
- I. Software updates as needed.

#### 4.4 Software and Hardware.

- A. Unless otherwise expressly agreed by the Parties in writing, CITY is responsible for procuring and maintaining all existing third-party licenses, leases, support, service, and other agreements for Supported Software and Supported Hardware. The County will assist and advise where possible on these issues.
- B. New software or hardware leased or licensed by CITY may receive maintenance support and services by COUNTY IT personnel.

#### 4.5 Acquisition and Disposal.

- A. New computer numbering and entry into the City's computer database/inventory.
- B. Development of specifications of new equipment.
- C. Decommissioning of computers and removing memory in preparation for sale/donation or proper disposal as authorized by the City.
- D. Identification of the most effective disposal method of surplus equipment in accordance with applicable state laws.
- E. The IT Director and CITY staff shall organize and oversee any acquisition and disposal; however the CITY shall retain the authority to select, dispose and to purchase IT hardware, software and other equipment as budgeted annually by the CITY.

4.6 Priority of Service/Assigned County Personnel. COUNTY shall allocate manpower and technical repair equipment for the performance of the agreed upon Services on a "high priority" basis for all emergency personnel. The non-emergency IT service needs will be handled in a more routine, systematic work order process.

- A. All COUNTY personnel assigned to perform agreed upon Services shall be as determined by the County and shall remain subject to COUNTY rules and regulations.
- B. In the event the CITY becomes dissatisfied with the performance with any of the County's assigned IT personnel, the CITY shall confer with the County Administrator to discuss possible remedies of the problems experienced by the CITY. The COUNTY agrees to act in good faith in resolving any problems identified by the CITY.

4.7 Level and Quality of Service.    Unscheduled repairs and scheduled maintenance and diagnostics

- A.    Maintenance: Electronic equipment is verified for hardware functionality and some systems are provided with software updates as needed.
- B.    Work Order Service: An IT help desk agent writes up work orders on each maintenance or repair request. The general methods of getting IT assistance are provided in Attachment A.
- C.    Response Time: The turnaround time for maintenance servicing is usually same day service. Technical repair equipment for the emergency personnel shall be on a "high priority" basis for all emergency personnel. The non-emergency IT service needs will be handled in a more routine, systematic work order process.

During maintenance/repairs, the innovative technology staff member may report deficiencies which cannot be easily repaired at such time and may involve down time by over one (1) day. When the repair involves securing parts not stocked by either the COUNTY or by local parts vendors, the downtime can be several days or longer. In any case, IT will make every effort to minimize downtime.

The table below is reflective of estimated response times.

Priority	Impact.	Maximum Response Time
High / Critical	All users and/or major functions or critical government processes are inoperable/unavailable.	1 hour
Medium	Over 30% of overall users are affected or a non-critical government process is inoperable/unavailable.	4 hours
Low	Under 30% of overall users are affected or a non-critical government process is inoperable/unavailable.	24 hours
Scheduled	Any scheduled maintenance or installation that is scheduled more than a week in advance.	As scheduled

Note: All time intervals reference regular business hours: Monday through Friday from 8am to 5pm, excluding County observed holidays.

- D. Quality of Service (QS): For the above services QS is measured by feedback received from users and quality checks performed by the IT Department Director.

#### 4.8 Records and Data Management.

- A. The COUNTY shall provide CITY with access to all records pertaining to, but not limited to repairs, inspections, maintenance and costs associated with the provision of information technology services to CITY owned systems and equipment.
- B. The COUNTY shall provide CITY the same level of system data management and restoration services utilized by COUNTY in accordance with all applicable local, state, and federal laws.

### **SECTION 5. SPECIAL PROVISIONS.**

5.1 COUNTY and CITY shall hold meetings from time to time as necessary to address, at a minimum, any issues and the services being provided by COUNTY.

5.2 The COUNTY and CITY staff together shall have the right to make minor deviations to this specific working Agreement, with respect to operational functionality in keeping spirit of the agreement.

5.3 IT Service Prerequisites. In order for the City's existing environment to be supported by the County IT staff, the following criteria must be met:

- A. Servers must be installed with Microsoft Windows Server Operating System, running the most current version of Windows or 1 version behind (currently Windows 2008 R2 or later).
- B. Desktop PC's and Notebooks/Laptops/Tablets must be installed with Microsoft Windows Operating System, running the most current version of Windows or 1 version behind (currently Windows 7 or later).
- C. All Server and Desktop Software must be genuine, licensed (prefer Microsoft EA or Open/Volume licensing), and supported by a 3<sup>rd</sup> party vendors (if applicable).
- D. You must have current, licensed, up-to-date, and vendor supported anti-virus software on all Servers, Desktops, and Notebooks/Laptops/Tablets.
- E. You must have current, licensed, up-to-date, and vendor supported backup software on all Servers. NOTE: All data should be stored on the servers to minimize data loss, should a Desktop PC's or Notebooks/Laptops/Tablets fail.

- F. You must have current, licensed, up-to-date, and vendor supported hardware firewall between internal networks, the Internet, HIPAA data, and any FBI CJIS information.
- G. All wireless data traffic in the environment must be securely encrypted using WPA2 encryption.
- H. All Servers should be located in a climate and access controlled environment, with backup UPS and generator power.
- I. All portable devices should be encrypted to minimize risk of data theft in case of the device being lost or stolen.
- J. Have off-site backup storage for disaster recovery purposes and user file storage services as deemed necessary.

Note: If the CITY does not currently meet the prerequisites upon commencement of this agreement, the COUNTY agrees to waive these requirements for up to 18 months to allow the City time bring its IT infrastructure up to these standards. The COUNTY will advise and assist the CITY with these issues.

**SECTION 6. BILLING AND PAYMENT.** The COUNTY will provide monthly billing to the CITY for information technology services at a monthly rate of \$4,165 totaling no more than \$50,000.00 annually unless otherwise altered in agreement by the Parties herein or identified as an additional cost for services provided by the COUNTY to the CITY not prescribed in this agreement.

**SECTION 7. EFFECTIVE DATE, COMMENCEMENT AND TERMINATION.** This Interlocal Agreement shall become effective on the date it is recorded with the Clerk of the Circuit Court in accordance with Section 163.01 (11), *Florida Statutes*, and shall be perpetual in effect, unless otherwise terminated by either party. The commencement of this Agreement shall begin on October 1, 2015, and may be terminated by either party, without cause, with 180 days written notice prior to October 1<sup>st</sup> of each year.

**SECTION 8. NOTICES.** Whenever either Party desires or is required to give notice unto the other, notice may be sent by hand delivery or by Certified Mail (return receipt requested) to:

**CITY OF FLAGLER BEACH**

City of Flagler Beach  
Attn: City Manager  
105 S. Second Street  
P.O. Box 70

**FLAGLER COUNTY**

Flagler County  
Attn: County Administrator  
1769 E. Moody Blvd  
Building 2, Suite 302

Any Party may change, by written notice as provided herein, the address or person for receipt of notices. Notice shall be deemed to have been given when received.

**SECTION 9. FORCE MAJEURE.** No party shall be considered in default in performance of its obligations hereunder to the extent that performance of such obligations, or any of them, is delayed or prevented by Force Majeure. Force Majeure shall include, but not be limited to, hostility, revolution, civil commotion, strike, epidemic, fire, flood, wind, earthquake, terrorism, hurricane, explosion, emergency declaration under state or local law, or any act of God or any cause whether of the same or different nature, existing or future; provided that the cause whether or not enumerated in this Section is beyond the control and without the fault or negligence of the Party seeking relief under this Section.

**SECTION 10. LIABILITY.**

10.1 Subject to the limits of liability provided by Section 768.28, Florida Statutes, or its successor, each party shall be liable for all damages or injury to persons or property caused solely by its actions, errors, omissions, neglect or mismanagement, or by the actions of any of its officers, agents and employees while engaged in the operations herein authorized, and for any actions or proceedings brought as a result of this Agreement.

10.2 Should a party be sued for actions that are solely the result of the other party, the other party shall be notified of such suit and, thereupon, shall have the duty to defend the suit.

10.3 Should judgment be awarded against a party in any such case where the party is solely at fault, the party shall forthwith pay the same and relieve the other party of any obligations relating thereto.

10.4 The Parties shall indemnify and save harmless the other party, its agents, officers and employees from any and all judgments recovered by anyone for personal injury, death or property damage, or any other theory of liability sustained by reason of any of the party's activities or for any actions or proceedings brought as a result of this Agreement and shall pay all expenses including, but not limited to, defense and legal costs and attorney's fees, in defending against any such claim made against the indemnified party or any of the indemnified party's agents, officers or employees.

10.5 Nothing herein shall be deemed or construed as a waiver of sovereign immunity by the COUNTY or the CITY and the Parties shall have and maintain at all times and for all purposes any and all rights, immunities and protections available under controlling legal precedent and as provided under Section 768.28, Florida Statutes, or its successor and as provided under other applicable law.



10.6 The liability provisions herein shall not inure to the benefit of any third Parties.

**SECTION 11. BINDING EFFECT.** Each party represents to the other that it has undertaken all necessary actions to enter into this Agreement, and that it has the legal authority to enter into this Agreement and to undertake all obligations imposed on it. The signatories hereof represent that they have the requisite legal authority to execute this Agreement and bind the respective Parties hereto.

**SECTION 12. RECORDS AND AUDITS.** The Parties shall maintain in their place of business all books, documents, papers and other evidence pertaining to work performed under this Agreement. Such records shall be available at any time that a party may reasonably request inspection and copying of said records.

**SECTION 13. COMPLIANCE WITH LAWS AND REGULATIONS.** In performing their obligations pursuant to the Agreement, the Parties shall abide by all laws, statutes, ordinances, rules, and regulations pertaining to or regulating the acts contemplated to be performed herein, including those now in effect and hereafter adopted. Any violation of said laws, statutes, ordinances, rules or regulations shall constitute a material breach of this Agreement.

**SECTION 14. CAPTIONS.** Section and other captions contained in this Agreement are provided for reference purposes only and are in no way intended to describe, interpret, define, or limit the scope, extent or intent of this Agreement, or any provision thereof.

**SECTION 15. ENTIRE AGREEMENT/MODIFICATION.** This Agreement constitutes the complete, integrated and entire agreement between the Parties with respect to the subject matter hereof, and supersedes any and all prior agreements, arrangements, contracts or understandings, whether oral or written, between the Parties, all of which, if any, have been integrated herein. This Agreement may not be amended, changed or modified and material provisions hereunder may not be waived, except by written document, of equal dignity herewith and signed by all Parties to this Agreement.

**SECTION 16. THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the formal Parties to this Agreement, and no right or cause of action shall accrue by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement, expressed or implied is intended or shall be construed to confer upon or give any other person or entity any right, remedy or claim under or by reason of this Agreement, or any provisions or conditions hereof, other than the Parties hereto and their respective representatives, successors and assigns.

**SIGNATURES ON FOLLOWING PAGE**

**In Witness Whereof, the Parties hereto have caused this Agreement to be executed as written above.**

**CITY COMMISSION  
CITY OF FLAGLER BEACH, FLORIDA**

**BY:** \_\_\_\_\_  
LINDA PROVENCHER, Mayor

**ATTEST:**

\_\_\_\_\_  
PENNY OVERSTREET, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Drew Smith

**BOARD OF COUNTY COMMISSIONERS  
FLAGLER COUNTY, FLORIDA**

**BY:** \_\_\_\_\_  
FRANK J. MEEKER, Chairman

**ATTEST:**


\_\_\_\_\_  
GAIL WADSWORTH, Clerk of the  
Circuit Court and Comptroller

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Al Hadeed, County Attorney

**ATTACHMENT A**  
**INTERLOCAL AGREEMENT FOR INFORMATION**  
**TECHNOLOGY SERVICES**

General methods of receiving IT service in accordance with the Agreement.

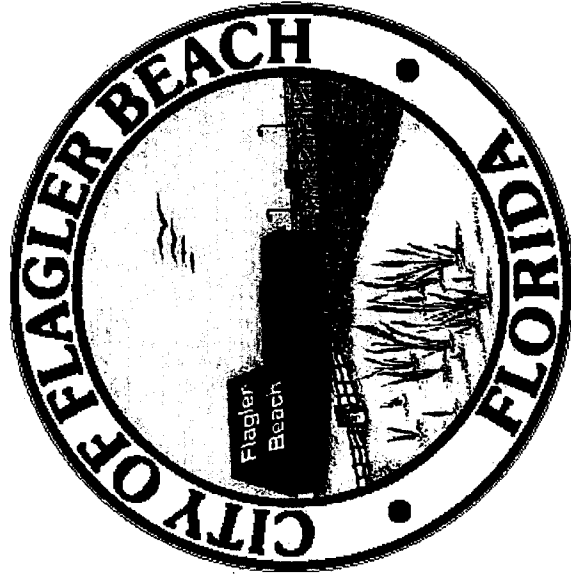
1. Via email: This creates an automatic help desk ticket and sends you a confirmation with a ticket number.
  - a. Send an email to [HelpDesk@flaglercounty.org](mailto:HelpDesk@flaglercounty.org)
  - b. Make sure to structure the subject line as follows: FB, Requestors name (First Initial, Last Name i.e. JSmith), Priority (High/Critical, Medium, Low, Scheduled), and 3-5 word summary of the issue.
  - c. In the body of the email, enter as many details as possible. This can include any attachments, screenshots, or verbiage that can help describe the issue you have and how to reproduce it, if possible.
  - d. You can reply back to the email that contains your ticket number with any status updates, cancellations, or updates as needed. The reply emails will be automatically added as comments to the original ticket.
2. Via phone:
  - a. During regular business hours (Monday through Friday from 8am to 5pm, excluding County observed holidays):
    - i. Call our help desk phone number at 386-313-4280.
    - ii. The IT staff will ask you for your name, a description of the issue, and the urgency of the problem.
  - b. During off hours when there are high / critical issues:
    - i. Call the Sheriff's Communication Center at 386. 
    - ii. Advise the Communications Staff that you need to speak to the on call County IT staff person.

# *City of Flagler Beach*

## *Budget Report*

*as of*

*July 31, 2015*



July 2015

# General Fund

		ACTUAL YEAR TO			
		ORIGINAL BUDGET	AMENDED BUDGET	DATE	
REVENUES				PERCENT REALIZED	PERCENT OF YEAR
Total Dept 3100-	AD VALOREM, SALES AND USE TAXES	3,459,222	3,459,222	92.97%	83.33%
Total Dept 3200-	LICENSE & PERMITS	212,831	212,831	77.68%	83.33%
Total Dept 3300-	INTERGOVERNMENTAL	572,001	596,204	58.05%	83.33%
Total Dept 3400-	CHARGES FOR SERVICE	57,013	57,013	71.91%	83.33%
Total Dept 3500-	FINES & FORFEITURES	52,600	52,600	63.70%	83.33%
Total Dept 3600-	MISCELLANEOUS REVENUE	68,383	88,645	66.65%	83.33%
<b>TOTAL Revenues</b>		<b>4,422,050</b>	<b>4,466,515</b>	<b>86.44%</b>	<b>83.33%</b>
					<b>3.11%</b>

		ACTUAL YEAR TO			
		ORIGINAL BUDGET	AMENDED BUDGET	DATE	
EXPENDITURES				PERCENT REALIZED	PERCENT OF YEAR
Total Dept 5111-	COMMISSION	64,252	66,616	73.71%	83.33%
Total Dept 5122-	EXECUTIVE	102,089	102,412	79.66%	83.33%
Total Dept 5123-	CITY CLERK	121,243	121,243	77.82%	83.33%
Total Dept 5131-	FINANCE	137,515	137,515	78.98%	83.33%
Total Dept 5141-	LEGAL	179,750	179,750	61.37%	83.33%
Total Dept 5191-	MAINTENANCE	220,110	220,110	80.40%	83.33%
Total Dept 5192-	GENERAL GOVERNMENT	786,461	850,811	76.67%	83.33%
Total Dept 5214-	POLICE DEPARTMENT	1,194,049	1,209,571	78.98%	83.33%
Total Dept 5215-	VICTIM'S ADVOCATE	75,985	69,039	79.51%	83.33%
Total Dept 5221-	FIRE DEPARTMENT	521,111	533,291	76.69%	83.33%
Total Dept 5241-	BUILDING & ZONING	121,030	125,830	70.62%	83.33%
Total Dept 5392-	GENERAL FUND CAPITAL	906,667	999,447	74.29%	83.33%
Total Dept 5411-	ROADS & STREETS	236,029	362,511	40.41%	83.33%
Total Dept 5711-	LIBRARY	92,352	93,948	72.16%	83.33%
Total Dept 5712-	MUSEUM	6,860	6,860	44.02%	83.33%
Total Dept 5722-	BEACH DEPARTMENT	162,409	162,409	64.52%	83.33%
Total Dept 5723-	DUNE CROSSOVERS	7,360	7,360	29.65%	83.33%
Total Dept 5800-	RECREATION	67,647	67,647	63.97%	83.33%
<b>TOTAL Expenditures</b>		<b>5,002,919</b>	<b>5,316,370</b>	<b>73.20%</b>	<b>83.33%</b>
					<b>-10.14%</b>

GENERAL FUND SUMMARY				ACTUAL YEAR TO
		ORIGINAL BUDGET	AMENDED BUDGET	DATE
TOTAL REVENUES		4,422,050	4,466,515	3,860,987
TRANSFERS OUT (INFRASTRUCTURE SURTAX)		633,273	633,273	
USE (RETURN) OF FUND BALANCE RESERVES		(52,404)	45,175	
ENCUMBERED FROM PRIOR YEAR			171,407	
TOTAL EXPENDITURES		5,002,919	5,316,370	3,891,415
<b>NET OF REVENUES &amp; EXPENDITURES</b>		-	-	<b>(30,428)</b>

July 2015

## CRA Fund

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3100-	TAX INCREMENT FUNDING	115,782	115,782	99.80%	83.33%	16.47%
Total Dept 3200-	LICENSE AND PERMITS	-	-	#DIV/0!	83.33%	#DIV/0!
Total Dept 3600-	MISCELLANEOUS REVENUE	-	14,500	100.00%	83.33%	16.67%
<b>TOTAL Revenues</b>		<b>115,782</b>	<b>130,282</b>	<b>99.82%</b>	<b>83.33%</b>	<b>16.49%</b>

EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5391-	FUND EXPENSE	94,516	109,016	87.47%	83.33%	4.14%
Total Dept 5392-	FUND CAPITAL	-	-	#DIV/0!	83.33%	#DIV/0!
<b>TOTAL Expenditures</b>		<b>94,516</b>	<b>109,016</b>	<b>87.47%</b>	<b>83.33%</b>	<b>4.14%</b>

### CRA FUND SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	DATE
TOTAL REVENUES	115,782	130,282	130,052
USE (RETURN) OF FUND BALANCE RESERVES	(21,266)	(21,266)	0
ENCUMBERED FROM PRIOR YEAR	-	0	95,358
TOTAL EXPENDITURES	94,516	109,016	34,694
<b>NET OF REVENUES &amp; EXPENDITURES</b>			

## Building Code Inspection Fund

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3200-	LICENSE & PERMITS	117,750	117,750	120.33%	83.33%	36.99%
<b>TOTAL Revenues</b>		<b>117,750</b>	<b>141,686</b>	<b>120.33%</b>	<b>83.33%</b>	<b>36.99%</b>

EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5242-	BUILDING CODE INSPECTION	131,145	131,145	78.35%	83.33%	-4.98%
<b>TOTAL Expenditures</b>		<b>131,145</b>	<b>102,750</b>	<b>78.35%</b>	<b>83.33%</b>	<b>-4.98%</b>

### BUILDING CODE INSPECTION FUND SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	DATE
TOTAL REVENUES	117,750	117,750	141,686
USE (RETURN) OF FUND BALANCE RESERVES	17,145	17,145	(8,053)
TRANSFERS OUT (EDUCATION FEES)	(3,750)	(3,750)	102,750
TOTAL EXPENDITURES	131,145	131,145	30,883
<b>NET OF REVENUES &amp; EXPENDITURES</b>			

July 2015

# Pier Fund

## REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3400- CHARGES FOR SERVICE	272,561	272,561	230,722	84.65%	83.33%	1.32%
Total Dept 3600- MISCELLANEOUS REVENUE	80,300	80,300	81,889	101.98%	83.33%	18.65%
<b>TOTAL Revenues</b>	<b>352,861</b>	<b>352,861</b>	<b>312,611</b>	<b>88.59%</b>	<b>83.33%</b>	<b>5.26%</b>

## EXPENDITURES

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5725- PIER BAIT SHOP	346,308	346,308	259,492	74.93%	83.33%	-8.40%
<b>TOTAL Expenditures</b>	<b>346,308</b>	<b>346,308</b>	<b>259,492</b>	<b>74.93%</b>	<b>83.33%</b>	<b>-8.40%</b>

## PIER FUND SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	352,861	352,861	312,611
USE (RETURN) OF FUND BALANCE RESERVES	(6,553)	(6,553)	
TOTAL EXPENDITURES	346,308	346,308	259,492
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>53,119</b>

July 2015

## Utility Fund

### REVENUES

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3400	2,723,523	2,723,523	2,304,021	84.60%	83.33%	1.26%
Total Dept 3500	33,093	33,093	27,311	82.53%	83.33%	-0.81%
Total Dept 3600	88,975	88,975	333,018	374.28%	83.33%	290.95%
<b>TOTAL Revenues</b>	<b>2,845,591</b>	<b>2,845,591</b>	<b>2,664,350</b>	<b>93.63%</b>	<b>83.33%</b>	<b>10.30%</b>

### EXPENDITURES

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5331-	638,639	638,639	457,901	71.70%	83.33%	-11.63%
Total Dept 5332-	241,384	241,384	167,787	69.51%	83.33%	-13.82%
Total Dept 5351-	548,330	548,330	407,078	74.24%	83.33%	-9.09%
Total Dept 5352-	69,999	69,999	46,223	66.03%	83.33%	-17.30%
Total Dept 5391-	889,630	902,563	780,839	86.51%	83.33%	3.18%
Total Dept 5392-	1,033,000	1,702,178	636,426	37.39%	83.33%	-45.94%
<b>TOTAL Expenditures</b>	<b>3,420,982</b>	<b>4,103,093</b>	<b>2,496,254</b>	<b>60.84%</b>	<b>83.33%</b>	<b>-22.49%</b>

### UTILITY FUND SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	2,845,591	2,845,591	2,664,350
USE (RETURN) OF FUND BALANCE RESERVES	635,167	635,167	
TRANSFERS OUT (RESTRICTED IMPACT FEES)	(59,776)	(59,776)	(226,023)
ENCUMBERED FROM PRIOR YEAR	0	682,111	
TOTAL EXPENDITURES	3,420,982	4,103,093	2,496,254
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>(57,927)</b>

**NOTE:** High balance in Miscellaneous Revenue due to collection of Sewer & Water Impact Fees  
These are transferred out as restricted.



July 2015

## Sanitation Fund

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3400	920,024	920,024	759,749	82.58%	83.33%	-0.75%
Total Dept 3500	10,000	10,000	8,648	86.48%	83.33%	3.15%
Total Dept 3600	9,800	9,800	8,346	85.16%	83.33%	1.83%
TOTAL Revenues	939,824	939,824	776,743	82.65%	83.33%	-0.69%

EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5341	804,649	804,649	581,056	72.21%	83.33%	-11.12%
Total Dept 5391	59,732	59,732	56,591	94.74%	83.33%	11.41%
Total Dept 5392	185,000	185,000	0	0.00%	83.33%	-83.33%
TOTAL Expenditures	1,049,381	1,049,381	637,647	60.76%	83.33%	-22.57%

### SANITATION FUND SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	939,824	939,824	776,743
USE (RETURN) OF FUND BALANCE RESERVES	109,557	109,557	
TOTAL EXPENDITURES	1,049,381	1,049,381	637,647
NET OF REVENUES & EXPENDITURES	-	-	139,096

## Stormwater Fund

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3300	0	292,773	192,334	65.69%	83.33%	-17.64%
Total Dept 3400	207,360	239,860	195,836	81.65%	83.33%	-1.69%
Total Dept 3500	2,500	2,500	2,151	86.04%	83.33%	2.71%
Total Dept 3600	902	24,802	24,763	99.84%	83.33%	16.51%
TOTAL Revenues	210,762	559,935	415,084	74.13%	83.33%	-9.20%

EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5391-	219,740	243,640	118,480	48.63%	83.33%	-34.70%
Total Dept 5392-	30,000	442,521	273,711	61.85%	83.33%	-21.48%
TOTAL Expenditures	249,740	686,161	392,191	57.16%	83.33%	-26.18%

### STORMWATER FUND SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	210,762	559,935	415,084
USE (RETURN) OF FUND BALANCE RESERVES	38,978	38,978	
ENCUMBERED FROM PRIOR YEAR		87,248	
TOTAL EXPENDITURES	249,740	686,161	392,191
NET OF REVENUES & EXPENDITURES	-	-	22,893

July 2015

# All Funds Budget Report

## REVENUES

FUND	ORIGINAL BUDGET	AMENDED BUDGET	DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
001	4,422,050	4,637,922	3,860,987	83.25%	83.33%	-0.09%
101	94,516	109,016	130,052	119.30%	83.33%	35.96%
102	117,750	117,750	141,686	120.33%	83.33%	36.99%
103	352,861	352,861	312,611	88.59%	83.33%	5.26%
304	38,827	38,827	25,576	65.87%	83.33%	-17.46%
401	3,480,758	4,162,869	2,664,349	64.00%	83.33%	-19.33%
403	1,049,381	1,049,381	776,743	74.02%	83.33%	-9.31%
405	210,762	559,935	415,084	74.13%	83.33%	-9.20%
TOTAL REVENUES	9,766,905	11,028,561	8,327,087	75.50%	83.33%	-7.83%

## EXPENDITURES

FUND	ORIGINAL BUDGET	AMENDED BUDGET	DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
001	4,422,050	4,637,922	3,891,415	83.90%	83.33%	0.57%
101	94,516	109,016	95,358.00	87.47%	83.33%	4.14%
102	134,895	134,895	110,803	82.14%	83.33%	-1.19%
103	346,308	346,308	259,492	74.93%	83.33%	-8.40%
304	38,827	38,827	25,576	65.87%	83.33%	-17.46%
401	3,480,760	4,162,872	2,722,277	65.39%	83.33%	-17.94%
403	1,049,381	1,049,381	637,647	60.76%	83.33%	-22.57%
405	210,762	647,183	392,191	60.60%	83.33%	-22.73%
TOTAL EXPENDITURES	9,777,499	11,126,404	8,134,759	73.11%	83.33%	-10.22%

## REVENUES LESS EXPENDITURES

FUND	DATE
001	GENERAL FUND (30,428)
101	CRA FUND 34,694
102	BUILDING CODE INSPECTION FUND 30,883
103	PIER FUND 53,119
401	UTILITY FUND (57,928)
403	SANITATION FUND 139,096
405	STORMWATER FUND 22,893
TOTAL REVENUES LESS EXPENDITURES	192,329

08/20/2015 03:24 PM  
User: KDoyle  
DB: Flagler

JOURNAL REGISTER FOR Flagler Beach  
Post Dates: 06/01/2015 to 07/31/2015  
Posted and Unposted Journal Entries

Budget  
Line Transfers  
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Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
4034 POSTED BY KDoyle 001.5191.464100 001.5191.606400	06/02/2015 VEHICLE REPAIRS & MAINTENANCE CAPITALIZED EQUIPMENT	BA	INCREASE FOR VEHICLE REPAIR	KDoyle		400.00
					400.00	400.00
4053 POSTED BY KDoyle 001.3600.384000 001.5711.304600	06/10/2015 Other Funding Sources REPAIRS & MAINTENANCE	BA	USE OF LIBRARY DONATION FUND	KDoyle		
					238.87	238.87
					238.87	238.87
4054 POSTED BY KDoyle 001.5711.304600 001.5711.606600	06/10/2015 REPAIRS & MAINTENANCE LIB. BOOKS & PUBLICATIONS	BA	COVER REPAIRS & MAINT	KDoyle		12.22
					12.22	12.22
4055 POSTED BY KDoyle Notes: USE 606401 NOT 606400 001.5191.606400 001.5191.606401	06/10/2015 CAPITALIZED EQUIPMENT EQUIPMENT	BA	CORRECTION	KDoyle		652.03
					652.03	652.03
4057 POSTED BY KDoyle 001.5192.304300 001.5192.304901	06/11/2015 UTILITY SERVICES LEGAL & PERSONAL NOTICES	BA	INCREASE FOR LEGAL ADS	KDoyle		
					700.00	700.00
					700.00	700.00
4058 POSTED BY KDoyle 001.5192.304300 001.5192.304901	06/11/2015 UTILITY SERVICES LEGAL & PERSONAL NOTICES	BA	TO REVERSE MANUAL JOURNAL ENTRY: 4057	KDoyle		
					700.00	700.00
					700.00	700.00
4062 POSTED BY KDoyle 001.5192.909302 001.5192.304901	06/17/2015 RESER. FOR CONTINGENCIES LEGAL & PERSONAL NOTICES	BA	INCREASE LEGAL NOTICES	KDoyle		
					3,500.00	3,500.00
					3,500.00	3,500.00
4078 POSTED BY KDoyle 001.5214.305200 001.5214.304600	06/19/2015 OPERATING SUPPLIES REPAIRS & MAINTENANCE	BA	REPAIR MOBILE LIGHTING FOR FIRST FRIDAY	KDoyle		
					1,900.00	1,900.00
					1,900.00	1,900.00
4079 POSTED BY KDoyle 001.5214.304700 001.5214.305200	06/19/2015 PRINTING & BINDING OPERATING SUPPLIES	BA	INCREASE FOR MOTEL POSTERS	KDoyle		
					100.00	100.00
					100.00	100.00
4085 POSTED BY KDoyle 001.5800.305200.013 001.5800.305200	06/23/2015 FOURTH OF JULY OPERATING SUPPLIES	BA	JULY 4TH EVENT	KDoyle		
					19,000.00	19,000.00
					19,000.00	19,000.00
4086 POSTED BY KDoyle 001.5221.464100 001.5221.304601 001.5221.606401	06/23/2015 VEHICLE REPAIRS & MAINTENANCE R&M MACHINERY & EQUIPMENT EQUIPMENT	BA	INCREASE VEHICLE REP & MAINT	KDoyle		
					1,500.00	2,500.00
					1,000.00	

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
					2,500.00	2,500.00
4105	06/25/2015	BA	RES 2015-18	KDoyle		
POSTED BY KDoyle						
001.5392.606300.036	IMPROVEMENTS					
001.3800.389102	AMENDED APPROPRIATED FUND BALANCE			92,780.00		92,780.00
001.5241.303101	Professional Service - Design					
001.3800.389102	AMENDED APPROPRIATED FUND BALANCE			4,800.00		4,800.00
001.5214.464100	VEHICLE REPAIRS & MAINTENANCE					
001.3600.369200	INSURANCE PROCEEDS			3,061.35		3,061.35
					100,641.35	100,641.35
4104	06/30/2015	BA	S 8TH ST PARKING LOT IMPROVEMENTS	KDoyle		
POSTED BY KDoyle						
001.5411.606300.042	IMPROVEMENTS					
001.5411.304600	REPAIRS & MAINTENANCE			6,000.00		6,000.00
					6,000.00	6,000.00
4106	06/30/2015	BA	INCREASE FOR SIGNS	KDoyle		
POSTED BY KDoyle						
001.5411.305200	OPERATING SUPPLIES					
001.5411.304601	R&M MACHINERY & EQUIPMENT			100.00		100.00
					100.00	100.00
4107	06/30/2015	BA	COVER REP & MAINT IN MAINTENANCE DEPT	KDoyle		
POSTED BY KDoyle						
001.5191.303100	PROFESSIONAL SERVICES			1,000.00		
001.5191.304600	REPAIRS & MAINTENANCE					1,000.00
				1,000.00		1,000.00
4111	06/30/2015	BA	INCREASE FOR WINDOW REPAIR	KDoyle		
POSTED BY KDoyle						
001.5192.304600	REPAIRS & MAINTENANCE					
001.5192.304500	INSURANCE			72.00		72.00
					72.00	72.00
4145	06/30/2015	BA	TO REVERSE MANUAL JOURNAL ENTRY: 4062	KDoyle		
POSTED BY KDoyle						
001.5192.909302	RESER. FOR CONTINGENCIES					
001.5192.304901	LEGAL & PERSONAL NOTICES			3,500.00		3,500.00
					3,500.00	3,500.00
4153	06/30/2015	BA	INCREASE FOR NEWSPAPER	KDoyle		
POSTED BY KDoyle						
103.5725.305400	MEMBRSHPS SUBSCRPTS DUES					
103.5725.304900	OTHER CURRENT CHARGES			250.00		250.00
					250.00	250.00
4155	06/30/2015	BA	CORRECTION TO RESOLUTION	KDoyle		
POSTED BY KDoyle						
001.5241.303101	Professional Service - Design			4,800.00		
001.5241.303100	PROFESSIONAL SERVICES					4,800.00
				4,800.00		4,800.00
4180	06/30/2015	BA	INCREASE OPER SUPPLIES WWTP	KDoyle		
POSTED BY KDoyle						
Notes: DID NOT NEED \$5625 BUDGETED TO RENEW NEFTS PERMIT						
401.5351.305200	OPERATING SUPPLIES					
401.5351.305400	MEMBRSHPS SUBSCRPTS DUES			5,625.00		5,625.00
					5,625.00	5,625.00
4181	06/30/2015	BA	COVER PROFESSIONAL SERVICES T&D	KDoyle		
POSTED BY KDoyle						
Notes: HAD TO HIRE TEMP LABOR DUE TO STAFF CHANGES						
401.5332.303100	PROFESSIONAL SERVICES					
401.5332.101200	SALARY			4,500.00		4,500.00
					4,500.00	

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
4182 POSTED BY KDoyle	06/30/2015	BA	NEED FUNDS FOR REP & MAINT IN T & D	KDoyle	4,500.00	4,500.00
401.5332.304601	R&M MACHINERY & EQUIPMENT					
401.5332.305200	OPERATING SUPPLIES				2,771.00	
401.5332.464100	VEHICLE REPAIRS & MAINTENANCE				2,342.00	
401.5332.304600	REPAIRS & MAINTENANCE				438.00	
						5,551.00
					5,551.00	5,551.00
4183 POSTED BY KDoyle	06/30/2015	BA	MOVE TO REP & MAINT IN MAINTENANCE DEPT	KDoyle		
001.5191.304800	PROMOTIONAL ACTIVITIES				870.00	
001.5191.304600	REPAIRS & MAINTENANCE					870.00
					870.00	870.00
4186 POSTED BY KDoyle	06/30/2015	BA	INCREASE FOR WTP MEMBERSHIP	KDoyle		
401.5331.305400	MEMBRSHPS SUBSCRPTS DUES					105.00
401.5351.304000	TRAVEL/TRAINING				105.00	
					105.00	105.00
4110 POSTED BY KDoyle	07/01/2015	BA	USE OF DONATION FUNDS	KDoyle		
001.5711.304600	REPAIRS & MAINTENANCE					19.98
001.3600.384000	Other Funding Sources				19.98	
					19.98	19.98
4119 POSTED BY KDoyle	07/08/2015	BA	REPAIR AC AT PD	KDoyle		
001.5191.304600	REPAIRS & MAINTENANCE					2,325.00
001.5191.606401	EQUIPMENT				2,325.00	
					2,325.00	2,325.00
4121 POSTED BY KDoyle	07/08/2015	BA	DUNE POST & ROPE	KDoyle		
001.5392.606300.042	ROPE & POST BEACH					15,000.00
001.5392.606300	IMPROVEMENTS				15,000.00	
					15,000.00	15,000.00
4174 POSTED BY KDoyle	07/21/2015	BA	INCREASE FOR MEMBERSHIP	KDoyle		
001.5123.303100	PROFESSIONAL SERVICES				50.00	
001.5123.305400	MEMBRSHPS SUBSCRPTS DUES					50.00
					50.00	50.00
4176 POSTED BY KDoyle	07/21/2015	BA	INCREASE FOR OPERATING SUPPLIES	KDoyle		
001.5191.304000	TRAVEL/TRAINING				100.00	
001.5191.305200	OPERATING SUPPLIES					100.00
					100.00	100.00
4210 POSTED BY KDoyle	07/31/2015	BA	INCREASE FOR ACTUAL COSTS PLUS OBSERVER	KDoyle		
001.5800.305200.013	FOURTH OF JULY					5,300.00
001.5800.305200	OPERATING SUPPLIES				5,300.00	
					5,300.00	5,300.00
4218 POSTED BY KDoyle	07/31/2015	BA	INCREASE GASOLINE STREETS	KDoyle		
001.5411.464105	GASOLINE & DIESEL FUEL					500.00
001.5411.304601	R&M MACHINERY & EQUIPMENT				500.00	
					500.00	500.00
4242 POSTED BY KDoyle	07/31/2015	BA	INCREASE FOR JULY 4TH AD	KDoyle		
001.5800.305200.013	FOURTH OF JULY					475.00
001.5800.305200	OPERATING SUPPLIES				475.00	
					475.00	475.00

08/20/2015 03:24 PM  
User: KDoyle  
DB: Flagler

JOURNAL REGISTER FOR Flagler Beach  
Post Dates: 06/01/2015 to 07/31/2015  
Posted and Unposted Journal Entries

Page: 4/4

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
					475.00	475.00
			Total:		186,487.45	186,487.45

## ORDINANCE 2015-10

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, AMENDING THE CODE OF ORDINANCES, CHAPTER 6, BEACHES AND RECREATION, ARTICLE II, MUNICIPAL PIER; SECTION 6-22 ADMISSION TARIFF; SECTION 6-27; AND CREATING SECTION 6-28 USE CHARGES, TO ESTABLISH A FEE FOR RENTAL OF THE PIER STRUCTURE FOR SPECIAL EVENTS; PROVIDING FOR SEVERABILITY; INCLUSION IN THE CODE OF ORDINANCES; CONFLICT; AND AN EFFECTIVE DATE.

**WHEREAS**, Section 6 of the Code of Ordinances relates to the regulations and operation of the Municipal Pier; and

**WHEREAS**, City Staff and the Elected Officials at their 2014-2015 Strategic Planning Session established a goal to reevaluate the pier fee ordinance and develop rental fee table.

**NOTE:** Underlined words constitute the additions to the existing text of the *Flagler Beach Code of Ordinances*, strikethroughs constitute deletions to the existing text, and asterisks (\*\*\*) indicate an omission from the existing text which is intended to remain unchanged.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, AS FOLLOWS:

**SECTION 1.** The City Commission of the City of Flagler Beach hereby amends Chapter 6, Beaches and Recreation, Article II as follows:

Sec. 6-22. - Admission tariff.

The following tariff is published as the official tariff for admission of persons to the municipal pier of the city:

Admission	Tax	Total***	
Walk out—Daily Rate	\$1.40	\$0.10	\$1.50
Walk out—Daily Rate—Senior Citizen/Active Military/Retired Military *	0.93	0.07	1.00
Fishing—Daily Rate	5.61	0.39	6.00
Fishing—Daily Rate—Senior Citizen/Active Military/Retired Military *	3.67	0.33	4.00
Additional pole per day (Up to <u>20</u> at one time)	0.93	0.07	1.00

Single Pass—1 month	23.36	1.64	25.00
Single Pass—3 months	39.25	2.75	42.00
Single Pass—6 months	56.08	3.92	60.00
Single Pass—1 year	93.44	6.56	100.00
Senior Citizen/Active Military/Retired Military Pass—1 month *	18.69	1.31	20.00
Senior Citizen/Active Military/Retired Military Pass—3 months *	32.71	2.29	35.00
Senior Citizen/Active Military/Retired Military Pass—6 months *	46.73	3.27	50.00
Senior Citizen/Active Military/Retired Military Pass—1 year *	74.76	5.24	80.00
Family Pass—1 month**	46.73	3.27	50.00
Family Pass—3 months**	74.76	5.24	80.00
Family Pass—6 months**	93.44	6.56	100.00
Family Pass—1 year**	140.16	9.84	150.00

\* Senior citizen is defined as anyone age sixty-five (65) or over and must show ID. Active military is defined as a person who is on active duty for the United States Armed Forces and must show Military ID. Retired military is defined as a person who has retired from the United States Armed Forces and must show Military ID.

\*\* Family passes are good for husband, wife and children under the age of eighteen (18).

- (1) The city may issue free family pier passes (family to include spouse and children under eighteen (18) years old only) to all city employees, city commissioners and mayor during term of employment.
- (2) Past city commissioners and mayors shall be issued a lifetime pass.
- (3) Individual pier passes (not including family) may be issued to all city board members and volunteer fire department members during term of service.
- (4) The city clerk shall maintain a list of persons eligible for such passes and such lists shall be made available to those persons having responsibility for pier admissions.
- (5) Active members of the Disabled American Veterans/Jim Booe Chapter 86 shall have free access to the pier. Said members shall present their member identification as passes to the pier.
- (6) Project team members of the Marineland Right Whale Survey Project shall have a waiver of Pier Walk-Out Fees during the months of January, February and March. The team



coordinators shall provide a list of members to the person having the responsibility for pier admissions.

- (7) The 9-11, Veterans Day, Memorial Day, D-Day, and Victim Advocate Memorial Services shall have a waiver of Pier Walk-Out Fees for the participants of these specific events.

**Sec. 6-27. - Consuming, dispensing, or possessing alcohol or intoxicating beverages on municipal pier.**

(a) *Consumption or possession prohibited.* It shall be unlawful for any person to consume or to have in his possession, custody or control any alcoholic beverage on the municipal pier, unless exempted by Chapter 4, Section 4-129 of the Code of Ordinances.

(b) *Consuming, possessing, or dispensing prohibited.* It shall be unlawful for any person to drink, consume, dispense, sell or possess an open container containing any alcoholic or intoxicating beverage of any kind whatsoever on the municipal pier, unless exempted by Chapter 4, Section 4-129 of the Code of Ordinances.

\*\*\*

~~Secs. 6-28—6-40. - Reserved.~~

**Sec. 6-28. - Use charges.**

A charge for the use of the Municipal Pier for Special Events shall be established by Resolution .

The use of the Municipal Pier for Special Events or any portion thereof shall be limited to a maximum of six times per calendar year, and not more than once per month.

Fees are subject to change. Should any unpaid portion of a Special Event invoice/account be placed for collection with an outside agency or attorney, the special event applicant/promoter agrees to be responsible for all costs related to collection.

~~Secs. 6-29—6-40. - Reserved.~~

**SECTION 2.** If any Section, Subsection, sentence, clause, phrase, or portion of this ordinance, or application thereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

**SECTION 3.** It is the intent of the City Commission of Flagler Beach, and is hereby provided that the provisions of this ordinance shall be made a part of the Flagler Beach Code; that the sections of this ordinance may be re-numbered or re-lettered; and that the word "ordinance" may be changed to "section", "article", "chapter" or other appropriate designation to accomplish such intention.

98 SECTION 4. All ordinances or parts of ordinances in conflict herewith be and the same are hereby  
99 repealed.

100  
101 SECTION 5. This ordinance shall take effect immediately upon passage as provided by law.  
102

103 PASSED ON FIRST READING THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.

104 PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015  
105

106 CITY OF FLAGLER BEACH, FLORIDA  
107 CITY COMMISSION  
108  
109  
110

111 \_\_\_\_\_  
Linda Provencher, Mayor

112 ATTEST:  
113  
114  
115

116 \_\_\_\_\_  
Penny Overstreet, City Clerk

Item

14

Staff

Reports

## Bruce Campbell

---

**From:** Robert Pace  
**Sent:** Thursday, August 27, 2015 2:14 PM  
**To:** Bruce Campbell  
**Subject:** Weekly Report

08/27/2015

Mr. Campbell,

This past spring there was a Public Safety Appreciation Picnic, the next event will be the Public Safety Awards Banquet. Lieutenant Cox originally pitched the idea with the mindset of building unity between all the emergency service agencies and to recognize outstanding achievements by individuals working in both fire and law enforcement. I applaud the efforts of Lt. Cox for planning events that recognize the daily commitment of emergency service personnel. Over the week department members have also been involved with the Surfer's for Autism event, annual maintenance, and scheduling upcoming training. Many of the week's activities are listed as followed;

1. The department has been conducting the annual maintenance and testing on several pieces of equipment. The last couple of weeks the fire pumps, air fill station, and ground ladders have all been inspected, serviced, and passed annual testing. This week the emergency generator received a major PM by a technician from TAW Power Systems Inc. The service included all filters and oil changed. The generator's fuel alarm was also inspected and the department was issued its annual Fuel Alarm Certification. In addition a new Group 24 series battery was installed on the unit. Projects scheduled for the year's end will continue over the next several weeks. Painting a bay door and the annual testing of the department's sprinklers are scheduled for next week.
2. On Saturday 08/22/2015 FF/Paramedic M. Gocke and FF/EMT A. Forehand were assigned to work Surfers for Autism. The two man crew was equipped with the medical jump bag and they patrolled the beach area around the event on ATV 11. The firefighters also spent time assisting the children participating in the surf lessons. In addition both firefighters took the opportunity to visit with several local residents while assigned to the beach. This event is always held in high regard by all department members and this crew thoroughly enjoyed their time at the event.
3. As mentioned in opening Lieutenant Cox has been involved with the planning of a two public safety appreciation events. On Monday he continued preparations by attending the planning committee for the upcoming awards banquet. The banquet will be more of a formal event held at the Hammock Resort and if attendees would like stay the night their rooms can be secured at a discounted rate. This committee has come to the realization there are many details to be addressed and have incorporated the assistance of additional members. FF/Paramedic M. Walden has joined the committee representing FBFD. The planning group has gained the support of corporate sponsors including Carnes, Globe, and the Fire Store. There will be raffles held at the event in which participants could win emergency service equipment and cash prizes. Originally the awards banquet was scheduled to take place mid-November. The announcement was made this week that January is more realistic.
4. Also on Monday FF/ EMT M. Walden became FF/ Paramedic M. Walden. She can now officially use the title of Paramedic after passing her state exam. Once completing Paramedic school each graduate must wait for a testing date. FF/Paramedic M. Walden received her date fairly quick and passed the exam with a score of 88%. This was impressive considering she had been sick over the entire weekend. FF/EMT A. Thomas is scheduled to take his exam next Monday 08/31/2015 and I have the upmost confidence he will be successful as well.
5. Lieutenant Cox has also been working to schedule a future training evolution to take place at the Sea Ray plant. Periodically department members will participant in a plant tour that includes inspection of all the facility's structures, equipment, and hazardous materials. The department is toned out to this facility frequently and pre-planning is imperative. On this next educational tour Lieutenant Cox plans to invite all the other agencies within the county including Flagler County Fire Rescue, Palm Coast, and Bunnell. It is a possibility with a significant call all these agencies could be toned to this facility and is important that we all educate ourselves.

6. There has been a completed mitigation project this week. The mitigation issue involved a home located on Joyce St. where a few neighboring trees encroached on the complainant's residence.

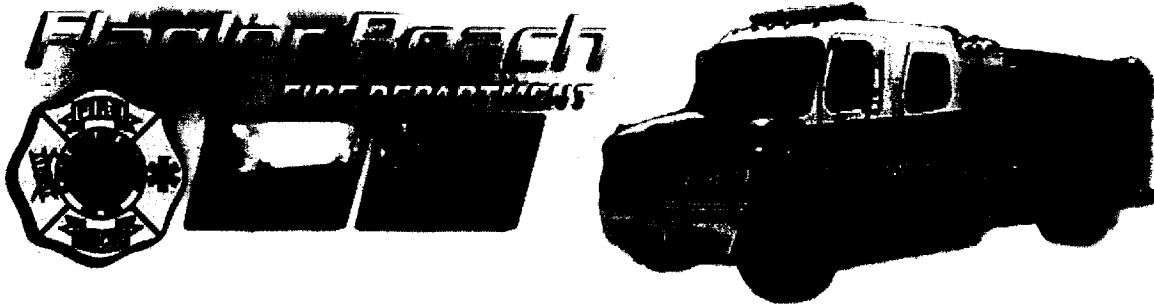
FF/EMT C. Dixon began his investigation of the adjacent property and discovered it was owned by a local property management group. Considering he had obtained a phone number, he called the business to explain the issue rather than mailing out a certified letter. The next day the job was completed. This was one of the easier projects the department has been involved with. Currently there are not any open mitigation projects and this week's completed project marks the 51<sup>st</sup> to date.

7. This week's training covered fire department communications. This was another lesson included within the NFPA 1021 training series. Communication is critical to the achievement of the fire department's objectives. After successful completion of this course participants are expected to;

- Describe the kinds of skills necessary for effective listening
- Explain the barriers to effective communication
- Discuss the kinds of skills necessary for effective speaking
- Describe the importance of understanding and using nonverbal cues

One of the larger events the department participates in is the MDA Fill the Boot Drive and scheduling has begun this week. Typically this event will require the participation of 14 to 16 members over a two day period. The schedule is nearly complete and I have not run into much resistance when requesting volunteers. Department members realize the importance and the positive effect the drive can have for this worthy cause.

Thanks,



# Flagler Beach Fire Department

Weekly Run Report from 8/20/2015 –8/27/2015

## **CALLS BY INCIDENT TYPE**

### **EMS**

**20**

### **FIRE**

**3**

### **Hazardous Condition (No Fire)**

**1**

### **Service Call**

**5**

**Good Intent Call**

**1**

**False Alarm & False Call**

**1**

**Total**

**31**

Bobby Pace  
Captain, City of Flagler Beach Fire Department  
320 S. Flagler Avenue  
Flagler Beach, FL 32136  
P: 386.517.2010 C: 386.931.7512  
[www.fbfire.org](http://www.fbfire.org)

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from City of Flagler Beach officials and employees regarding public business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure.

## Bruce Campbell

---

**From:** Robert Pace  
**Sent:** Thursday, September 03, 2015 12:50 PM  
**To:** Bruce Campbell  
**Subject:** Weekly Report  
**Attachments:** Weekly Report 8-27-15.docx

Mr. Campbell,

As you know this week started with much focus placed on Tropical Storm Erika. Fortunately the area was spared direct impact from this storm, but the preparations made by all agencies within the county were very thorough. FBFD purchased additional equipment, provided a sand bag filling station, and constantly updated the ICS Activity Log. An After Action Review and letter of appreciation were sent to Emergency Management at the close of the event. Over the week department members have been involved with an annual inspection, tour of Sea Ray, the Quarterly Safety Meeting, and training. Many of the week's activities are listed as followed;

1. I have mentioned in the last couple reports the completion of several year ending projects. Work in this area continued with the completion of two additional projects this week. The north bay door was not painted when the station was over the summer and that project was completed early in the week. Also in the beginning of the week all of the station's 128 sprinklers and the OS&Y pumping station received its annual inspection. The fire protection engineer informed me upon completion that the equipment had past inspection and the department would receive its annual certification within the next week.
2. This was a big week for FF/EMT A. Thomas. He has been very busy over the last few weeks wrapping up Paramedic School, studying for his Fire Officer 1 State exam, and beginning classes in the Emergency Services Associate Degree Program. I happy to report that FF/EMT A. Thomas passed his Fire Officer State 1 exam at the beginning of the week. On Monday FF/EMT A. Thomas became FF/Paramedic A. Thomas by passing State Paramedic exam. I've been talking about A. Thomas and M. Walden for the last few weeks, but the recognition they both deserve cannot be overstated. I know both theses firefighters are looking forward to some much needed down time.
3. As you know Fire Inspector M. Gocke has continued scheduled inspections this week. He has made much progress in completing many of the 61 inspections listed in his report. In addition to his scheduled inspections he has performed several courtesy inspections for new business owners or just to answer questions. He has also discovered several businesses that are no longer in business and updated his log. Fire Inspector M. Gocke is also investigating a new computer program that will expedite data submission and pre-planning.
4. The fire department is constantly addressing maintenance issues on the vehicles within the fleet. It may be viewed by some as a small issue, but seat covers have been torn or punctured by the firefighter's equipment when entering and exiting the trucks. I'd like to express some appreciation to Commissioner Shupe for his latest contribution. He noticed the driver side seat cover had been ripped on Squad 11. He removed the bottom portion of the seat and delivered it to local upholster shop for repair. Once repaired, he returned the seat to the station and with the assistance of FF/EMT S. Beckman reinstalled the seat. The fabric used to cover the seat is nearly an exact match, it looks new again.
5. Lieutenant Kennedy completed a 50 hour advanced Incident Command training program called "Blue Card" this week. The "Blue Card" training program provides fire departments with a training and certification system that defines best standard practices for common, local, everyday strategic and tactical emergency operations conducted on NIMS Type 4 & 5 events. This training and certification program produces Incident Commanders

that make better decisions that will potentially eliminate the lethal and/or costly mistakes that causes injury, death, and unnecessary fire losses in local response areas.

6. The scheduled Sea Ray training took place on Thursday morning. FBFD had six of its members participating in the training. In addition there were thirteen more firefighters taking the tour from Flagler County Fire Rescue and Palm Coast Fire Department. As previously mentioned tour participants were guided through all the structures at the facility. Firefighters in attendance also received instruction on plant equipment and emergency shut offs. Finally the chemicals/hazardous materials used at the plant were reviewed as well as the facility's disposal methods. I received nothing, but positive feedback and the consensus was we all be better prepared if a significant incident should occur at the plant.
7. It was time once again for the Quarterly Safety Meeting this week. The training was delivered in two portions, the first being general safety tips for operating motor vehicles and the second portion was a seatbelt safety review. Lieutenant Snyder delivered the general safety tips which included children's car seats, what to do in an accident, and vehicle fires to name a few. Captain Doughney instructed on seatbelt safety and though this topic has been discussed in Safety Meetings before there were some statistics introduced that should have made all participants stop and think. A recent goal with the material delivered in the Safety Meetings is to cover a topic that hits home with everyone and I believe this information did just that.
8. Since the arrival of the latest Medical Director (Dr. McCabe) there has been much encouragement for fire service personnel to educate themselves on EMS protocols. Both ALS and BLS protocols are shared countywide to ensure a blanket approach by all agencies. Over the last few months there was committee formed to make some revisions to the current protocols. Lieutenant Cox has been a part of this group and he delivered the latest revisions to FBFD this week. Some changes have been implemented in the following areas; treatment orders/guidelines, medications, alternative medications, special procedures, and trauma transport protocol. This week's training was for all department members to review these changes.

Department members are prepared to take part in the Annual MDA Fill the Boot Drive. There have been 20 members generated to work the event with 10 members participating each day. The department has set a goal of \$5000 for the weekend. My daughter will be assisting the firefighters and I on both days of the event. Everyone is hopeful of bountiful drive for MDA and their worthy cause.

The weekly run numbers are attached.

Bobby Pace  
Captain, City of Flagler Beach Fire Department  
320 S. Flagler Avenue  
Flagler Beach, FL 32136  
P: 386.517.2010 C: 386.931.7512  
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# Flagler Beach Fire Department

Weekly Run Report from 8/27/15-9/3/15

## CALLS BY INCIDENT TYPE

### EMS

17

### FIRE

0

### Hazardous Condition (No Fire)

1

### Service Call

9

### Fire Alarm

3

### Water Rescue

1

### Motor Vehicle Accident

5

### Total Calls

36



**FLAGLER BEACH POLICE DEPARTMENT**  
 Matthew P. Doughney, Police Captain  
 204 S. Flagler Ave  
 Flagler Beach, FL 32136  
 386.517.2023

## Captains Weekly Report

From: Friday		8/21/2015	To: Thursday		8/27/2015
Calls For Service	67	Felony Arrest	3	Reports Written	21
Self-Initiated	26	Misd. Arrest	0	Comm. Policing	22
Traffic Stops	29	City Ordinance	11	Security Checks	249
				Citations Issued	13
				Warnings (Written/Verbal)	24

## Captains Weekly Summary

**Friday: 8/21/15 @ 4:16 p.m. / Car Break / 2200 Moody Boulevard (Wadsworth Park):** The victim stated that she was playing racquetball for approximately forty (40) minutes and upon returning to her vehicle she found her driver side window broken. The victim stated that she saw what she believed to be an older model car, round head lights, top color grey bottom maroon. No witnesses in the area.

**Saturday: The 6<sup>th</sup> annual "Surfers for Autism" event** was held on the beach just north of the Pier and the weather for the event was beautiful. Static displays were set up in Veteran's Park where the event participant painted Law Enforcement vehicles and there were no problems associated with the event.

**Saturday: 8/22/15 @ 6:29 p.m. / Grand Theft (Arrest) / 100 Block of Lehigh Avenue:** The victim advised that he allowed a male acquaintance to sleep on the couch today and when he returned home, \$600 was missing. The victim contacted the suspect who advised he was not returning the money. A charging affidavit was completed and on 8/23/15 @ 5:04 p.m. Officers located the suspect in the 800 block of South Oceanshore Boulevard. The suspect was arrested without incident and transported to the Flagler Inmate Facility. The suspect was charged with Grand Theft, Aggravated Assault, Violation of Parole and Possession of Cannabis. Good Job by all involved!

**Sunday: 8/23/15 @ 11:34 a.m. / Warrant Arrest / 204 South Flagler Avenue (police Department):** A subject enter the Police Department advising that he had an active Felony warrant for his arrest and he wanted to turn himself in. The warrant was confirmed, the subject was cooperative and he was arrested without incident. The warrant was for Violation of Pre-Trial Release and the subject was transported to the Flagler Inmate Facility.

**Monday: 8/24/15 @ 7:28 p.m. / Baker Act / South Oceanshore Boulevard. & 2nd Street South:** Officers were approached by a subject at this location who advised he needed assistance. The subject continued by stating he had escaped from a mental hospital and needed us to call his brother to come pick him up. A check of the subjects name via teletype revealed that he was not reported as missing or endangered. Officers contacted the subject's brother who advised that there is a long history of mental health problems with his brother and he lives in a group home in Sanford, Florida. The subject advised Officers that he's been having suicidal thoughts and that he would kill himself if we did not help him. The subject was Baker Acted without incident and transported to CTTU. The subject's brother was updated on our actions and stated that he would contact the group home on 8/25/15.

**Tuesday: Commercial Burglary (Update & Arrest) / 2557 Moody Boulevard (SR100 Shell Station):** In reference to the Burglary that occurred on 8/20/15, the suspect has been positively identified, interviewed and arrested without incident. The suspect was contacted by our Officers late Tuesday afternoon and she was interviewed at the Police Department, and a confession was obtained. The suspect was charged with Burglary, Grand Theft, Felony Criminal Mischief and Violation of Probation. Great Job by all involved!

**Wednesday:** Captain Doughney attended a luncheon at the Portuguese American Cultural Center. The luncheon was hosted by the Honorary Consul of Portugal and the guest speaker was Mr. Jose Cesario, Honorable Secretary of State for Portugal.

**Thursday:** Captain Doughney attended a planning/logistics meeting at the Beach Front Grille in reference to the upcoming 9/11 Memorial Ride that will take place on Sunday, September 13<sup>th</sup>. This year's Memorial Ride will begin at the Government Services Building in Bunnell and will conclude at the Beach Front Grille in our City.

**Training:** Our Records Clerk, Ms. Dee Ramirez, attended a two (2) day training seminar in Saint Augustine. The seminar, "Building a Model Police Records Unit", was presented by PRI Management Group and topics included ensuring accurate stats and compliance with UCR, accountability and performance standards and maximizing the use of technology.

**Tropical Storm Erika:** Captain Doughney participated in multiple conference calls in re; to preparations for the storm. The Police Department is preparing for the storm and working in unison with the Emergency Operations Center.



**FLAGLER BEACH POLICE DEPARTMENT**  
 Matthew P. Doughney, Police Captain  
 204 S. Flagler Ave  
 Flagler Beach, FL 32136  
 386.517.2023

## Captains Weekly Report

From: Friday	8/28/2015	To: Thursday	9/3/2015
Calls For Service	56	Felony Arrest	2
Self-Initiated	43	Misd. Arrest	3
Traffic Stops	16	City Ordinance	27
		Reports Written	16
		Comm. Policing	33
		Security Checks	250
		Citations Issued	20
		Warnings (Written/Verbal)	19

## Captains Weekly Summary

Friday: 8/28/15 @ 9:59 a.m. / Baker Act / 3500 Block of South Central Avenue: Officers were dispatched to assist DCF with evaluating an elderly male living in poor conditions. Upon arrival, Officers contacted a DCF case worker and a DCF nurse who were there to evaluate living conditions and residents state of mind. The residence was infested with bugs and black mold. The resident was unable to get out of bed and he's not able to properly take care of himself. He was taken into custody under the Baker Act for his safety and welfare. The male resident had to be transported to Florida Hospital Flagler by Rescue 11, due to his fragile physical condition.

Friday: 8/28/15 @ 6:57 p.m. / Warrant Arrest / 204 South Flagler Avenue: A subject with an active Felony warrant turned himself in at the Police Department. The active Flagler County warrant was for three (3) counts of Lewd and Lascivious Acts on a child under 16 and older than 12. Detective Williams worked this case and the subject was arrested and transported to the Flagler County Inmate Facility without incident. Our Victim Advocate is following up with the victims and their families in this case.

Tropical Storm Erika: The storm's downgrading presented a few challenges on Sunday morning. There was minor flooding on SRA1A and power throughout the City was out for a short period of time. Due to the power outage, Officers along with members of the Fire/Police directed traffic for one (1) hour at the three (3) inoperative signalized intersections on SR100. Once the power was restored, the traffic signals began working properly. Captain Doughney attended a Tropical Storm After Action meeting at the Emergency Operations Center on Thursday, September 3<sup>rd</sup> from 2:30 p.m. to 3:30 p.m.

Monday: 8/31/15 @ 10:49 p.m. / Warrant Arrest / 815 Moody Lane (Flagship Park): While an Officer was on a security check at Flagship Park he was approached by a white female advising that she had two (2) active warrants for her arrest. The two (2) Misdemeanor warrants from Flagler County were confirmed via teletype and the female was arrested and transported to the Flagler Inmate Facility without incident.

Monday: 8/31/15 @ 7:41 p.m. / Domestic Disturbance (Arrest) / 100 Block of Lambert Avenue: Two (2) brothers were involved in a verbal argument which in turn escalated to a physical altercation when one (1) brother struck the other in the face; causing injury. The aggressor was arrested for Domestic Violence Battery without incident and transported to the Flagler Inmate Facility.

Tuesday: 9/1/15 @ 11:08 p.m. / Disturbance Domestic (Verbal) & Warrant Arrest / 2500 Block of South Central Avenue: Officers responded to a verbal disturbance between a boyfriend and girlfriend. There was no violence committed and during the investigation Officers determined that the boyfriend had an active arrest warrant for Failure To Appear. The warrant was confirmed and the male subject was arrested and transported to the Flagler Inmate Facility without incident.

Thursday: Captain Doughney attended the 10:00 a.m. Employee Safety Committee meeting held at the Fire Department. During the meeting Captain Doughney conducted a presentation on seat belt usage. The power point presentation was e-mailed to each Department Head for distribution to his/her City Staff.

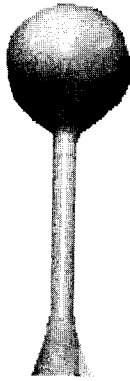
Thursday: 9/3/15 @ 3:25 p.m. / Warrant Arrest / 215 South Oceanshore Boulevard (Pier): Officers received information that a subject with an active Felony warrant had just arrived in back Florida via Jacksonville Airport and he was enroute to the City. The subject in question was located at the Pier, the warrant was confirmed and he was taken into custody without incident. The warrant was for Violation of Probation re; Aggravated Stalking.

Thursday: 9/3/15 @ 4:46 p.m. / Baker Act / 204 South Flagler Avenue: A male subject walked into the lobby of the Police Department and advised that he wanted to hurt someone and/or kill himself. The subject was cooperative with Officers and advised that he had a history of mental illness and substance abuse. The subject continued by advising that he knew he was going to do something bad and he needed help. The subject was taken into custody without incident under the Baker Act and transported to CTTU without incident.

Thursday: 9/3/15 @ 11:20 p.m. / Baker Act / 408 South Oceanshore Boulevard: An Officer was waived down at the 7-11 store by a male subject requesting to voluntarily go to Halifax Hospital to be evaluated. The subject stated that he "lost everything" and needed a mental health evaluation. The subject was taken into custody without incident under the Baker Act and transported to Halifax Hospital.

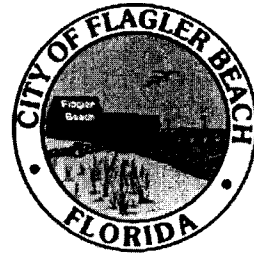
Community Policing: Management at the following new businesses were contacted this week; BeachBurgerz, 400 South Oceanshore Boulevard and the Blue Heron Bistro, 909 North Oceanshore Boulevard. Management at each business was provided with Emergency Contact forms to complete and a copy of the form is attached to this report.

Sea Dune Parking: Officers issued five (5) citations and five (5) warnings in re; to sea dune parking violations this week.



# **City of Flagler Beach**

## **Water Treatment Plant**



To: Bob Smith, City Engineer and City Commissioners

From: Jim Ramer, Water Plant Superintendent

Subject: Monthly Report for August 2015

September 1, 2015

In August we produced 15,868,000 gallons of drinking water. This amount was less than the amount we treated in July (1,290,000 gallons less). Rainfall for the month of August was 3.90 inches. We used 5,900 Gallons at the plant and used 14,615 Gallons on irrigation. We flushed the north end of town due to low chlorine residual and we used 309,300 gallons. The fire department used 100 gallons.

We have routine duties that are performed every day on each of the shifts. Samples taken every hour to make sure we keep the chemistry of the water within the parameters for DEP. We regularly perform over 200 tests on the City water and raw water daily between the three shifts. We do routine plant maintenance. We mow the plant grounds. We take well samples and draw downs for St. Johns River Water Management, also keeping daily records for the monthly reports that are required to be turned into the Department of Environmental Protection Agency every month. We also do quarterly reports for DEP on disinfection byproducts. We have the mid night shift flush the trains with high pH permeate water. We do yearly TTHM and HAA5 tests.

DEP requires us to take 5 bacteriological samples from the distribution system monthly, according to our population. All samples passed on August 11<sup>th</sup>.

I have Dennis Walker perform weekly vehicle checks. He checks all the fluids such as Brake fluid, windshield wiper fluid, transmission fluid, and all the lights.

We replaced a damaged screen on the vent pipe on the clearwell. We cleaned the screen to AC unit on clearwell.

We poured concrete in the 18" awning post for the clearwell awning.

We cleaned both Degasifiers.

We pressure washed front walk and doors.

We replaced cartridge filter on CIP and repaired recirculation line. We changed cartridge filters on trains 1 and 4.

Paul and Jim attended the FRWA Conference in Daytona for their CEU's.

We collected well samples for the St Johns River Water Management District. We have to do this for our CUP permit every quarter.

Power and Pumps finished installing High Service Pump #3.

We found the pump on Well #10 making a rattling sound and making a bad vibration. We took it off line and having CCI pull the motor and pump out to inspect them both.

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Power and Pumps finished installing High Service Pump #3.

We had the pump on Well #10 making a rattling sound and making a bad vibration. We took it off line and having CCI pull the motor and pump out to inspect them both. CCI recommended we replace both the motor and pump on Well 10.

We found wire ties in the pump on the CIP. Had to take the piping apart to pull out the wire ties.

We filled all our generators with fuel and the waste water plants generator 198 gallons.

We picked up all loose items on plant grounds in preparation for Hurricane Erika.

We worked on getting reports on flows, wells and testing for Sea Ray attorneys.