

REGULAR MEETING OF THE FLAGLER BEACH CITY COMMISSION THURSDAY, APRIL 27, 2017 AT 5:30 P.M.
AND TO BE CONTINUED UNTIL ITEMS ARE COMPLETE. CITY COMMISSION CHAMBERS, 105 S. SECOND
STREET, FLAGLER BEACH, FLORIDA 32136

AMENDED 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. Proclamation Declaring May 2017 as Drug Court Month.
 - B. Commendation Sergeant David Arcieri Jr. and Officer Austin Yelvington.
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 Minutes of the Regular Meetings of March 23, and April 13, 2017.
7. Approve a Memorandum of Understanding between Santa Maria Del Mar Catholic Church and the City of Flagler Beach establishing terms and conditions under which the Church will provide parking areas and golf carts for the Fabulous Fourth of July Celebration-Larry Newsom City Manager.
8. Approve an amendment to the Contract between Civic Plus and the City of Flagler Beach to remove the 5% annual increase in fees for development, design and hosting of the City web-site-Penny Overstreet, City Clerk.
9. Approve and amendment to the Contract between Mott MacDonald Florida, LLC and the City of Flagler Beach Task Order II, to extend the time and amount for services for the Fishing Pier-Hurricane Mathew Emergency Safety Temporary Repairs-Larry Newsom, City Manager.

GENERAL BUSINESS

10. Consider a request for a temporary waiver for a Special Event as regulated by Chapter 4, Article III, Section 4-129(b) (4), as well as approving a rental agreement for the Pier for a Special Event (Flagler County Chamber of Commerce Peers at the Pier Event) – Tiffany Edwards, Director of Events, Flagler County Chamber of Commerce. Staff member assigned, Penny Overstreet.
11. Discussion and possible action regarding resolution of the Shaw Quiet Title Case – Drew Smith, City Attorney.
12. Discussion and possible action regarding the 110 Holly Avenue Settlement Agreement – Drew Smith, City Attorney.

13. Resolution 2017-18, a resolution by the City Commission of the City of Flagler Beach, Florida, amending Resolution 2016-37 which adopted the FY 2016/17 budget, providing for conflict and an effective date – Kathleen Doyle, Finance Director.
14. Presentation of the Quarterly Budget Report – Kathleen Doyle, Finance Director.
15. Resolution 2017-19, a resolution by the City Commission of the City of Flagler Beach, Florida, declaring certain property to be surplus, providing for conflict and an effective date – Penny Overstreet, City Clerk.

COMMISSION COMMENTS

16. Commission comments, including reports from meetings attended.

STAFF REPORTS

17. Staff Reports.
 - a. Direction to Staff in regard to having the Planning and Architectural Review Board review and ordinance that would implement the 2015 International Property Maintenance Code.
 - b. Direction to staff in regards for Fourth of July activities.
18. 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.

PROCLAMATION

3a

DECLARING MAY 2017 AS "DRUG COURT MONTH"

WHEREAS, drug courts are an effective tool for reducing substance abuse and crime in our criminal justice system; and

WHEREAS, for more than 25 years, drug courts have been restoring lives, reuniting families and making communities across the nation safe through nearly 3,200 operational drug courts; and

WHEREAS, drug courts facilitate community-wide partnerships, bringing together public safety and public health professionals in the fight against drug abuse and criminality; and

WHEREAS, research shows that drug courts are demonstratively effective and significantly improve substance-abuse treatment outcomes, substantially reduce drug abuse and crime, and do so at a lower cost than any other justice strategy; and

WHEREAS, Flagler County Adult Drug Court began in 2006 and 141 people have graduated from the program; and

WHEREAS, 78 percent of Flagler County Adult Drug Court graduates had no new felony charges and 86 percent of graduates had no new drug charges; and

WHEREAS, the judges, attorneys, treatment and rehabilitation professionals, court personnel and others dedicated to drug courts and similar types of treatment programs are healing families in this community; and

WHEREAS, the Flagler Beach City Commission recognizes the successful work of the practitioners and participants of Drug Court programs to reduce the impact of drug abuse on our community;

NOW THEREFORE, I, Linda Provencher, Mayor of the City of Flagler Beach, Florida, do hereby recognize the month of May 2017 as:

"DRUG COURT MONTH"

in Flagler Beach and urge all citizens to recognize the significant contributions of Drug Courts and congratulate this year's Flagler County Adult Drug Court graduates.

WITNESS by my hand and the Seal of the City of Flagler Beach, Florida on this 27th day of APRIL, 2017.

CITY OF FLAGLER BEACH, FLORIDA

Linda Provencher, Mayor

ATTEST:

Penny Overstreet, City Clerk

seal

REGULAR MEETING OF THE FLAGLER BEACH CITY COMMISSION THURSDAY, MARCH 23, 2017
AT 5:30 P.M. AND TO BE CONTINUED UNTIL ITEMS ARE COMPLETE. CITY COMMISSION
CHAMBERS, 105 S. SECOND STREET, FLAGLER BEACH, FLORIDA 32136

MINUTES

PRESENT: Chair Jane Mealy, Vice-Chair Rick Belhumeur, Commissioners Kim M. Carney, Joy McGrew and Marshall Shupe, City Attorney D. Andrew Smith, III, City Manager Larry M. Newsom, and City Clerk Penny Overstreet.

ABSENT: Mayor Linda Provencher.

1. CALL THE MEETING TO ORDER: Chair Mealy called to order at 6:02 p.m.
2. PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENCE TO HONOR OUR VETERANS, MEMBERS OF THE ARMED FORCES AND FIRST RESPONDERS: Commissioner Belhumeur led the pledge to the flag.
3. PROCLAMATIONS AND AWARDS.
 - a. PROCLAMATION RECOGNIZING APRIL 2 – 8, 2017 AS NATIONAL CRIME VICTIMS' RIGHTS WEEK: Chair Mealy read the proclamation and presented it to the Flagler Beach Victim Advocate Department and the Bunnell Family Life Center Director, also present Chief Matthew Doughney and Detective Liz Williams. Chair Mealy thanked them for their service to the community. Michelle Ficocello invited all to the Sunrise Memorial Service at Wickline Park on April 8, 2017.
 - b. 2ND QUARTER EMPLOYEE RECOGNITION: Chair Mealy presented Liz Mathis with her service award. Michelle DePasquelle was not present to accept.
 - c. PROCLAMATION DESIGNATING APRIL 10TH AS GOPHER TORTOISE DAY: Commissioner Carney read the proclamation into the record. Samantha Dupree and Scott Dack accepted the proclamation. Ms. Samantha Dupree noted the importance of the species and thanked the Commission for the recognition.
4. DELETIONS AND CHANGES TO THE AGENDA: None.
5. COMMENTS REGARDING ITEMS NOT ON THE AGENDA. CITIZENS ARE ENCOURAGED TO SPEAK. HOWEVER, COMMENTS SHOULD BE LIMITED TO THREE MINUTES: Butch Nailer requested an update regarding the S. 27th Street Dune Walkover. Mr. Newsom responded the design has been confirmed by an engineering firm; the City obtained a permit from FDEP and can work during turtle season as long as there is a spotter. Vern Shank thanked the officials and staff for holding the citizens academy.

CONSENT AGENDA

6. APPROVE THE MINUTES OF THE REGULAR MEETING OF MARCH 9, 2017 AND THE SINE DIE / ORGANIZATIONAL MEETING OF MARCH 9, 2017:
7. APPROVE AN EXTENSION TO THE LEASE BETWEEN THE CITY OF FLAGLER BEACH AND THE FLAGLER BEACH MONTESSORI SCHOOL FOR A TWELVE MONTH PERIOD AND A 3% INCREASE TO THE MONTHLY RENTAL FEE – ATTORNEY SMITH:
8. APPROVE A FIVE (5) YEAR CONTINUING SERVICE AGREEMENT BETWEEN QUENTIN L HAMPTON ASSOCIATES, INC. AND THE CITY OF FLAGLER BEACH FOR VARIOUS CONSULTING SERVICES – FRED GRIFFITH, PUBLIC WORKS DIRECTOR/CITY ENGINEER:
9. APPROVE A WORK ASSIGNMENT BETWEEN QUENTIN L HAMPTON ASSOCIATES, INC. AND THE CITY OF FLAGLER BEACH FOR A WATER AND SEWER MAPPING UPDATE, WITH A COST NOT TO EXCEED \$24,500, AND AUTHORIZE MAYOR TO SIGN SAME – FRED GRIFFITH, PUBLIC WORKS DIRECTOR/CITY ENGINEER:

Motion by Commissioner Belhumeur to approve the consent agenda. Chair Mealy opened public comments. No comments were offered. Chair Mealy closed public comments. Commissioner McGrew seconded the motion. The motion carried unanimously, after a roll call vote.

GENERAL BUSINESS

10. RECEIVE A PRESENTATION REGARDING THE NATIONAL FLIGHT ACADEMY – KATHLEEN CASTRO, NAVAL AVIATION MUSEUM FOUNDATION: Kathleen Castro reviewed a power point presentation. Ms. Castro reviewed the programs available: Deployment program, 6 day program. Ms. Castro stated the foundation has provided sponsorship funding for ½ the cost for six (6) students to attend; they are seeking sponsorship from the City, County or School Board for the remaining \$3,500 per student. Mr. Newsom reported he is in the process of reaching out to the local city, county and school board administrators as well as administrators at the hospital, he believes Mr. Landon will sponsor one student. Discussion ensued; the Commission suggested seeking out the sponsorships from the County and other municipalities as well as the school board.
11. CONSIDER A REQUEST TO CO-SPONSOR THE ANNUAL CORVETTES AT THE BEACH SPECIAL EVENT SCHEDULED FOR OCTOBER 8, 2017 – PAUL KACHURA, FLAGLER COUNTY CORVETTE CLUB: Greg Norton and Paul Kachura reviewed the request for sponsorship of the event. The club asked for use of the Commission Chambers, city hall rest rooms for the public and the show participants, use of tables, electricity, street closure, and barricades. The applicants stated they would not provide additional port-o-lets. Staff reported to the officials the club would be required to pay the police officers covering the event directly at the ends of their shifts. Chair Mealy opened public comments. No comments were offered. Chair Mealy closed public comments. Motion by Commissioner Shupe that we approve the request to co-sponsor the annual corvette

show at the beach 2017, with co-sponsor up to 425.00 for City services costs. Commissioner McGrew seconded the motion. The motion carried unanimously.

12. RESOLUTION 2017-16, A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING RESOLUTION 2016-37 WHICH ADOPTED THE FY216/17 BUDGET, PROVIDING FOR CONFLICT AND AN EFFECTIVE DATE – KATHLEEN DOYLE, FINANCE DIRECTOR: Attorney Smith read the title of the resolution into the record. Mr. Newsom reviewed the item. Chair Mealy opened public comment. No comments were offered. Chair Mealy closed public comments. Motion by Commissioner Belhumeur to approve Resolution 2017-16. Commissioner Shupe seconded the motion. The motion carried unanimously, after a roll call vote.
13. REVIEW, DISCUSSION AND POSSIBLE ACTION RELATED TO THE EVALUATION FORM AND PROCESS FOR THE CITY MANAGERS ANNUAL EVALUATION – LIZ MATHIS, HUMAN RESOURCES MANAGER: Human Resources Officer Liz Mathis stated she is seeking direction from the Commission regarding the format of this year's evaluation of the City Manager. Discussion ensued. The Officials reached a consensus to remove the second to last line on page one of twelve, direction provided to use a weighted average for each category, and for Mrs. Mathis to redesign the score sheet utilizing composite scoring. Chair Mealy opened public comments. None offered. Chair Mealy closed public comments. Human Resources Officer to proceed as directed.

COMMISSION COMMENTS

14. COMMISSION COMMENTS, INCLUDING REPORTS FROM MEETINGS ATTENDED: The Officials reported their attendance at meetings, gatherings and events since the last regular meeting. Discussion ensued regarding the one (1) cent additional bed tax proposal. Commissioner Belhumeur inquired why an evaluation is not performed on the City Attorney like other contracted employee. The Commission reached a consensus for the Human Resources Officer to present the Commission with draft Attorney evaluations at a future meeting. Commissioner Shupe brought forth an issue regarding flag poles. Discussion ensued. The Commission reached a consensus to have the City Manager speak to the Planner regarding the item and have the Planner provide possible amendments. Discussion ensued regarding the ACOE Project and funding. Flagler County Commissioner O'Brien was in attendance at the meeting and commented the County will need to borrow 6.5 million or find other funding. Mr. Newsom reported the information he was aware of to the Commission.

STAFF REPORTS

15. STAFF REPORTS: City Manager Newsom updated the Officials on the hurricane repairs. Mr. Newsom inquired of the Commission if they would be interested in purchasing property at S. 7th and Central Avenue for the purpose of public parking. Mr. Newsom

spoke of a refundable 10k commitment pledge, and then appraisals would need to be performed. Mr. Newsom stated he is looking for direction on the issue. Discussion ensued no decision was made or direction given.

Clerk Overstreet requested the Commission provide to her dates they would be available for the Strategic Planning Session in May. The Commission reached consensus for the session to be held on May 9th or 18th, and requested the Clerk work with the consultant for solidifying the meeting date.

16. ADJOURNMENT: Motion by Commissioner McGrew to adjourn the meeting at 8:42 p.m. Commissioner Belhumeur seconded the motion. The motion carried unanimously.

Attest:

Penny Overstreet, City Clerk

Jane Mealy, Commission Chair

#6

REGULAR MEETING OF THE FLAGLER BEACH CITY COMMISSION THURSDAY, APRIL 13, 2017 AT 5:30 P.M. AND TO BE CONTINUED UNTIL ITEMS ARE COMPLETE. CITY COMMISSION CHAMBERS, 105 S. SECOND STREET, FLAGLER BEACH, FLORIDA 32136

MINUTES

PRESENT: Mayor Linda Provencher, Chair Jane Mealy, Vice-Chair Rick Belhumeur, Commissioners Kim M. Carney, Joy McGrew and Marshall D. Shupe, City Attorney D Andrew Smith, III, City Manager Larry M. Newsom, and City Clerk Penny Overstreet.

1. CALL THE MEETING TO ORDER: Chair Mealy called to order at 5:31 p.m.
2. PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENCE TO HONOR OUR VETERANS, MEMBERS OF THE ARMED FORCES AND FIRST RESPONDERS: Mayor Provencher led the pledge to the flag.
3. PROCLAMATIONS AND AWARDS.
 - A. NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK PROCLAMATION: Mayor Provencher presented the proclamation to Sheriff Staley, and two Communications Officers.
 - B. WATER CONSERVATION MONTH PROCLAMATION: Mayor Provencher read the proclamation into the record. No one was present to accept. Clerk's office will mail the proclamation to St. Johns River Water Management District Office.
 - C. SEXUAL ASSAULT AWARENESS MONTH PROCLAMATION: Donna Kearney, Flagler Beach Victim Advocate, and Candy Willke of the Family Life Center were present to accept the proclamation. Ms. Willke thanked the Commission for their support.
4. DELETIONS AND CHANGES TO THE AGENDA: City Clerk Overstreet requested the regular meeting minutes of March 23, 2017 removed from the agenda.
5. COMMENTS REGARDING ITEMS NOT ON THE AGENDA. CITIZENS ARE ENCOURAGED TO SPEAK. HOWEVER, COMMENTS SHOULD BE LIMITED TO THREE MINUTES: None.

CONSENT AGENDA

6. APPROVE THE MINUTES OF THE REGULAR MEETING OF MARCH 23, 2017 AND THE SPECIAL MEETING OF MARCH 8, 2017.
7. APPROVE A REQUEST FROM EAST FLAGLER MOSQUITO CONTROL DISTRICT AUTHORIZING LOW LEVEL FLIGHT FOR AERIAL APPLICATION.
8. APPROVE A QUALIFIED LIST OF CONSULTANTS:

Chair Mealy opened public comments. No comments were offered. Chair Mealy closed public comments. Commissioner Belhumeur pulled consent agenda item 8 for discussion. Motion by Commissioner Shupe to approve items six (6) and seven (7) on the consent agenda, minus the regular meeting minutes of March 23, 2017. Commissioner McGrew seconded the motion. The motion carried unanimously. Commissioner Belhumeur inquired about the list of qualified consultants. City Manager Newsom responded two new consulting firms were added to the existing list. Motion by Commissioner Belhumeur to approve consent agenda item eight (8). Commissioner Shupe seconded the motion. The motion carried unanimously.

GENERAL BUSINESS

9. CONSIDER AWARDING BID NO. FB2017-02-03 TO S.E. CLINE CONSTRUCTION INC., IN THE AMOUNT OF \$817,967.78 FOR THE OCEAN PALM SUBDIVISION; ITEM 7 IN PRIORITIZATION ON THE CITY'S STORMWATER MASTER PLAN – DAVID KING, QLH, KAY MCNEELY, PROJECT MANAGER, AND FRED GRIFFITH CITY ENGINEER: David King, P.E., Quentin Hampton Associates, Inc. reviewed the recommendation for award to Cline Construction Inc. Commissioner Belhumeur asked will there be an inspector on sight to observe the contractor's work. Mr. King responded there will be engineering inspection during the project. The Commission inquired to Mr. King if the Golf Course would need to close during construction. Mr. Newsom reported he and staff would be meeting with the golf course operator on Monday. Mr. King reported during the design process his firm worked with the golf course operator and it was agreed only one hole would be closed at a one time, so to play a whole round you may have to play a hole twice. Mr. King reported on Wednesday, April 19, 2017, in the Commission Chambers they will hold a resident meeting to address any concerns the surrounding property owners may have. Mr. King reported the following information regarding the project: Easements have been obtained, the contract duration is aggressive but doable, and plans utilize an existing outfall and construction of a larger retention pond near ocean palm villas. Mr. King advised if awarded tonight it would be approximately 30 to 45 days for work to begin. Chair Mealy opened public comment. Paul Eik inquired how much would remain in the Stormwater Fund once the project is paid for. City Manager Newsom reported the project will expend \$100,562.59 from the fund, and he cannot provide the balance in the account at this time and suggested Mr. Eik come into the office during business hours to obtain that information from the Finance Director. Chair Mealy closed public comment. Motion by Commissioner Belhumeur to approve awarding the bid to Cline Construction for stormwater project # 7. Commissioner McGrew seconded the motion. The motion carried unanimously, after a roll call vote.

10. CONSIDER A REQUEST TO VACATE AN ACCESS AND UTILITY EASEMENT – JOHN BRIT; STAFF ASSIGNED PENNY OVERSTREET: City Clerk Overstreet reviewed the request from the applicant. Ms. Overstreet advised the Commission the city has no infrastructure in said easements. Ms. Overstreet reported the easement is not shown on the original plat, and believes the developer; Mrs. Parker included the easements to the deeds for

future development of alleys, and possible infrastructure. Ms. Overstreet added the subsequent subdivision of the properties in the subdivision was not done by re-platting, and the property appraiser assigned two (2) digit identifying parcel numbers to the properties outside of the lot and block identifiers. Ms. Overstreet reported the property owner has been advised of the need to bind the properties if the easement release is granted and that the property binding will remove his grandfather status. Discussion ensued and included removing the easement through the entire block. The Commission reached a consensus to have staff move forward with the necessary paperwork to remove the easement from Block 6, Atlanta Beach Subdivision. City Clerk to research further and return with documents for consideration by the Commission.

11. RESOLUTION 2017-17, A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, DECLARING CERTAIN PROPERTY TO BE SURPLUS, PROVIDING FOR CONFLICT AND AN EFFECTIVE DATE – PENNY OVERSTREET, CITY CLERK: Attorney Smith read the title of the resolution into the record. City Clerk Penny Overstreet advised the items in Table "A" (vehicle and generator) would be used as trade-ins, and the items in Table "B" would be auctioned on Govdeals.com. Chair Mealy opened public comments. No comments were offered. Chair Mealy closed public comment. Motion by Commissioner Shupe to approve Resolution 2017-17. Commissioner Carney seconded the motion. The motion carried unanimously, after a roll call vote.

The agenda moved to Item No. 13.

COMMISSION COMMENTS

12. COMMISSION COMMENTS, INCLUDING REPORTS FROM MEETINGS ATTENDED: The Officials reported their attendance at meetings gatherings and event s since the last regular meeting.

Chair Mealy recessed the meeting at 7:25 p.m. The Meeting reconvened at 7:33 p.m.

The agenda moved to Item No. 14.

PUBLIC HEARINGS

13. ORDINANCE 2017-02, AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING APPENDIX "A", LAND DEVELOPMENT REGULATIONS, ARTICLE II, ZONING; AMENDING SECTION 2.02.00, DEFINITIONS; AMENDING ARTICLE IV, RESOURCE PROTECTION STANDARDS; ESTABLISHING WETLAND IDENTIFICATION STANDARDS; ESTABLISHING MINIMUM STANDARDS TO AVOID OR MINIMIZE WETLAND IMPACTS; ESTABLISHING WETLAND IMPACT ANALYSIS REPORT REQUIREMENTS; ESTABLISHING WETLAND CATEGORIES; AMENDING WETLAND SURVEY REQUIREMENTS; AMENDING REQUIRED BUFFERS; AMENDING PERMITTED ACTIVITIES

WITHIN A BUFFER; AMENDING WETLAND VARIANCES; AND TO ESTABLISH SECTION SPECIFIC NOTES; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; PROVIDING FOR CONFLICT; AND PROVIDING AN EFFECTIVE DATE HEREOF, FIRST READING: Attorney Smith read the title of the ordinance into the record. Planner Larry Torino reviewed the proposed changes approved by the Planning and Architectural Review Board. Commissioner McGrew inquired if there was a grandfathering clause. Planner Torino responded no, as with all other non-conforming structures if a non-conforming structure is damaged more than 75% the reconstruction would have to meet the current zoning and building requirements. Discussion ensued. The Commission reached consensus to amend the following. (Amendment references were made from attachment 4.) Line 102, definition of a walkway; include "detached from a residential structure" or clarify/reiterate that it cannot be attached, and that a walkway is not a deck. Line 128, remove "engineer or engineers designee" replace with based on a qualified environmental professional, Line 102 remove development standards from the definition of Walkway and move that information to line 125, also add "construction of a detached elevated walkway shall not exceed six (6) feet in width. Line 173: add plants listed on the Florida Exotic Pest Plant Council invasive plant list.

Commissioner Carney left the meeting at 7:00 p.m.

Chair Mealy opened public comments. Dick and Joanne Ricardi suggested the Commission give as much protection to the wetlands as possible. Chair Mealy closed public comments. Motion by Commissioner Shupe to approve the amended Ordinance 2017-02, with amendments discussed tonight. Commissioner Belhumeur seconded the motion. The motion carried four to zero, after a roll call vote.

The agenda moved to Item No.12.

STAFF REPORTS

14. STAFF REPORTS: Attorney Smith requested the Commission schedule a Shade Meeting to discuss a proposed settlement agreement regarding the 110 Holly Avenue litigation. The Commission reached a consensus to schedule the meeting at 4:30 p.m. on April 27, 2017. The Commission further directed the City Clerk to place an item on the April 27th regular meeting agenda for any necessary action in regard to the Shade meeting. Attorney Smith reported he would be placing an item on the April 27th agenda in regard to the unplatted lot in Fuquay subdivision, which he reported to the Commission a few months back.

City Manager Newsom suggested to the Commission a "first right of refusal" option for the food vendors at First Friday. The Commission agreed with the option. Mr. Newsom continued adding if the food vendors missed two events consecutively they would go back on the email notification system and first come first serve status.

City Manager Newsom reviewed his weekly report highlighting the following items. FDOT road repair, about 1 ½ years before repair is done. Post & Rope, Mr. Newsom sought direction from the Commission. The Commission reached a consensus to have the City Manager move forward with installing post and rope on the dune to prevent further destruction of the dune system from parking. Mr. Newsom stated in regards to dune planting's his support will be limited to providing equipment. Mr. Newsom suggested . Dune Walkovers: Mr. Newsom reported he has a permit from FDEP, the permit would require a spotter for work occurring after the beginning of turtle season. Mr. Newsom sought and received consensus from the Commission to go out for bid for construction of six dune walkovers. (27th St. and two walkovers on the North side and three on the South.) Mr. Newsom reported the design would be the same as the unit Beverly Beach installed last year which are ADA Accessible. Mr. Newsom reported the estimated cost at around \$119,000. Mr. Newsom requested the Commission allow him to request the School Board facilitate the Flight Academy Program. The Commission agreed and provided the consensus.

15. ADJOURNMENT: Commissioner McGrew put forth a motion to adjourn the meeting at 8:07 p.m. Commissioner Belhumeur seconded the motion the Motion carried unanimously.

Attest:

Penny Overstreet, City Clerk

Jane Mealy, Commission Chair



#7

**MEMORANDUM OF UNDERSTANDING
BETWEEN Santa Maria Del Mar Catholic Church AND the City of
Flagler Beach**

1. **Parties.** This Memorandum of Understanding (hereinafter referred to as "MOU" is made and entered into by and between the:

**Santa Maria Del Mar Catholic Church
915 N Central Ave.
Flagler Beach, FL 32136**

**City of Flagler Beach
P.O. Box 70 / 105 S. 2nd St.
Flagler Beach, FL 32136**

Herein after referred to as "Church" and "City".

2. **Purpose.** The purpose of this MOU is to establish the terms and conditions under which the Church will provide parking areas (Paved or Unpaved) and use of golf carts to the City.

3. **Term of MOU.** This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and the governing bodies of the parties' respective municipalities and shall remain in full force and effect for not longer than one (1) year beyond the approval date. This MOU may be terminated, without cause, by either party upon thirty day written notice, which notice shall be delivered by hand or by certified mail to the address listed above.

4. **Payment.** The City will pay the Church for any repairs to grounds, equipment, determined damage, etc. upon receipt of an invoice. All will be discussed between both parties and if needed pictures will be submitted and based on cost the City Manager may be required to submit a recommendation to the City Commission for budget allocation.

5. **Responsibilities of the Church.** The Church will only be responsible for scheduling and communication within the City Manager and staff. Also, to identify any and all concerns before during, and after an event. The Church has all rights of refusal of use of the parking area without any explanation to the City.

6. **Responsibilities of the City.**

- The City will provide the Church with a certificate of insurance with the Church listed as additionally insured for the period the City will utilize the golf carts and parking area.
- The City will add the parking lots to our insurance coverage for events designated and agreed events with identified dates and length of time for daily use.
- The City will ensure golf cart drivers meet all legal requirements.
- The City will provide garbage Cans and portable toilets with complete services. There will be at least one ADA unit onsite.
- The City will ensure the Parking areas are clean before the Church needs the area or within 24 hours of completed use.
- The City will be responsible for all traffic control in the area and will assist the church in setting barricades or other methods to prohibit parking in designated area by the church.
- The City will meet with the Church after to event to review success and failures for needed improvements before the next request use by the City.

7. General Provisions

A. Amendments. Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

Applicable Law. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Florida. The courts of the State of Florida shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be the 7th Judicial District of the Flagler County Court.

B. Entirety of Agreement. This MOU, consisting of three (3) pages, represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.

C. Severability. Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

D. Sovereign Immunity. The City and their respective governing body do not waive their sovereign immunity by entering into this MOU, and fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.

E. Third Party Beneficiary Rights. The parties do not intend to create in any other individual or entity the status of a third party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties to this MOU, and shall inure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The parties to this MOU intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

8. Signatures

In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein. The effective date of this MOU is the date of the signature last affixed to this page.

Representative:
Santa Maria Del Mar Church

Representative
City of Flagler Beach



Linda Provencher, Mayor

Dated :
April 5, 2017

Dated:
April _____, 2017



April 5, 2017

Mr. Larry M. Newsom
105 South 2nd Street
Flagler Beach, FL 32136

Dear Mr. Newsom,

Santa Maria del Mar agrees to the proposed request, I have included a signed copy of the MOU as well as the specific verbiage that we would need on the insurance policy naming us as additional insured.

We thank you for all that you and your entire staff do for the residents of Flagler Beach and surrounding communities. If we can ever be of any assistance, please do not hesitate reaching out.

Sincerely,

Nicholas Carrube



FLAGLER BEACH CITY COMMISSION

City Manager's Report

Item No. 8

Meeting Date: April 27, 2017

Issue: Approve an amendment to the Contract between Civic Plus and the City of Flagler Beach to remove the 5% annual increase in fees for development, design and hosting of the City web-site.

From: Penny Overstreet, City Clerk

Organization: City of Flagler Beach

RECOMMENDATION: Recommend approval and authorize the Mayor to sign.

BACKGROUND: If you recall our former Deputy Clerk Kate entered the City into a contest for web-site make over, ultimately we won and received a web-site makeover about a 30k value, with no support/maintenance fees for a two year period. Since that time the annual fee has had a 5% increase. I asked our current Deputy Jeanelle to contact our web-site host representative and request a copy of our sites metadata. They knew by that request that I was shopping around for a new host. I also asked Jeanelle to have them shut off all of the modules that are not being utilized to see if that would reduce the bill. They asked if there was anything else we needed, I then asked for the 5% annual increase to be waived. After speaking to her supervisor the representative contacted Jeanelle back and provided the attached amendment to the contract. In regards to shopping for another host I have looked around and the cost is over 20k. Unfortunately, due to our acceptance of credit card and debit card payments via the site and our connection to Laserfiche™, we cannot utilize a format such as Four Square™ which would be a few hundred bucks a year, set-up and deployed by staff. So for now I will recommend staying with Civic Plus™. I will continue to make contact with other hosts who provide the services we currently utilize seeking that target that meets our needs and is cost effective.

BUDGETARY IMPACT: \$230.83 savings to the 2017/2018 FY budget for the Clerk's Department.

LEGAL CONSIDERATIONS/SIGN-OFF: Attorney Smith reviews as a part of the agenda packet. If he has any concerns he will report them to you.

PERSONNEL: N/A

POLICY/REQUIREMENT FOR BOARD ACTION: Approve and authorize the Mayor to sign.

IMPLEMENTATION/COORDINATION: Clerk's office to communicate to Civic Plus.

Attachments

- Contract Amendment

THIS AGREEMENT AMENDMENT is agreed to by and between CivicPlus, Inc., d/b/a CivicPlus ("CivicPlus") and Flagler Beach, Florida ("Client") (jointly, "Parties") and shall be effective as of the date of signing indicated at the end of this amendment.

RECITALS

WHEREAS, CivicPlus is engaged in the business of developing, marketing and selling custom community engagement platforms that include web sites, web interfaces and portals and a proprietary government content management system and associated modules; in addition to project development, design, implementation, support and hosting services;

WHEREAS, Client is currently engaged in a relationship with CivicPlus for website development and hosting services as set forth in the original Service & License Agreement signed on March 4, 2013 ("Agreement");

WHEREAS, Client and CivicPlus have agreed to alter certain terms as set forth in the Agreement by this written instrument duly executed by the Parties, the modification of terms as specified in this amendment.

NOW, THEREFORE, Client and CivicPlus agree as follows:

Scope of Services

1. Section 10 of the Agreement is hereby deleted in its entirety and replaced as follows:
 10. This Agreement is effective for two years from the date of signing, at which time this Agreement will automatically renew for another 1 year renewal term.
2. Client warrants and affirms that Client understands modifying the original contract shall have the effect of removing the previously included cumulative annual 5% increase moving forward and that Client's annual fees for Hosting, Support and Maintenance shall total \$4,616.61 annually until otherwise modified pursuant to a written amendment mutually executed by the Parties.

Acceptance

We, the undersigned, agreeing to the conditions specified in this Amendment, understand and authorize the provision of services outlined in this Amendment.

Client	CivicPlus
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Sign and e-mail or Fax this Amendment
Email: Contracts@CivicPlus.com
Fax: 785-587-8951



FLAGLER BEACH CITY COMMISSION

City Manager's Report

Item No. 9

Meeting Date: April 21, 2017

Issue: Approve an amendment to the contract between Mott MacDonald Florida, LLC and the City of Flagler Beach Task Order II, to extend the time and amount for services for the Fishing Pier Hurricane Matthew Emergency Safety Repairs.

From: Larry Newsom, City Manager

Organization: City of Flagler Beach

RECOMMENDATION: Approve the amendment to extend the time period and services cost.

BACKGROUND: See attached letter from Mott Macdonald

BUDGETARY IMPACT: Original amount of Purchase Order for this task was \$80,000; approval of the time extension would make the total cost of engineering for the pier project not to exceed \$125,000. The engineering for the pier project should be eligible for FEMA and State reimbursement, making the cost to the City \$15,625 (12.5%).

LEGAL CONSIDERATIONS/SIGN-OFF: N/A

PERSONNEL: N/A

POLICY/REQUIREMENT FOR BOARD ACTION: Approve the Request; the City Manager will then prepare the Task Order II amendment to the confinements of the Commission's direction. Those parameters would be: authorization to allow Mott MacDonald to continue assisting the City with the pier project for an additional 90 calendar days on a time and materials basis, and additional funds not to exceed \$45,000.00.

IMPLEMENTATION/COORDINATION:

Attachments

- Letter from Mott MacDonald



Mr. Larry M. Newsom
Flagler Beach City Manager
105 South 2nd Street
Flagler Beach, FL 32136

**Additional Professional Services During Construction
Fishing Pier-Hurricane Matthew-Emergency Safety Temporary Repairs
City Task II**

Our Reference
MM Project No. 378452-PH-
01

April 17, 2017

220 West Garden Street
Suite 700
Pensacola FL 32502
United States of America

Dear Mr. Newsom:

T +1 (850) 484 6011
F +1 (850) 484 8199
mottmac.com/americas

As discussed with Mott MacDonald's Fishing Pier-Hurricane Matthew- Emergency Safety Temporary Repairs Project Manager, Bruce Neu, our firm's professional services effort is anticipated to exceed the \$80,000.00 and 120-day completion originally authorized by the City's November 11, 2016 Notice to Proceed for Hurricane Matthew Task II.

The City's Notice to Proceed authorized all work to be completed within 120 days of the November 11, 2016 date, including services during the project construction. As you are aware, the project is still under construction and Mott MacDonald has been tasked to provide additional services for load rating the pier for special events such as Cheer at the Pier and 4th of July Fireworks. This contract has been scheduled to be Substantially/Usably Complete by April 30, 2017. Part of this delay is the Mott MacDonald work effort required to coordinate between city staff and FEMA, FDEM, FDEP CCCL, and USACE Jacksonville District on interpretations and emergency permitting requirements of the Hurricane Matthew declarations for the Fishing Pier project. This has recently resulted in significant effort by Mott MacDonald staff.

Based on the work efforts during the design and bidding phases of the project, budget that was allocated for services during construction were utilized to keep the project on schedule as best as possible. Based on discussions with Construct Co., Inc. staff, the contractor will be offering alternatives to the City to expedite the project as much as possible using possible alternative means and method's which will require additional effort by Mott MacDonald to review to ensure their intent with contract requirements.

At this time, Mott MacDonald respectfully requests that the City amend its November 11, 2016 Notice to Proceed authorization for a time & materials professional services cost not to exceed \$80,000.00 for a duration of 120 days. We are recommending that the "Not to Exceed" time & materials professional services cost be increased by \$45,000.00 (\$125,000.00 "Not to Exceed" total for Task II) and an additional 90 calendar days (on, or about, June 11, 2017) to assist the City with the anticipated addition efforts for this project.



Mott MacDonald appreciates being of continued service to the City for this project. Be assured that our staff will work as diligently as possible to ensure that the Fishing Pier project meets the expectations of the City to be utilized by its residents and visitors as soon as possible.

Very truly yours,

Mott MacDonald Florida, LLC

A handwritten signature in black ink, appearing to read 'D. Skipper', written over a horizontal line.

David D. Skipper, P.E.

Vice President

T 850.602.9776

C 850.698.3511

david.skipper@mottmac.com



City of Flagler Beach

AGENDA ITEM # 10

Staff Summary and Recommendation

SUBJECT: Consider a request for a temporary waiver for a Special Event as regulated by Chapter 4, Article III, Section 4-129(b) (4), as well as approving a rental agreement for the Pier for a Special Event (Flagler County Chamber of Commerce Peers on the Pier) – Tiffany Edwards. Staff member assigned, Penny Overstreet.

BACKGROUND: At the September 24, 2015 Commission meeting Ordinance 2015-10 and Resolution 2015-26 were approved adopting regulations and establishing fees for the rental of the Municipal Pier. The request includes a request for waiver of Section 4-129 (b) (4) to permit the consumption of alcohol on the municipal pier. The applicants Flagler County Chamber of Commerce are requesting to rent the pier for Flagler County Chamber of Commerce Peers on the Pier. The request contains a request for alcohol consumption, no sales Chamber will issue drink tickets.

Sec. 4-129. Temporary waivers from certain Code provisions.

(a) The city commission may grant temporary waivers from the provisions of the Code of Ordinances as provided herein. Such waivers shall apply for the duration of the special event permit unless the city commission includes a shorter duration for the temporary waiver as a condition of approval of the waiver. In no event shall a waiver granted herein apply beyond the duration of the special event permit. The city commission shall not grant a temporary waiver to any provision of the Code of Ordinances not specifically contained herein.

(b) The provisions of the Code of Ordinances for which waivers may be granted and the criteria for granting such waivers are:

(c) Upon written request of the applicant the city commission shall conduct a quasi-judicial hearing to consider waivers of certain provisions of the Code of Ordinances. The applicant's request for a hearing to consider waivers shall include: the Code provisions for which a waiver is sought, the specific activity for which the waiver is needed and a sworn statement explaining how the criteria for the requested waiver stated herein are or will be satisfied. At the hearing on the request for waivers the city commission shall hear testimony related to the criteria for waiver stated herein from the applicant, city staff and the public. After receiving testimony the city commission may grant the requested waiver in full or in part, grant the requested waiver with conditions or deny the requested waiver. The city commission's decision shall be based on competent substantial evidence received at the hearing.

(4) A temporary waiver from the prohibition on consumption and dispensing alcoholic beverages in public parks and recreation areas and upon the municipal pier provided in Sections 6-73 and 6-27 of the Code of Ordinances shall be granted upon a showing by competent substantial evidence that:

(i) all necessary licenses for any sale or distribution of alcoholic beverages have been or will be obtained;

(ii) the applicant will take appropriate measures to ensure compliance with Section 4-111 herein; and

(iii) the consumption of alcoholic beverages will comply with all other Federal, State and local laws and regulations.

ATTACHMENTS: Agenda application, special event application, pier rental agreement,

SUMMARY SUBMITTED BY: Penny Overstreet, City Clerk

STAFF COMMENTS:

Captain Doughney:

I respectfully recommending approval for this event under the following criteria;

1. The applicant hire a Flagler Beach Police Officer for the duration of the event at \$36.00 per hour; as per the Union agreement.

The assigned Police Officer will be in a readily identifiable Police uniform, he/she will monitor the crowd for underage drinking as well as monitor the attendees as they depart to ensure that no open containers leave the Pier.

Captain Pace:

Recommend approval, I will have crew on standby for any emergency that may occur.

Tom Gillin, Recreation Director:

Recommend approval, recommend the pier guard count the patrons and record number for Clerk to create invoice. Pier Guards will inspect restrooms after the event.

Penny Overstreet, City Clerk: The Pier emergency repairs will be completed by the event date of July 20, 2017. I have advised the applicant of the shortened length of the pier. Notice to patrons will be placed one month in advance notifying of pier closure for the event. I will schedule an inspection of the facilities with Maintenance before and after the event. I will ask Sanitation to place tipper carts for recycle and refuse. Maintenance will ensure the restrooms are clean before the event. Staff will schedule a meeting with the applicant to ensure all needs are discussed and agreed to.

City of Flagler Beach

Agenda Application

INDIVIDUAL'S NAME: Tiffany Edwards

BUSINESS NAME: Flagler County Chamber of Commerce
(If Applicable)

STREET ADDRESS: 20 Airport Rd. Ste C Palm Coast FL 32164
(If within City of Flagler Beach)

MAILING ADDRESS: _____
(Please provide City & Zip Code)

PHONE NUMBER: 386-206-0955

SUBJECT MATTER TO BE DISCUSSED WITH THE COMMISSION:
(This is the wording you would like on the agenda)

Flagler Chamber pier rental

BACKGROUND INFORMATION REGARDING THE SUBJECT:

Seeking approval to host Flagler Chamber
Business After Hours on the pier at Flagler
Beach

(OVER)

City of Flagler Beach
Agenda Application Continued

REQUESTED ACTION SOUGHT FROM THE COMMISSION:

Approval of Flagler pier rental

ATTACHMENTS: _____

Please note the City Commission's Rules of Procedures require all supporting documents to be provided at the time the agenda application is submitted. Please refrain from handing out material at the Commission Meetings.

The maximum time allowed for each request is 10 minutes.

Tiffany Edwards
SIGNATURE OF APPLICANT

3-6-17
DATE



City of Flagler Beach Pier Rental Application

Event Date: July 20, 2017 Time Requested: 5:30P-7:00P

Type of Function/Event: Flagler County Chamber Business After Hours

Tentative # of Guests: 300 Guaranteed # of Guests: Due _____ before noon

Name/Organization: Flagler County Chamber of Commerce

Address: 20 Airport Rd. Ste.C Palm Coast FL 32164

Phone: 386-206-0955 Fax: 386-437-5700

Driver's License #: _____

Fundraiser Yes No

(Copy of the organization's 501 (c) 3 Certificate and Insurance Certificate Required)

Deposit Paid: \$115.00 *not paid will pay after approval* Credit Card Cash Check Money Order
(Includes non-refundable fee(s))

Amount Due: 0 Cash Check Money Order Credit Card

Amount of Returned Deposit: _____ Date returned: _____

IN CASE OF EMERGENCY - PLEASE CALL 911.

IN THE EVENT THAT THERE IS NO ONE TO UNLOCK/LOCK THE FACILITY AT YOUR SCHEDULED TIME PLEASE CALL (386) 517-2020.

Tiffany Edwards
Applicants Signature

March 6, 2017
Date

City of Flagler Beach

Date

The City reviews this policy annually and reserves the right to change it anytime.

Tiffany Edwards
Applicant Signature

3/6/2017
Date

Tiffany Edwards, Director of Events
Applicant Name/Title (Please print)

City of Flagler Beach

Date

Flagler Beach Staff/Title (Please print)

City of Flagler Beach
SPECIAL EVENTS APPLICATION



105 South 2nd Street,
Post Office Box 70
Flagler Beach, Florida 32136
Phone (386) 517-2000 Fax (386) 517-2008

INSTRUCTIONS:

Please print or type all information. The application must be filled out accurately and completely. Answer all questions. Do not leave an item blank. If an item does not apply, write N/A (not applicable). Incomplete applications will not be considered. All statements made on the application are subject to verification. If you have a 5013 C exemption certificate please attach a copy to this application for the application fee waiver.

OFFICE USE ONLY

DATE REC'D _____

FEE REC'D \$ _____

INITIALS: _____

APPROVED

DISAPPROVED

REASONS: _____

PX _____

BY: _____

CITY SPONSOR: YES

NO

Please type or print legibly
Required Information

Name of Event _____

Producer/Promoter: Flagler County Chamber of Commerce

Type of Organization: 501c(6) non-profit _____ profit _____ charitable _____ government _____

Will the City be asked to sponsor or co-sponsor? _____ Yes No

Contact Person: Tiffany Edwards

Address: 20 Airport Rd. Ste C

City: Palm Coast State: FL Zip: 32164

Work Phone: 386-206-0955 Home Phone: _____

Fax: _____ Mobile Phone: _____

E-Mail Address: Tiffany@flaglerchamber.org

Billing Information

Is the party responsible for billing same as above? Yes _____ No

If No, please provide the proper information below:

Attention: _____

Address: _____

City _____ State _____ Zip _____

Work Phone: _____ Fax: _____

EVENT INFORMATION

Event Name: Peers on the Pier

Date(s) Requested: July 20, 2017

Location: Flagler Beach Pier

Brief Description of

Event: Flagler Beach business set up shop on the pier to promote and engage residents.

Site Plan Attached? Yes No

If No, explain here:

25:30 10'x10' tents set on pier

Will admission fee be charged for event? Yes No

Event Time: Date July 20, 2017 Start 5:30P End 7:00P

Date _____ Start _____ End _____

Date _____ Start _____ End _____

Set Up: Date July 20, 2017 Start 3P End 5:30P

Break Down: Date July 20, 2017 Start 7P End 8P

Rain Date: Date _____ Start _____ End _____

Total Number of Expected attendees/participants: 250-300

Age Breakdown: 1-10 11-18 19-25 26-40 Over 40

Have you held this event previously? No Yes

If Yes, Previous Date(s): July 28, 2016 / July 23, 2015

Location: Flagler Beach Pier

Does this event differ from previous years? No Yes

If Yes, explain how: _____

SIGNS/BANNERS

Will you require signs and banners at your event? No Yes

If Yes, list # and dimensions of each:

Proposed locations: _____

ENTERTAINMENT

Will there be entertainment? No Yes

If Yes, a complete detailed listing of names and times must be provided for all entertainment.

Will you be using a sound system? No Yes

If Yes,

Contractor: Vern Shank, Surf 973 Type System Radio Station on Pier

Note: City ordinances require

Sound Times Date: 07/20 Start 5:30 am/pm End 7:00 am/pm

Date: _____ Start _____ am/pm End _____ am/pm

Will there be games or rides? No Yes

If Yes, list all: _____

(Including but not limited to: carnival ride, bounce house or other inflatable, rock wall, etc.)

SPECIAL EFFECTS

Will there be special effects used? No Yes

If Yes, complete the rest of this section:

Type of Effects: Fireworks Laser light show Other _____

**Note: Flagler Beach Fire Department will issue a permit contingent upon separate insurance being provided for fireworks*

Time(s) of Special Effects Date: _____ Start _____ am/pm End _____ am/pm

Date: _____ Start _____ am/pm End _____ am/pm

Location: _____

Effects Producer/Company: _____

Address: _____

Phone: _____ Fax: _____

PARADES

Parade permits for SR A1A or SR 100 are provided by FDOT. The City will apply for the permit but can not guarantee approval. A map of the route designating requested street closures must be attached.

Estimated number of parade units in each category: N/A

_____ Bands _____ Floats _____ Cars _____ Marching units _____ Miscellaneous

Parade time Date: _____ Start _____ am/pm End _____ am/pm

Set-up time Date: _____ Start _____ am/pm End _____ am/pm

Break down Date: _____ Start _____ am/pm End _____ am/pm

Rain date Date: _____ Start _____ am/pm End _____ am/pm

TRAFFIC

Will normal traffic patterns be altered by the event? No

If Yes, explain: _____

Will public parking, streets, sidewalks, etc. be restricted or obstructed?

No Yes (If yes, designate on site sketch)

Does your plan include on-site parking? No Yes (If yes, designate on site sketch)

Does your plan include off-site parking? No Yes (If yes, designate on site sketch)

Will shuttles be used to transport? No Yes

FACILITY REQUIREMENTS

Will you utilize temporary structures at event? No Yes

If yes, indicate # of each: Stages Tents Scaffolding Booths Fences

Concession Stands Miscellaneous

Location of these structures on site sketch required.

Note: Special Permits are required for tents exceeding 200 sq.ft. Special Building permits are required for temporary structures 700 or more sq.ft in area and those that are four feet above grade.

How many tents exceeding 200 sq.ft. will be used? N/A List tent location and size: 10' x 10' tents

Will you need electric? No Yes

If yes, type of equipment: Speakers for radio # of Amps needed: 2-3

Will you employ an electrician? No Yes

If yes, provide name & phone number: _____

PROPOSED RETAIL SALES

* Note: All vendors are required to complete an Itinerant Merchants License application

Estimated total number of vendors: 25 Estimated # of each type of vending: 5 Crafts
5 Clothing 5 Food/Beverage 5 Jewelry 5 Misc (Describe in detail below.)
Flagler beach business displays

Prepared Food and Alcoholic Beverages\Liquor Liability

Will food\beverage be prepared\sold at this event? ___ No Yes (If yes, see below.)

Note: Fire extinguishers are required and will be inspected by the Flagler Beach Fire Department, Department of Business & Professional Regulation or Department of Agriculture licenses are required and copies must be provided to the City, additional liability insurance required as set by Special Events Ordinance.

Will alcoholic beverages be dispensed, provided or served? ___ No Yes (If yes, see below.)

Note: Liquor Liability Coverage required.

Name of Organization licensed to serve alcohol at this event: Flagler County Chamber

This organization is _____ for profit not for profit

RESTROOM FACILITIES

Toilet Facilities available?* No ___ If Yes, how many: ___

Will you provide Port-o-lets?* No ___ If Yes, how many: ___ (Designate on site plan.)

*Note: ADA requires one handicapped restroom in each group of restrooms

AMERICANS WITH DISABILITIES ACT

ADA requires with accessibility guidelines as adopted by the State of Florida are now in effect.

SANITATION

Please review the Special Events Ordinance, and Resolution 2008-32 regarding fees for sanitary requirements.

POLICE SERVICES\CROWD CONTROL

Please review the Special Events Ordinance for Police\Security requirements.

LIABILITY INSURANCE WILL BE REQUIRED

See Special Events Ordinance for insurance\indemnity requirements

SIGNATURE(S)

I understand this is an application only and does not obligate the City in any fashion to reserve any facility location or approve an event. I also understand that if application is approved, non-compliance with event ordinances and agreements within these pages, could impact future event terms or approvals.

Signature of Applicant Jiffany Edwards Date 3-6-17

Title of Applicant Director of Events

Affiliation Flagler County Chamber of Commerce

CITY OFFICIALS

To be signed after review of application by department heads or at Special Event Planning Meeting, if required.

Chief of Police _____ Date _____

Fire Chief _____ Date _____

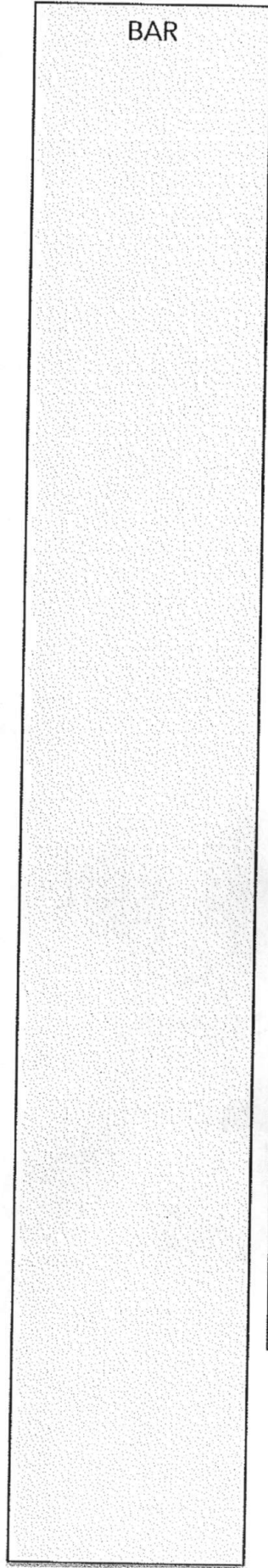
Sanitation _____ Date _____

City Manager _____ Date _____

City Commission Chair _____ Date _____

FLAGLER BEACH BLOCK PARTY
VENDOR LAYOUT
JULY 21

Funky Pelican
Food Tent



Radio Station
Tent

- 25
- 24
- 23
- 22
- 21
- 20
- 19
- 18
- 17
- 16
- 15
- 14
- 13
- 12
- 11
- 10
- 9
- 8
- 7
- 6
- 5
- 4
- 3
- 2
- 1

10 x 10 booth space

ENTRANCE & REGISTRATION TABLE

RESOLUTION 2015-26

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, CREATING EVENT USE FEES FOR THE FLAGLER BEACH MUNICIPAL PIER, PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE

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

SECTION 1. Whereas the City Commission desires to establish a Special Event Use Fee for rental of the Municipal Pier creating an additional venue for events in Flagler Beach.

SECTION 2. The below table shall establish a fee structure for rental of the pier facility for special events.

Spaces and Fees

A charge for the use of the Municipal Pier is hereby established to be as follows:

<u>Fee Schedule</u>	
<u>Municipal Pier*</u> Rental rate is in addition to the established walk out rates: Required Deposit \$115.00	<u>\$115.00 per hour – three-hour minimum – eighteen hour maximum.</u> <u>Non-refundable fees: \$75.00, and walk out fees.</u>
<u>T-Portion of Pier</u> **Required deposit \$75.00 Deposit will be deducted from invoice total	<u>*The T-portion of Pier \$75.00 per hour – one hour minimum – three hour maximum ** required deposit \$75.00</u>
<u>Fees established by Special Event Ordinance and subsequent Resolutions establishing fees associated with Special Events apply in addition to rental rates and deposits</u>	
<u>Additional Services</u>	
<u>Electric use</u> <u>Restroom supply and facility charge</u> <u>Sanitation rates</u> <u>Police Staff</u> <u>Other Staff</u>	<u>\$10 per hour</u> <u>\$35.00</u> <u>\$75.00 for special pick up. Event size may require dumpster and additional fees.</u> <u>Current amount established by F.O.P. Union Agreement</u> <u>Overtime rates apply</u>

*The T-portion of the pier is the end of the pier approximately 25' X 35' or approximately 875 square feet.

Fees are based on a minimum of three hours and maximum of eighteen hours for entire Pier or one hour minimum and three hour maximum for the T-portion of the Pier and shall be subject to change.

Should any unpaid portion of the Special Event invoice/account be placed for collection with an outside agency or attorney, the undersigned agrees to be responsible for all costs related to collection.

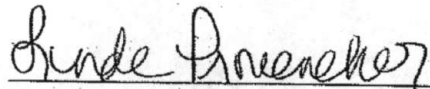
SECTION 3. All resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed.


SECTION 4. This Resolution shall become effective immediately upon passage as provided by law.

PASSED AND ADOPTED THIS 24th DAY OF September, 2015.

CITY OF FLAGLER BEACH, FLORIDA
CITY COMMISSION

ATTEST:


Linda Provencher, Mayor


Penny Overstreet, City Clerk

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—I month	23.36	1.64	25.00

#11

IN THE CIRCUIT COURT, SEVENTH
JUDICIAL CIRCUIT IN AND FOR
FLAGLER COUNTY, FLORIDA

CASE NO.: 2016 CA 000672

JOHN WILLARD SHAW,

Plaintiff,

vs.

CITY OF FLAGLER BEACH, a Florida
municipal corporation; the FLAGLER
COUNTY BOARD OF COUNTY
COMMISSIONERS; FRANCIS E. PUTZ;
SUSAN JARMER; AND ALL UNKNOWN
PARTIES CLAIMING INTERESTS BY,
THROUGH, UNDER OR AGAINST A
NAMED DEFENDANT TO THIS ACTION,
OR HAVING OR CLAIMING TO HAVE
ANY RIGHT, TITLE OR INTEREST IN
THE PROPERTY HEREIN DESCRIBED.

Defendant.

FINAL JUDGMENT QUIETING TITLE

This action was heard after the default of Defendant, Francis E. Putz, and on the consents to judgment from Defendants, City of Flagler Beach, Flagler County, Board of County Commissioners, Francis E. Putz, and Susan Jarmer, and

IT IS ADJUDGED that

1. As to Count I of the Plaintiff's Complaint, the legal description in the Warranty Deed dated May 11, 1998 and recorded on December 28, 1998 in Official Records Book 638, Page 1214 of the Public Records of Flagler County, Florida is reformed to read:

That parcel of excess land within Block 56, Plat of Moody's Subdivision, of record in Map Book 1, Page 24, Public Records of Flagler County, Florida, lying southerly of and adjacent to Lot 12, Block 56, of said Plat of Moody's Subdivision, and being more particularly described as follows: Beginning at the southeast corner of Lot 12, Block 56, of said Plat of Moody's Subdivision; thence south 22°36'02" East, along the easterly line of said block 56; said line

also being the westerly line of South Flagler Avenue, a 50' street as now laid out and occupied, a distance of 50.00 feet to the southeast corner of said Block 56; thence south 67°23'58" west, along the southerly line of said Block 56, a distance of 150.00 feet to a point where is intersected by the easterly line of that 30 foot alley as shown and dedicated on the aforementioned plat of Moody's Subdivision; thence north 22°36'02" west, along said easterly line, a distance of 50.00 feet to the southwest corner of aforementioned lot 12; thence north 67°23'58" east, departing said easterly line, and along the southerly line of said Lot 12, a distance of 150.00 feet to the point of beginning.

(The "Property")

2. As to Count II, Plaintiff is the owner of the Property.
3. Plaintiff's title to the Property is quieted against the claims of Defendants, CITY OF FLAGLER BEACH, a Florida municipal corporation; the FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS; FRANCIS E. PUTZ; SUSAN JARMER; AND ALL UNKNOWN PARTIES CLAIMING INTERESTS BY, THROUGH, UNDER OR AGAINST A NAMED DEFENDANT TO THIS ACTION, OR HAVING OR CLAIMING TO HAVE ANY RIGHT, TITLE OR INTEREST IN THE PROPERTY HEREIN DESCRIBED.
4. The Property does not include, and this judgement shall have no impact on, the real property owned by Defendant, the Flagler County Board of County Commissioners, and more particularly described as:

Lot 13, Block 56, Moody Subdivision, according to the map or plat thereof as recorded in Plat Book 1, Page 24 of the Public Records of Flagler County, Florida.

(The "County Property")

5. The Plaintiff has no right in and makes no claim in the right of way of 13th Street, which is depicted as 19th Street on the Plat of Moody Subdivision, as dedicated to and owned by Defendant, City of Flagler Beach.
6. In addition to the provisions of paragraph 4 above, this judgment shall not result in any

interference to the Board of County Commissioners utilizing the 13th Street public right of way to access the real property described in paragraph 3 above or any other adjacent or surrounding property owned by the Flagler County Board of County Commissioners.

7. The Plaintiff shall bear its own fees and costs and shall not have a right to recover the same from any of the Defendants.

ORDERED at Bunnell, Florida on the ____ day of _____, 2017.

Circuit Judge



FLAGLER BEACH CITY COMMISSION

Item No. 13

Meeting Date: 04-28-2017

Issue: A resolution by the city commission of the city of Flagler Beach, Florida, amending resolution 2016-37 which adopted the FY 2016/17 budget; providing for conflict, providing an effective date hereof.

Submitted by: Kathleen Doyle, Finance Director

Organization: City Staff

RECOMMENDATION: Approve Resolution 2017-18

BACKGROUND: During the course of the year a few projects have come up that were not budgeted for, related to maintenance issues and improving the way the city utilizes the current technology we have.

1. The City needs to replace the 2006 Chevy Pickup used as the Code Enforcement Truck with a more reliable vehicle. The current 2015 Ford F150 (used for Building Code Inspection) with a book value of \$13,825 will be transferred to the General Fund for use by the Code Enforcement Officer. A $\frac{3}{4}$ ton pickup with 4 wheel drive for \$33,500 will be purchased for use by the building inspector. The City has only one other vehicle with 4 wheel drive, and for emergency measures feels the purchase of a second vehicle is warranted. A transfer of \$13,825 will be made to the Building Code Inspection Fund. The remaining funds, (\$19,675), will come from Building Code Inspection Fund for the balance of the purchase.
2. We need to increase the budget for purchasing meters and corresponding hardware for Public Works T&D Department. The cost to install a new meter (hardware only) is \$307 for residential unit. Public Works has installed 54 new meters for SFR homes since October of 2015. The department also requires these parts for repairing/replacing current meters. Staff originally budgeted \$20,000 for all purchases related to repairs & maintenance in the budget. Staff is requesting an additional \$20,000 for the remainder of 2016-17.
3. After the adoption of the 2016-2017 annual budget in September 2016, the Victims Advocate Program was awarded an additional \$5,460 for travel and training. A budget amendment is needed to recognize the additional grant revenue and related expenditure.

BUDGETARY IMPACT: General Fund – Use of Unrestricted Reserves \$13,825, Increase to Revenues \$5,460. Building Code Inspection – Increase Revenues \$33,500. Utility Fund – Use of Unrestricted Reserves \$20,000

LEGAL CONSIDERATIONS/SIGN-OFF:

PERSONNEL:

POLICY/REQUIREMENT FOR BOARD ACTION:

IMPLEMENTATION/COORDINATION:

Attachments

Resolution 2017-18

RESOLUTION 2017-18

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING RESOLUTION 2016-37 WHICH ADOPTED THE FY 2016/17 BUDGET, TO REFLECT A BUDGET AMENDMENT TO ROLL THE APPROPRIATED FUND BALANCES FROM FISCAL YEAR 2015/16 INTO THE BUDGET FOR 2016/17; PROVIDING FOR CONFLICT, PROVIDING AN EFFECTIVE DATE HEREOF.

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

SECTION 1. The FY 2016-2017 Approved Budget is amended as follows:

Increase	102.5242.606400	Capital Equipment – Building Dept.	\$33,500
Increase	102.3200.321101	Building Permits	\$19,675
Increase	102.3600.364100	Sale of Fixed Asset	\$13,825
Increase	001.5241.606400	Capital Equipment – Planning Zoning	\$13,825
Increase	001.3800.389102	Appropriated Fund Balance – General Fund	\$13,825
Increase	401.5332.304600	Repairs & Maintenance – T&D	\$20,000
Increase	401.3800.389102	Appropriated Fund Balance – Utility Fund	\$20,000
Increase	001.5215.304000	Travel & Training – VOCA	\$ 5,460
Increase	401.3800.389102	Appropriated Fund Balance – Utility Fund	\$ 5,460

SECTION 2. All Resolutions or parts thereof in conflict herewith be and the same are hereby repealed.

SECTION 3. This Resolution shall become effective immediately upon passage as provided by law.

PASSED AND ADOPTED THIS _____ DAY OF APRIL, 2017.

ATTEST:

CITY OF FLAGLER BEACH, FLORIDA
CITY COMMISSION

Penny Overstreet, City Clerk

Linda Provencher, Mayor

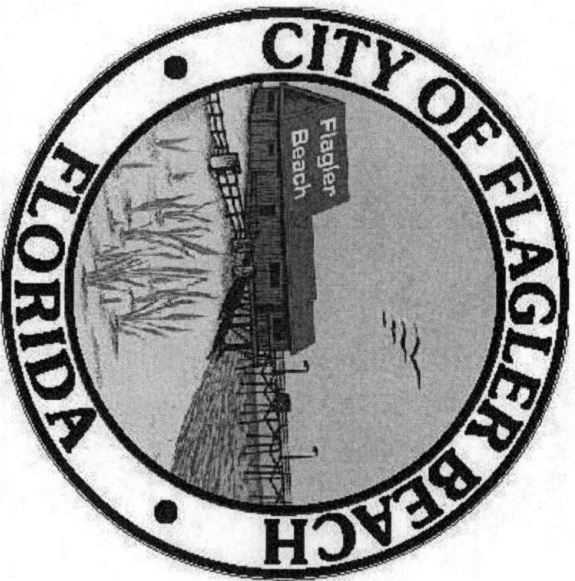
#14

City of Flagler Beach

Budget Report

AS OF

March 31, 2017



Notes to the Quarterly Budget
Quarter Ended March 31, 2017

General Fund

March 31, 2017 marks the end of the second quarter, 50% of our fiscal year. For the quarter ended March 31, 2017, revenues in the General Fund exceeded expenditures by \$967,090. Ad Valorem, Sales and Use Taxes make up 77% of total General Fund Revenues; through March 31st we have received 92% of our Ad Valorem Revenue. Revenues received from the state and FPL, are two months in arrears, so in this report we are only showing state and FPL revenues collected from October through January. 22% (\$532,121) of the \$2.3 million dollars of expenditures in the General Fund are for expenses related to the hurricane. We will see some reimbursement of this from FEMA and the state in the near future. Once we have filed documents the budget will be amended to recognize the additional revenue.

Capital purchases for the quarter, include new audio visual equipment for the commission room.

CRA Fund

Revenues for the CRA are generated by TIF (Tax Increment Funding). The City, Flagler County and East Coast Mosquito Control contribute a portion of the ad valorem they earn to the CRA District. The calculation is figured by the increase in property value since the inception of the CRA District to 2016 and multiplied by each taxing authority's mill rate. This year the CRA will receive \$185,000; this is a 40% increase over the amount of revenue received for 2015-16.

More than 50% of the CRA district revenue goes towards the debt service incurred for the improvements made to

the area. For the 2016-17 budget year, the remainder of the funding (\$70,500) will be used for landscape maintenance, irrigation, auditing and \$5,000 was budgeted for First Friday events.

Building Code Inspection Fund

On March 31st, revenues exceeded expenses by \$44,102. The department has collected 72% of the anticipated \$203,400 budgeted for permitting fees. The city has issued 18 new single family residence permits in Flagler Beach and 4 in Beverly Beach since October 2016.

Pier Enterprise Fund

Revenues are way down with the damage to the Pier. The Bait Shop is operating from 6:00 a.m. to 2:00 p.m. during weekdays with later hours (6:00 a.m. – 8:00 p.m.) on the weekend. 66% of the expenditures, \$293,396, are directly related to the hurricane damage to the pier. We have received \$200,000 from insurance towards the necessary repairs to the pier.

Utility Fund

While Water and Sewer Revenues are close to 50% for the end of the quarter. Currently base fees collected exceed capital projects paid for by 9%.

Expenses exceed Revenues by \$102,208. This was anticipated at budget time; the budget was balanced by the use of reserves.

Capital Expenditures include Nano Filters and Sand Separators, for the Water Treatment Plant, improvements

Notes to the Quarterly Budget
Quarter Ended March 31, 2017

to the S 20th Street Lift Station, improvements to the degasifier chamber at the WTP and work on Well 12. \$82,013 is related to Hurricane Matthew.

anticipates receiving \$850-900,000 from the federal and state funds.

Sanitation Fund

Expenditures exceed Revenues by \$136,486. Of the total amount spent to date, \$632,156; 32% was related to the debris removal from Hurricane Matthew. We are still processing payments to the companies for the cleanup so this is not the final total.

Stormwater Fund

Revenues exceed Expenditures by \$34,388.

Work on two capital stormwater drainage projects has begun. The Ocean Palm project will be partially reimbursed by Grant Revenue.

Encumbered, Restricted and Available Cash Balances

This report is provided to show cash position on March 31, 2017. **Cash and Investment Section** shows reconciled balance of cash in each fund. Remaining Salary and Operational budgets for each fund are averaged and deducted from the totals.

Encumbrances Section, lists the unpaid annual debt service for those funds with debt. Followed by Capital Projects and Equipment budgeted for the year, less any invoices paid. **Restricted Funds Section**, gives the balances as of March 31, 2017 of each restricted fund.

Since the report reflects cash balances, keep in mind we have paid out \$1.1 million as of March 31st, but we have not received any funds from FEMA or the State. The city

March 2017

General Fund

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE	
REVENUES							
Total Dept 3100-	AD VALOREM, SALES AND USE TAXES	3,961,809	3,961,809	2,985,254	75.35%	50.00%	25.35%
Total Dept 3200-	LICENSE & PERMITS	125,350	125,350	108,857	86.84%	50.00%	36.84%
Total Dept 3300-	INTERGOVERNMENTAL	739,682	929,736	147,808	15.90%	50.00%	-34.10%
Total Dept 3400-	CHARGES FOR SERVICE	42,133	42,133	19,466	46.20%	50.00%	-3.80%
Total Dept 3500-	FINES & FORFEITURES	42,550	42,550	19,008	44.67%	50.00%	-5.33%
Total Dept 3600-	MISCELLANEOUS REVENUE	49,020	69,298	65,981	95.21%	50.00%	45.21%
TOTAL Revenues		4,960,544	5,170,876	3,346,374	64.72%	50.00%	14.72%

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE	
EXPENDITURES							
Total Dept 5111-	COMMISSION	75,892	81,128	32,586	40.17%	50.00%	-9.83%
Total Dept 5122-	EXECUTIVE	123,393	123,393	69,923	56.67%	50.00%	6.67%
Total Dept 5123-	CITY CLERK	267,674	267,674	121,166	45.27%	50.00%	-4.73%
Total Dept 5124-	HUMAN RESOURCES	78,631	79,191	30,810	38.91%	50.00%	-11.09%
Total Dept 5131-	FINANCE	184,564	184,564	83,448	45.21%	50.00%	-4.79%
Total Dept 5141-	LEGAL	158,400	158,400	58,888	37.18%	50.00%	-12.82%
Total Dept 5191-	MAINTENANCE	525,307	525,307	174,857	33.29%	50.00%	-16.71%
Total Dept 5192-	GENERAL GOVERNMENT	569,897	759,951	463,143	60.94%	50.00%	10.94%
Total Dept 5214-	POLICE DEPARTMENT	1,384,605	1,396,358	656,290	47.00%	50.00%	-3.00%
Total Dept 5215-	VICTIMS ADVOCATE	122,005	122,005	62,191	50.97%	50.00%	0.97%
Total Dept 5221-	FIRE DEPARTMENT	788,524	791,457	365,146	46.14%	50.00%	-3.86%
Total Dept 5241-	BUILDING & ZONING	138,744	148,754	46,678	31.38%	50.00%	-18.62%
Total Dept 5411-	ROADS & STREETS	289,194	448,209	94,784	21.15%	50.00%	-28.85%
Total Dept 5711-	LIBRARY	125,988	126,900	57,026	44.94%	50.00%	-5.06%
Total Dept 5712-	MUSEUM	14,280	14,280	1,665	11.66%	50.00%	-38.34%
Total Dept 5722-	BEACH DEPARTMENT	315,396	320,896	44,800	13.96%	50.00%	-36.04%
Total Dept 5800-	RECREATION	107,698	108,448	15,883	14.65%	50.00%	-35.35%
TOTAL Expenditures		5,270,192	5,656,915	2,379,284	42.06%	50.00%	-7.94%

GENERAL FUND SUMMARY			
	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	4,960,544	5,170,876	3,346,374
TRANSFERS OUT (INFRASTRUCTURE SURTAX)	(159,900)	(159,900)	
USE (RETURN) OF FUND BALANCE RESERVES	469,548	564,357	
ENCUMBERED FROM PRIOR YEAR		81,582	
TOTAL EXPENDITURES	5,270,192	5,656,915	2,379,284
NET OF REVENUES & EXPENDITURES	-	(0)	967,090

March 2017

CRA Fund

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3100-	183,794	183,794	184,999	100.66%	50.00%	50.66%
TOTAL Revenues	183,794	183,794	184,999	100.66%	50.00%	50.66%

EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5391-	70,500	70,500	20,173	28.61%	50.00%	-21.39%
Total Dept 5392-	104,979	104,979	10,373	9.88%	50.00%	-40.12%
TOTAL Expenditures	175,479	175,479	30,546	17.41%	50.00%	-32.59%

GRA FUND SUMMARY			ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
ORIGINAL BUDGET	AMENDED BUDGET		DATE			
TOTAL REVENUES	183,794	183,794	184,999			
USE (RETURN) OF FUND BALANCE RESERVES	(8,315)	(8,315)	0			
ENCUMBERED FROM PRIOR YEAR						
TOTAL EXPENDITURES	175,479	175,479	30,546			
NET OF REVENUES & EXPENDITURES	-	-	154,453			

Building Code Inspection Fund

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3200-	203,400	203,400	147,928	72.73%	50.00%	22.73%
TOTAL Revenues	203,400	203,400	147,928	72.73%	50.00%	22.73%

EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5242-	194,640	194,640	95,127	48.87%	50.00%	-1.13%
TOTAL Expenditures	194,640	194,640	95,127	48.87%	50.00%	-1.13%

BUILDING CODE INSPECTION FUND SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	203,400	203,400	147,928
USE (RETURN) OF FUND BALANCE RESERVES	(360)	(360)	(8,699)
TRANSFERS OUT (EDUCATION FEES)	(8,400)	(8,400)	95,127
TOTAL EXPENDITURES	194,640	194,640	44,102
NET OF REVENUES & EXPENDITURES	-	-	44,102

March 2017

Pier Fund

REVENUES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3400-		289,000		289,000	10,211	253,356	3.53%	50.00%	-46,47%
Total Dept 3600-		130,129		130,129		253,356	194.70%	50.00%	144.70%
TOTAL Revenues		419,129		419,129		263,567	62.88%	50.00%	12.88%

EXPENDITURES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5725-		426,786		426,786	446,814	446,814	104.69%	50.00%	54.69%
TOTAL Expenditures		426,786		426,786		446,814	104.69%	50.00%	54.69%

PIER FUND SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	419,129	419,129	263,567
USE (RETURN) OF FUND BALANCE RESERVES	7,657	7,657	446,814
TOTAL EXPENDITURES	426,786	426,786	(183,247)
NET OF REVENUES & EXPENDITURES			

NOTE: \$200,000 of Misc Revenue is Insurance Proceeds

March 2017

Utility Fund

REVENUES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3400	960,000	960,000	438,557		45.68%	50.00%	-4.32%		
Total Dept 3400	810,320	810,320	374,046		46.16%	50.00%	-3.84%		
Total Dept 3400	808,500	808,500	404,271		50.00%	50.00%	0.00%		
Total Dept 3400	450,000	450,000	213,257		47.39%	50.00%	-2.61%		
Total Dept 3400	44,850	44,850	29,055		64.78%	50.00%	14.78%		
Total Dept 3500	35,000	35,000	20,388		58.25%	50.00%	8.25%		
Total Dept 3600	233,500	233,500	127,212		54.48%	50.00%	4.48%		
TOTAL Revenues	3,342,170	3,342,170	1,606,786		48.08%	50.00%	-1.92%		

EXPENDITURES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5331-	1,516,873	1,576,995	385,680		24.46%	50.00%	-25.54%		
Total Dept 5332-	313,907	353,907	153,661		43.42%	50.00%	-6.58%		
Total Dept 5351-	1,293,722	1,558,134	300,251		19.27%	50.00%	-30.73%		
Total Dept 5352-	362,373	403,291	110,414		27.38%	50.00%	-22.62%		
Total Dept 5391-	424,373	424,373	205,945		48.53%	50.00%	-1.47%		
Total Dept 5391-	465,750	465,750	232,875		50.00%	50.00%	0.00%		
Total Dept 5392-	0	406,117	197,981		48.75%	50.00%	-1.25%		
TOTAL Expenditures	4,376,998	5,188,567	1,586,807		30.58%	50.00%	-19.42%		

UTILITY FUND SUMMARY			ACTUAL YEAR TO DATE	
	ORIGINAL BUDGET	AMENDED BUDGET	DATE	
TOTAL REVENUES	3,342,170	3,342,170	1,606,786	
USE (RETURN) OF FUND BALANCE RESERVES	699,828	699,828		
TRANSFERS IN (RESTRICTED IMPACT FEES)	500,000	500,000		
TRANSFERS OUT (RESTRICTED IMPACT FEES)	(165,000)	(165,000)	(122,187)	
ENCUMBERED FROM PRIOR YEAR	0	811,569		
TOTAL EXPENDITURES	4,376,998	5,188,567	1,586,807	
NET OF REVENUES & EXPENDITURES	-	-	1,586,807	(102,208)

Base Fees vs. Capital Costs (Revenues & Expenses to date)	
Base Fees Collected	\$ 617,528
Capital Expenditures/Debt Service	\$ 561,436
	\$ 56,092

March 2017

Sanitation Fund

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3400						
Total Dept 3500						
Total Dept 3600						
TOTAL Revenues	1,111,800	1,111,800	485,075	43.63%	50.00%	-6.37%
	10,500	10,500	5,583	53.17%	50.00%	3.17%
	9,500	9,500	5,012	52.76%	50.00%	2.76%
TOTAL Revenues	1,131,800	1,131,800	495,670	43.79%	50.00%	-6.21%

EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5341						
Total Dept 5391						
TOTAL Expenditures	1,177,949	1,177,949	579,810	49.22%	50.00%	-0.78%
	101,219	101,219	52,346	51.72%	50.00%	1.72%
TOTAL Expenditures	1,279,168	1,279,168	632,156	49.42%	50.00%	-0.58%

SANITATION FUND SUMMARY			ACTUAL YEAR TO DATE		
ORIGINAL BUDGET	AMENDED BUDGET	DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
TOTAL REVENUES	1,131,800	1,131,800	495,670		
USE (RETURN) OF FUND BALANCE RESERVES	147,368	147,368			
ENCUMBERED FROM PRIOR YEAR	0	0			
TOTAL EXPENDITURES	1,279,168	1,279,168	632,156		
NET OF REVENUES & EXPENDITURES	-	-	(136,486)		

Stormwater Fund

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3300						
Total Dept 3400						
Total Dept 3500						
Total Dept 3600						
TOTAL Revenues	763,000	875,430	0	0.00%	50.00%	-50.00%
	273,420	273,420	124,534	45.55%	50.00%	-4.45%
	2,800	2,800	1,539	54.96%	50.00%	4.96%
	600	600	561	93.50%	50.00%	43.50%
TOTAL Revenues	1,039,820	1,152,250	126,634	10.99%	50.00%	-39.01%

EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5391-						
Total Dept 5391-						
Total Dept 5392-						
TOTAL Expenditures	1,030,474	1,030,474	39,261	3.81%	50.00%	-46.19%
	117,764	117,764	16,401	13.93%	50.00%	-36.07%
	-	167,656	36,584	21.82%	50.00%	-28.18%
TOTAL Expenditures	1,148,238	1,315,894	92,246	7.01%	50.00%	-42.99%

STORMWATER FUND SUMMARY

STORMWATER FUND SUMMARY		ACTUAL YEAR TO DATE	
ORIGINAL BUDGET	AMENDED BUDGET	DATE	PERCENT REALIZED
TOTAL REVENUES	1,039,820	1,152,250	126,634
USE (RETURN) OF FUND BALANCE RESERVES	108,418	108,418	
ENCUMBERED FROM PRIOR YEAR	55,226	55,226	
TOTAL EXPENDITURES	1,148,238	1,315,894	92,246
NET OF REVENUES & EXPENDITURES	-	-	34,388

March 2017

All Funds Budget Report

REVENUES

FUND	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
			DATE				
001	4,957,044	5,170,876	3,346,374		64.72%	50.00%	14.72%
101	183,794	183,794	184,999		100.66%	50.00%	50.66%
102	203,400	203,400	147,928		72.73%	50.00%	22.73%
103	419,129	419,129	263,567		62.88%	50.00%	12.88%
401	3,342,170	3,342,170	1,606,785		48.08%	50.00%	-1.92%
403	1,131,800	1,131,800	495,670		43.79%	50.00%	-6.21%
405	1,039,820	1,152,250	126,634		10.99%	50.00%	-39.01%
TOTAL REVENUES	11,277,157	11,603,419	6,171,957		53.19%	50.00%	3.19%

EXPENDITURES

FUND	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
			DATE				
001	5,270,192	5,656,915	2,379,284		42.06%	50.00%	-7.94%
101	175,479	175,479	30,546.00		17.41%	50.00%	-32.59%
102	194,640	194,640	95,127		48.87%	50.00%	-1.13%
103	426,786	426,786	446,814		104.69%	50.00%	54.69%
401	4,376,998	5,353,570	1,586,807		29.64%	50.00%	-20.36%
403	1,279,168	1,279,168	632,156		49.42%	50.00%	-0.58%
405	1,148,238	1,315,894	92,246		7.01%	50.00%	-42.99%
TOTAL EXPENDITURES	12,871,501	14,402,452	5,262,980		36.54%	50.00%	-13.46%

REVENUES LESS EXPENDITURES

FUND	ACTUAL YEAR TO	DATE
001	967,090	
101	154,453	
102	44,102	
103	(183,247)	
401	(102,209)	
403	(136,486)	
405	34,388	
TOTAL REVENUES LESS EXPENDITURES	778,091	

Encumbered, Restricted and Available Cash Balances
Friday, March 31, 2017

	General	Building Code Inspection	Pier Enterprise	Utility	Sanitation	Stormwater	CRA
Cash & Investments							
Operating Accounts	1,913,167	155,197	67,048	658,749	197,773	267,486	305,476
Inter Fund Transfers Pending							
Remaining Budgeted Salaries & Operations Averaged Monthly	(478,691)	(16,222)	(44,663)	(206,707)	(64,202)	(16,866)	(8,388)
SBA Accounts	2,544,761			1,566,513	506,175	95,885	
FL Municipal	2,776,880			4,055,261	504,887		
Total Cash & Investments	6,756,117	138,975	22,365	6,073,816	1,144,633	346,503	297,088
Encumbrances:							
<i>Debt Service</i>							
Revenue Bond Note							
SRF Loan				232,875			117,764
Interfund Loan							30,233
<i>Capital Projects</i>							
Improvements to Facilities	201,370		937,128	547,749	80,000		
Improvements to Infrastructure				1,098,084			1,021,072
Capitalized Equipment	179,457			190,866	190,000		
Total Encumbered Funds	380,827		937,128	2,069,574	270,000	1,138,836	94,606
Restricted For Projects & Purchases funded by:							
Infrastructure (ISX)	622,505						
Reserve for Fire Truck (Transferred from ISX)	131,579						
Radio Reserve (ISX Reserve)	233,334						
Support Equipment Reserve - Fire Department (ISX Funds)	22,967						
Computer Hardware Reserve	58,400						
Police Training	2,748						
Law Enforcement Automation	4,154						
A1A Land Purchases	18,490						
Beach Management Reserve	30,000						
Reserve for Contingencies	22,722						
Reserved for Paving	265,946						
Restricted Education Fund - Bldg Code Inspection		32,304					
Restricted Technology Fund - Bldg Code Inspection		7,538					
Restricted Admin Fund - Bldg Code Inspection		4,200					
Sewer Impact							
Water Impact				1,628,346			
(Less appropriated funds)				1,555,905			
Utility Deposits				(497,842)			
Reserve for Water Department				201,717			
Reserve for Wastewater Department				65,003			
Total Restricted Funds	1,412,845	44,042	-	3,240,385	-	-	-
Total Encumbered and Restricted Funds	1,793,672	44,042	937,128	5,309,959	270,000	1,138,836	94,606
Unencumbered, Unrestricted Funds (Cash Balance)	4,962,445	94,933	(914,763)	763,857	874,633	(792,333)	202,482
Total All Funds	6,756,117	138,975	22,365	6,073,816	1,144,633	346,503	297,088
Total Available Funds (after Encumbrances)	6,375,290	138,975	(914,763)	4,004,242	874,633	(792,333)	202,482

04/21/2017

Budget Line Transfers March 2017
 Post Dates: 03/01/2017 to 03/31/2017
 Posted and Unposted Journal Entries

Journal Number GL Number	Date Description	JNL	Description	User DR	CR
6543 POSTED BY KDoyle 001.5111.304800 001.3600.384000	03/01/2017 PROMOTIONAL ACTIVITIES Other Funding Sources	BA	INCREASE FOR FEED FLAGLER CORRECTION	KDoyle 162.08	162.08
				-----	162.08
				162.08	162.08
6539 POSTED BY KDoyle 001.5111.304800 001.3600.384000	03/10/2017 PROMOTIONAL ACTIVITIES Other Funding Sources	BA	INCREASE FOR FEED FLAGLER	KDoyle 1,210.67	1,210.67
				-----	1,210.67
				1,210.67	1,210.67
6540 POSTED BY KDoyle 001.5111.304800 001.3600.384000	03/10/2017 PROMOTIONAL ACTIVITIES Other Funding Sources	BA	INCREASE FOR FEED FLAGLER CORRECTION	KDoyle 83.40	83.40
				-----	83.40
				83.40	83.40
6572 POSTED BY KDoyle 001.5221.304800 001.5221.305200	03/16/2017 PROMOTIONAL ACTIVITIES OPERATING SUPPLIES	BA	INCREASE PROMOTIONAL FIRE DEPT	KDoyle 76.00	76.00
				-----	76.00
				76.00	76.00
6582 POSTED BY KDoyle 001.5411.304600.081 001.3800.389102 001.5214.606400.096 001.5411.304600.144 001.3600.364100 001.3800.389102 001.5411.304600.139 001.3800.389102 401.5391.303100 401.3800.389102 001.5241.606100 001.3800.389102	03/23/2017 REP & MAINT STREET LIGHTING FDOT AMENDED APPROPRIATED FUND BALANCE TRAFFIC CALMING EQUIPMENT REPAIRS & MAINTENANCE SALE OF FIXED ASSETS AMENDED APPROPRIATED FUND BALANCE REPAIRS & MAINTENANCE AMENDED APPROPRIATED FUND BALANCE PROFESSIONAL SERVICES AMENDED APPROPRIATED FUND BALANCE SOFTWARE PURCHASE AMENDED APPROPRIATED FUND BALANCE	BA	RESOLUTION 2017-16	KDoyle 70,000.00 13,200.00 6,800.00 8,000.00 24,550.00 10,010.00	70,000.00 10,000.00 10,000.00 8,000.00 24,550.00 10,010.00
				-----	132,560.00
				132,560.00	132,560.00
6597 POSTED BY ch_admin 401.5332.304000 401.5332.606401	03/31/2017 TRAVEL/TRAINING EQUIPMENT LESS THAN \$5000	BA	INCREASE FOR EQUIPMENT PURCHASE T&D	ch_admin 632.00	632.00
				-----	632.00
				632.00	632.00
6598 POSTED BY ch_admin 001.5131.304000 001.5131.606401	03/31/2017 TRAVEL/TRAINING EQUIPMENT LESS THAN \$5000	BA	INCREASE FOR COMPUTER/SCANNER	ch_admin 529.00	529.00
				-----	529.00
				529.00	529.00

RESOLUTION 2017-19

#15

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, DECLARING CERTAIN PROPERTY TO BE SURPLUS, PROVIDING FOR CONFLICT AND AN EFFECTIVE DATE.

WHEREAS, City Staff recommends the item listed below be declared surplus, as the items are no longer in optimal operating condition or it is not cost effective to have it repaired.

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

SECTION 1. The following property listed in table "A" is declared surplus, and will be auctioned to the highest bidder.

Table "A"

<u>Item</u>	<u>Vendor</u>	<u>Department</u>	<u>Model/Serial</u>	<u>City Asset #</u>
Police Vehicle	Ford	Police	2005 Crown Vic VIN # 2FAFP71W45X115247	2802
Donated Car	Nissan	Police	2004 Maxima VIN# 1N4BA41E84C847785	5383

SECTION 2. All resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed.

SECTION 3. This Resolution shall become effective immediately upon passage as provided by law.

PASSED AND ADOPTED THIS _____ DAY OF APRIL, 2017.

CITY OF FLAGLER BEACH, FLORIDA
CITY COMMISSION

ATTEST:

Linda Provencher, Mayor

Penny Overstreet, City Clerk

Item

17

Staff

Reports

04/06/2017

Mr. Newsom,

The following are the weekly highlights;

- Lieutenant Kennedy, FF/EMTs Feldman and Forte have all successfully completed the Hazardous Material Technician Class. They are currently studying and preparing for their State exams
- Lieutenant Kennedy is teaching another State certified class this week at the station. The class is Strategy & Tactics and there are five agencies participating in the training, including three members from FBFD
- On Tuesday the new outboard motor was installed on Rescue Boat 11. The timing couldn't have been better considering we are entering the spring/summer season. The department is also planning its annual Water Rescue Training Day. The day will consist of a proficiency swim, training on water rescue equipment, and finally a Bar-B- Q for department members
- On Wednesday the new operator was installed on the north bay door. In addition the chain hoist was also installed on the overhead door at the Parks Building. The two repairs complete all overhead doors throughout the city. Insuring all doors remain in good condition, the plan is to implement the new maintenance contract in October
- Considering the planning meetings have begun for the Fabulous 4th, I have submitted my resource requests to all the other agencies in the county
- As we discussed, I spoke with Jared Shupe and he sending me all the current information concerning the RFP for the consultant.

Typically I would have the highlights to you sooner, due to the sick day at the end of last week this is the first opportunity I've had to send the report. I look forward to talking to you soon.

Thanks,

Bobby



Flagler Beach Fire Department

Weekly Run Report from 03/30/2017-04/6/2017

CALLS BY INCIDENT TYPE

EMS

14

Fire

2

Hazardous Condition (No Fire)

5

Service Call

4

Motor Vehicle Accident

3

Fire Alarm

0

Total Calls

28

04/13/2017

Mr. Newsom,

The following are the weekly highlights;

- This week is National Tele communicators Week and each agency throughout the county takes a day to recognize our local dispatchers. This is done by bringing the dispatchers either lunch or dinner on the agency's assigned day. Chief Doughney was selected for Monday and he brought the crews fried chicken and sides. On Tuesday I delivered pizza, soda, and a sheet cake that read " Flagler Beach thanks you for your service"
- FF/EMT J. Feldman attended another State certified class this week. The class was Building Construction and was offered at the St. Augustine Fire Department. This was the last class for FF/EMT Feldman in the Fire Officer 1 series of classes. He is currently studying for his FO1 State Exam
- On Wednesday Chief Doughney, Eric Cooley, and I attended a meeting at the Flagler Beach Women's Club. This was the club's regular monthly meeting, but the members took time to recognize several of the events they participated in over the past year. This included the Pancake Breakfast, T-shirt sales, and the Hot Stuff Chili Event. The club raised significant funds for both the Police and Fire Departments. Chief Doughney, Eric Cooley, and I all spoke to express our gratitude
- As you know also on Wednesday I attended the Kids' Town Hall Meeting. I appreciated the opportunity to listen to the children's innovative ideas and their concerns for the city
- I received the final report from R&M Solutions this week concerning the city's fire hydrants. Overall the city fared well, but there are a couple of hydrants that are in need of immediate replacement. There are still funds within the original PO to accomplish this. Allen Watts and the R&M rep. are also working on a schedule for hydrant replacement in next year's budget
- The Fire Mitigation project I reported to you a couple weeks ago is completed. This was the project located on N. 6th St./ Central Ave. and marks the 63rd completed project to date

I look forward to talking to you soon.

Thanks,

Bobby



Flagler Beach Fire Department

Weekly Run Report from 4/6/2017 – 4/13/2017

CALLS BY INCIDENT TYPE

EMS

18

FIRE

5

Hazardous Condition (No Fire)

1

Service Call

9

Good Intent Call

1

False Alarm & False Call

0

Total Calls

34

Penny Overstreet

From: Robert Pace
Sent: Thursday, April 20, 2017 11:05 AM
To: Larry Newsom
Cc: Penny Overstreet
Subject: Weekly

04/20/2017

Mr. Newsom,
The following are weekly highlights;

- I recently met with the Lieutenants to discuss overall cleanliness of fire apparatus. Although the crews conduct a thorough washing (exterior/cabs) of the trucks each week on an assigned day, there was some concern of compartment cleanliness. The Lieutenants have recently implemented a program that involves removing all equipment from the compartments, wash-down of the compartment, and orderly restocking the equipment. With the schedule in place, each truck is insured a thorough compartment cleaning once a month
- Tuesday was a busy day that involved annual fit testing, CPR recertification, career member's staff meeting, and a ride-up exam for the department's newest members. Each firefighter's SCBA mask must fit properly while working in a hazardous environment. Once a year the firefighters don their masks, they are connected an analyzing machine, ran through a series of exercises, and given the results of a proper seal for the masks they utilize daily. All members passed with no discrepancies noted. CPR recertification is required for all members every two years. This was also conducted in-house on Tuesday and taught by CPR Instructor FF/PM J. Macklefresh. All members are mandated on an assigned day to insure that all firefighters are on the same rotation for testing and recertification. Considering all members were in house, it was a good opportunity to conduct a staff meeting. Any concerns and future goals of the department were discussed in the meeting. Finally a ride-up exam was conducted for the department's three newest members. Although the rookies have passed the State Driver/Engineer Exam, they are still required to pass the department's D/E testing allowing them to move into a driver's role when called upon. There were a couple discrepancies noted during testing. The firefighters will be reviewing any problem areas and re-test over the next few weeks
- One of the department's volunteer members (Kolton Shamp) graduated Fire Academy this week. I was asked to attend the ceremony and present Kolton with his certificate of compliance. I was honored to be a part of this important night and I look forward to seeing Kolton working with the crews
- With the new boat motor installed on Rescue Boat 11 a few of the firefighters have been training in the IW on the craft. The only feedback I've received is the boat is running great
- As you know on Wednesday I spoke to this year's Citizen's Academy on hurricane preparedness. Typically I would review the city's Emergency/Evacuation Plan, but I took this opportunity to review a PowerPoint I recently delivered to an Emergency Management Class at Flagler College. I believe the presentation gave our residents a clear view of the approach taken towards Hurricane Mathew pre/post storm
- I spoke with Commissioner McGrew on a project she was leading earlier this week. The project involved removing some plants at the Aliko and transplanting them on the northern dunes this morning. I am proud to say after coming off shift and before exiting the city, that C shift's crew went to pitch in

I look forward to talking to you soon.



Flagler Beach Fire Department

Weekly Run Report from 4/13/2017 – 4/20/2017

CALLS BY INCIDENT TYPE

EMS

20

FIRE

0

Hazardous Condition (No Fire)

3

Service Call

8

Good Intent Call

1

False Alarm & False Call

0

Total Calls

32



FLAGLER BEACH POLICE DEPARTMENT
 Matthew P. Doughney, Chief of Police
 204 South Flagler Avenue
 Flagler Beach, FL 32136
 386.517.2023

Chief's Weekly Report

From: Friday	3/31/2017	To: Thursday	4/6/2017				
Calls For Service	65	Felony Arrest	2	Reports Written	20	Citations Issued	43
Self-Initiated	27	Misd. Arrest	0	Comm. Policing	28	Warnings (Written/Verbal)	33
Traffic Stops	29	City Ordinance	3	Security Checks	190		

Chief's Weekly Summary

Friday: 3/31/17 @ 1:26 a.m. / Warrant Arrest / North Second Street & North Daytona Avenue: Patrol Officers recognized a vehicle matching an intelligence bulletin issued by the Flagler County Sheriff's Office on March 29, 2017. Officers confirmed that the occupant of the vehicle had an active arrest warrant from Oklahoma. The warrant for issuing bogus checks was confirmed via teletype and the suspect was arrested without incident and transported to the Flagler County Inmate facility. Great Job!

Friday: Chief Doughney patrolled the City on a Police bicycle from 12:00 p.m. to 3:00 p.m. Two (2) written warnings for wrong direction parking violations were issued on 5th Street South.

Friday: 3/31/17 @ 10:06 p.m. / Baker Act / 2500 Block of South Central Avenue: Officers responded to this location for a possible Baker Act. When Officers went to take the subject into custody he physically resisted. The subject was Tased on two (2) separate occasions, with negative results. The subject fled westbound on foot toward South 25th Street and he evaded captured. Charges were completed and turned over to Dayshift.

Saturday: Dayshift Officers followed up on last night's Baker Act and they located the subject in a residential back yard. The subject was in grave medical condition, with multiple self-inflicted lacerations and puncture wounds. The subject was transported to Halifax Hospital via Fire Flight and a Baker Act form was completed and dropped off at Halifax Hospital. The criminal charges on the subject will be filed with the State Attorney's Office for review.

Saturday: 4/1/17 @ 12:52 p.m. / Burglary / 200 Block of South Oceanshore Boulevard: Officers responded in reference to approximately \$320.00 in cash being removed from the construction trailer/office at the Pier. The victim stated that he had placed his wallet containing the \$320.00 in his tool belt in the storage area of the trailer/office and upon returning to the trailer, the money was missing. No suspect(s) at this time.

Sunday: 4/2/17 @ 2:55 p.m. / Larceny / 414 Beach Village Drive (Publix): Officers responded to Publix in reference to an elderly females purse being taken from her shopping cart. Upon arrival the victim stated while in the frozen food section, she turned away from her cart for a few seconds and upon turning back around, her cart was gone. Surveillance video footage shows the suspect removed the victim's purse from the cart, placed it inside of her handbag and exited the store. An "Attempt to Identify" bulletin was issued to the local media and it was also posted on social media in an effort to identify the suspect in this case.

Monday: 4/3/17 @ 1:00 pm / Baker Act / 815 Moody Lane (Betty Steflik Park): Officers responded to the park reference a suicidal female. Upon Officers arrival, a witness and the female in question were located at the Pavilion. The female subject was taken into custody under the Baker Act and while enroute to Stewart Marchman, she began vomiting in the back seat of the patrol vehicle. The Patrol Officer responded to Station 92 where Rescue 92 took possession of female and transported her to Florida Hospital Flagler for medical evaluation. The Baker Act form was turned over to Hospital staff.

Tuesday: Chief Doughney along with our Victim Advocates attended a Victims Rights Week breakfast at the Palmetto Club in Daytona Beach. The event was hosted by Halifax Health Hospice and Commissioner Mealy was also in attendance. A great turnout for a great event!

Thursday: Chief Doughney attended the first multi-disciplinary meeting for this year's July 4th event. The meeting was held at the Flagler County Emergency Operations Center from 2:00 p.m. to 3:00 p.m.

Thursday: 4/6/17 @ 10:37 a.m. / Burglary Commercial / 2123 North Oceanshore Boulevard (Turtle Shack): Officers responded in reference to an unknown male suspect entering the business around midnight and removing cash from the register. Entry/exit was made into the business by cutting the screen/plastic next to the south front door. The suspect is captured on surveillance video footage running south on North Oceanshore Boulevard upon exiting the business. Several fingerprints were located and the video footage was retrieved.

Tour De Force: Officer Vinci participated in this year's "Tour De Force" Police bicycle tour. The tour is a 270 mile charity bicycle ride from North Miami Beach, Florida to Daytona Beach Shores, Florida. The five (5) day ride is organized and manned by devoted volunteers of the Law Enforcement community and all monies raised are donated to the families of fallen Law Enforcement Officers. Officer Vinci raised over \$1,000 that will be donated to the family of Deputy Scott Williams (Taylor County Sheriff's Office). Great Job Officer Vinci!

Training: Officer McCraney attended a four (4) hour Intoxilyzer refresher training at Daytona State College on Monday from 8:00 a.m. to 12:00 p.m.

Sea Dune Parking: Officers issued one (1) verbal warning and six (6) City parking citations for sea dune violations this week.



FLAGLER BEACH POLICE DEPARTMENT
Matthew P. Doughney, Chief of Police
204 South Flagler Avenue
Flagler Beach, FL 32136
386.517.2023

Chief's Weekly Report

From: Friday	4/7/2017	To: Thursday	4/13/2017
Calls For Service	49	Reports Written	13
Self-Initiated	37	Misd. Arrest	1
Traffic Stops	32	City Ordinance	6
		Comm. Policing	19
		Security Checks	226
		Citations Issued	41
		Warnings (Written/Verbal)	37

Chief's Weekly Summary

Friday: 4/7/17 @ 12:48 a.m. / Narcotics Arrest / 300 Block of Moody Boulevard: While on foot patrol in the 300 block of Moody Boulevard a Patrol Officer observed a suspicious vehicle in the parking lot. When the Officer approached the vehicle he observed a male subject in possession of cocaine. Contact was made with the subject and the investigation resulted in the arrest of the subject for Possession of Cocaine and Possession of Drug Paraphernalia. Good Job!

Friday: Lieutenant Doyle was present for this month's 1st Friday event in Veteran's Park and the musical guest were "Highway 1". A crowd estimated at 800 were on hand and the weather was perfect. There were no problems with this month's event and May's 1st Friday is set for May 5th.

Saturday: 4/8/17 @ 1:25 a.m. / Narcotics / 2200 Block of Moody Boulevard: A Patrol Officer conducted a traffic stop and upon making contact with the Driver, the smell of Marijuana was present. The investigation resulted in the issuance of a Notice to Appear in Court to the Driver for Possession of Marijuana Under 20 grams and Possession of Drug Paraphernalia.

Saturday: Chief Doughney, Lieutenant Doyle and all of our Victim Advocates attended the 5th annual Victim's Rights Sunrise Service at Wickline Park. The service started at 7:00 a.m. with our State Attorney, R.J. Larizza, as the Keynote Speaker. The service concluded just before 8:00 a.m. Great service and great job by our Victim Advocate Michele for planning the event.

Sunday: Chief Doughney and Officer Cozzone attended the annual Law Enforcement & First Responder Mass at Allen Chapel AME Church in Daytona Beach. Officer Cozzone was recognized by the Church with the "Beyond the Call of Duty" award for his outstanding efforts. The Mass started at 10:00 a.m. and concluded just before noon. Officer Cozzone was accompanied by his Mother and his Wife. Congratulations Officer Cozzone!

Sunday: 4/9/17 @ 5:10 p.m. / Larceny / 100 Block of South Oceanshore Boulevard (on Beach): The victim reported that while he was in the water someone stole his backpack containing his wallet, iPhone and other personal items. The victim advised he was only gone for approximately 15 minutes. No witnesses or suspects at this time.

Follow Up: The suspect in the April 2nd purse theft from Publix has been identified and charged accordingly. Detective Williams obtained an arrest warrant for the suspect and the warrant was served at the St. John's County Jail where the suspect is in custody on similar charges. Great overall job by all involved!

Wednesday: Chief Doughney attended a meeting at the Women's Club at 10:00 a.m. and he also attended the "Kids Town Hall" meeting at City Hall from 6:00 p.m. to 7:00 p.m.

Thursday: Chief Doughney rode a Police bicycle sporadically throughout the day. Today's ride was cut short due to high winds on the beachside.

Training: Officer Jones attended Motorcycle training with Deputies from the Flagler County Sheriff's Office and the St. John's County Sheriff's Office. Officers Guerrero and McCraney also attended as they're both interested in attending an upcoming Motorcycle Certification Course. The training was conducted in St. John's County from 7:00 a.m. to 5:00 p.m.

Sea Dune Parking: Officers issued two (2) verbal warnings and one (1) City parking citation for sea dune violations this week.