

## City Services Contract Term Sheet

**Contractor:** Wells Creek East Homeowners Association, Inc. (“Contractor”)

**City Funding Request:** \$25,000 (“City Funds”)

**Fiscal Year:** Fiscal Year 2023-2024

**City Contract Term:** Effective Date of Ordinance – September 30, 2024

**Purpose:** The purpose of the City Funds is to provide funding for a grant to Contractor to procure off-duty traffic control services for the intersection of Wells Creek Parkway and Philips Highway.

**Scope of Work:** Contractor shall use the City Funds to obtain off-duty traffic control services for the intersection of Wells Creek Parkway and Philips Highway. Contractor shall use the City Funds to pay the costs for up to two (2) police officers to provide these services on Mondays through Fridays, from 6:00 a.m. until 9:00 a.m., only on days when Duval County Public Schools are in session. Traffic control services will be provided only when off-duty officers are available and have accepted the assignment. Contractor shall provide off-duty traffic control services using the City Funds until the City Funds are exhausted or upon completion of the traffic signal improvements at the subject intersection, whichever occurs first. In the event City Funds are exhausted prior to completion of the traffic signal and subject to the terms of any applicable homeowner’s association declaration of covenants and restrictions, Contractor and Wells Creek Property Owners Association, Inc. will use best efforts to equally bear the costs for continued off-duty traffic control services as described herein until completion of the intersection.

**Payment Terms:** City Funds will be provided to Contractor on a monthly reimbursement basis only, and up to two reimbursements may be requested by Contractor per month.

All other terms and conditions shall be reviewed and approved by the Office of General Counsel in the best interest of the City and consistent with this term sheet.