

**Minutes of Regular City Council Meeting
held Monday, March 7, 2016, at 7:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida.**



OPENING CEREMONIES:

Council Member Wilson gave the invocation, followed by the salute to the flag.

CALL TO ORDER:

Mayor Latham called the meeting to order at 7:00 P.M.

ROLL CALL:

Mayor: William C. Latham

Council Members:	Lee Buck	Keith Doherty (<i>absent</i>)	Christine Hoffman
	Bruce Thomason	Phil Vogelsang (<i>absent</i>)	Jeanell Wilson

Also present were City Manager George Forbes, City Clerk Laurie Scott and Assistant City Clerk Catherine Ponson.

APPROVAL OF MINUTES

It was moved by Ms. Wilson, seconded by Ms. Hoffman, and passed unanimously, to approve the following minutes:

- Regular Council Meeting held on February 15, 2016

ANNOUNCEMENTS

Council Member Thomason announced the Beaches Leader newspaper has been sold to longtime editor Kathleen Bailey by Tom Wood and his family. He stated that Kathy Bailey knows all of the beaches and is a cheerleader for the beach communities.

Mayor Latham made the following announcements and comments:

- He gave legislative updates regarding fracking, public records, and the Jax Tax Deferment Bill.
- He thanked Representative Janet Adkins for her service, support and leadership over the past several years.

- He and Chief Pat Dooley held a Town Hall meeting at Pelican Point Condominiums on Thursday, March 3, 2016.
- He and Council Member Hoffman attended the press conference for the Springing the Blues Festival on February 25, 2016.

COURTESY OF THE FLOOR TO VISITORS:

Speaker(s):

- Mr. Jim Overby, 21 Burling Way, Jacksonville Beach, discussed his concerns regarding the traffic situation at South Beach Parkway.

MAYOR AND CITY COUNCIL

CITY CLERK:

CITY MANAGER:

- (a) **Item #16-290, Introduction of Director of Parks & Recreation – Mary Ellen Donner**

Mary Ellen Donner was introduced by Mr. Forbes. Ms. Donner presented her graphic biography to the Mayor and Council Members.

- (b) **Item #16-291, Accept the Independent Auditors' Report on the General Purpose Financial Statements of the City of Jacksonville Beach for the Fiscal Year Ending September 30, 2015**

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to accept the Comprehensive Annual Financial Report for the fiscal year ending September 30, 2015.

Mayor Latham explained that the City just went through an extensive audit with Purvis & Gray. He thanked Mr. Forbes, Harry Royal, Karen Nelson and her staff, and Trish Roberts for a tremendous job in putting the City in sound fiduciary shape.

Roll call vote: Ayes – Buck, Hoffman, Thomason, Wilson, and Mayor Latham. The motion carried unanimously.

(c) Item #16-294, Appointment of a Fifth Member to Serve on the General Employees' Pension Board of Trustees

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to reappoint Mr. Brandon Maresma, to serve as trustee as the fifth member of the General Employees' Pension Board, new term to expire December 31, 2017.

Mr. Forbes explained that the City has three pension boards, and this is the General Employees' Pension Board. It is a five-member board. Two members are appointed by the City Council; two members are elected by the employees, and a fifth member is selected by the four members. The fifth member is appointed as a ministerial act by the City Council. Mr. Maresma has previously served on the board.

Mayor Latham commented that he and Mr. Forbes had reviewed the board vacancies that are coming up in the next few years and will be initiating meetings.

Ms. Hoffman stated that for citizens to volunteer their time on these boards is incredible and thanked Mr. Maresma for his efforts serving on the General Employees' Pension Board.

Roll call vote: Ayes – Hoffman, Thomason, Wilson, Buck, and Mayor Latham.
The motion carried unanimously.

(d) Item # 16-292, Approve Use of City of Jacksonville Park Improvement Funds at Pablo Historical Park

Motion: It was moved by Ms. Wilson and seconded by Mr. Thomason, to approve Use of City of Jacksonville Park Improvement Funds at Pablo Historical Park as described in the memorandum from the City Manager dated February 17, 2016.

Mr. Forbes explained that the City of Jacksonville Council Member Bill Gulliford has \$100,000 for park improvements in his district. He has allocated \$30,000 to \$35,000 to the City of Jacksonville Beach. The City owns the Pablo Historical Park property and leases it to the Beaches Area Historical Society. The Beaches Area Historical Society has a project of approximately \$60,000 to improve accessibility, safety, and aesthetics of the grounds and would match the funding from Mr. Gulliford.

Ms. Hoffman is employed by the Beaches Museum and History Park and recused herself from the vote.

Ms. Wilson questioned the process of deciding how to use the allocated funds. Mr. Forbes answered that Mr. Gulliford announced this funding at a Beaches Watch meeting. Mr. Forbes asked for the offer in writing to the City.

Mayor Latham asked Darby Brower, Board President of the Beaches Museum and Historical Society if the Historical Park had the funds to match what was being allocated. Mr. Brower replied they were close to it. He said they were in the process of raising funds to complete the project. Mayor Latham suggested matching the funds up to \$30,000 and should the Historical Park fall short of the \$30,000, whatever is left could go to another project within the City.

Mr. Buck complimented Mr. Brower, Ms. Hoffman, and their staff on their efforts in making the Historical Park something the City can be proud of.

Mr. Thomason asked Mr. Forbes if there is a deadline for the expenditures of these funds from Mr. Gulliford. Mr. Forbes responded that Mr. Gulliford did not give a time frame, but there would be a contract with the City of Jacksonville stating how these funds would be used.

Mr. Thomason asked Mr. Brower if he knew how long his organization would take to raise the \$30,000. Mr. Brower answered no longer than three to four months. They have part of the funds, and it should be a few months to get the rest.

Mayor Latham asked for an amendment to the motion to maximize the contribution of \$30,000 with what can be matched by the Historical Society; the remainder would be used for another project to be determined.

Amended motion: It was moved by Mr. Thomason and seconded by Mr. Buck, to authorize the contribution of up to \$30,000 with what can be matched by the Historical Society, and the remainder would be considered for another project to be determined.

Roll call vote (Amended motion): Ayes – Thomason, Wilson, Buck, and Mayor Latham. The motion carried unanimously.

Roll call vote (Original motion): Ayes – Wilson, Buck, Thomason, and Mayor Latham. The motion carried unanimously.

- (e) **Item #16-293, Approve the Sole Source Purchase of One (1) 100-Horsepower Flowserve Submersible Pump for Sewage Lift Station #10 from *Carter Verplanck, Inc.*, the Sole Source Representative for *Flowserve Pump Company***

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to authorize the sole source purchase of one (1) 100-horsepower Flowserve submersible pump for Sewage Lift Station #10 from *Carter Verplanck, Inc.*, the sole source representative for *Flowserve Pump Company*, as explained in the memorandum from the Public Works Director dated February 24, 2016.

Mr. Forbes explained that twelve years ago, the City rebuilt Sewer Lift Station #10, located behind Penman Park. It is one of three major sewer lift stations and is important because almost all of the sewage north of Beach Boulevard flows into this lift station. Lift Station # 10 currently has two 100-horsepower submersible pumps and was built to accommodate three. Pump maintenance has increased. It has become necessary to purchase a third 100-horsepower pump. The pump must be a Flowserve pump to ensure compatibility with existing equipment. Mr. Forbes also explained if Flowserve pumps are declared sole source for lift stations, other Flowserve pumps will be purchased as sole source with no need for further Council approval.

Ms. Wilson questioned if the people who sell the pumps also install them. Ty Edwards, Public Works Director, answered that the installation would be done by a separate contractor, and some of the preparatory work could be done by our employees to minimize that cost.

Mayor Latham asked what was the expected life of the pumps. Mr. Edwards answered that the pumps at Lift Station #10 are twelve years old, and the Public Works Department does a good job of maintaining these pumps.

Ms. Wilson asked if the purchase of the pump was a budgeted item. Mr. Forbes confirmed it was a budgeted item.

Roll call vote: Ayes – Buck, Hoffman, Thomason, Wilson, and Mayor Latham. The motion carried unanimously.

- (f) **Item # 16-268, Approve a Continuing Services Contract with Heart Utilities of Jacksonville, Inc., as the Primary Contractor, and Infratech Corporation as the Secondary Contractor in Response to Bid No. 1516-02, Installation of Underground Infrastructure**

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to award Bid Number 1516-02, entitled Installation of Underground Infrastructure to the lowest responsive bidder, *Heart Utilities of Jacksonville, Inc.*, as the primary contractor and *Infratech Corporation*, as the secondary contractor, for a period of three years, as explained in the memorandum from the Director of Beaches Energy Services dated February 5, 2016.

Mr. Forbes explained Beaches Energy Services has always had a contractor to help with the electric utility underground work. These contractors perform a variety of services as well as assist during an emergency. Heart Utilities was the lowest bidder, and Infratech Corporation was the second lowest and would be the secondary contractor.

Roll call vote: Ayes – Hoffman, Thomason, Wilson, Buck, and Mayor Latham.
The motion carried unanimously.

RESOLUTIONS:

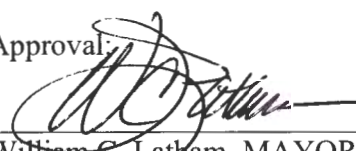
ORDINANCES:

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:46 P.M.

Submitted by: Laurie Scott
City Clerk

Approval:



William C. Latham, MAYOR

Date: 3/21/16

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>Hoffman Christine Helen</i>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>Jacksonville Beach City Council</i>
MAILING ADDRESS <i>1026 13th St N</i>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:
CITY COUNTY <i>Jacksonville Beach Duval</i>	<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
DATE ON WHICH VOTE OCCURRED <i>3/7/16</i>	NAME OF POLITICAL SUBDIVISION: <i>City of Jacksonville Beach</i>
	MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTEE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Christine Hoffmann, hereby disclose that on March 7, 2016:

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of Beeches Museum & History Park, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Funding request for Beeches Museum

3/7/16
Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY; REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.