



**Agenda
City Council**

Monday, October 17, 2016

7:00 PM

Council Chambers

MEMORANDUM TO:

The Honorable Mayor and
Members of the City Council
City of Jacksonville Beach, Florida

Council Members:

The following Agenda of Business has been prepared for consideration and action at the Regular Meeting of the City Council.

OPENING CEREMONIES: INVOCATION, FOLLOWED BY SALUTE TO THE FLAG

ROLL CALL

APPROVAL OF MINUTES

16-489 Regular City Council Meeting Held October 3, 2016

ANNOUNCEMENTS

COURTESY OF THE FLOOR TO VISITORS

MAYOR AND CITY COUNCIL

16-495 Employee of the Quarter Presentation

CITY CLERK

CITY MANAGER

- a. **16-490** Accept the Monthly Financial Reports for the Month of September 2016
- b. **16-491** Discussion of Draft Hurricane Matthew After Action Report

- c. **16-492** Discussion of the Performance Contract - Part 1 with *Johnson Controls, Inc.*, to Install Improvement Measures to the City's Utility Metering Systems within the City Limits of Jacksonville Beach
- d. **16-493** Award Continuous Service Contracts to ***Tank Rehab LLC, American Tank Maintenance LLC***, and ***Utility Services Company*** in Response to RFP No. 05-1516 for Elevated Tank Maintenance
- e. **16-494** Award Bid No. 1516-18 Power Transformer for Guana Substation to the Lowest Responsive, Responsible Bidder, ***Georgia Transformer Corp.***

RESOLUTIONS

16-496 RESOLUTION NO. 1965-2016

**A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA
AUTHORIZING THE CITY MANAGER TO PAY ADDITIONAL WAGES TO
EXEMPT EMPLOYEES ASSIGNED TO PREPARATION, RESPONSE
AND RECOVERY EFFORTS DUE TO NATURAL DISASTERS, SEVERE
WEATHER OR CATASTROPHIC EVENTS**

ORDINANCES

ADJOURNMENT

NOTICE

In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The public is encouraged to speak on issues on this Agenda that concern them. Anyone who wishes to speak should submit the request to the City Clerk or to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office at (904) 247-6299, extension 10, no later than one business day before the meeting.

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



OPENING CEREMONIES:

Council Member Vogelsang 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 Christine Hoffman
Bruce Thomason Phil Vogelsang Jeanell Wilson

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

APPROVAL OF MINUTES

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

- Regular City Council Meeting held on September 19, 2016

ANNOUNCEMENTS:

COURTESY OF THE FLOOR TO VISITORS:

Speakers:

- Jim Overby, 21 Burling Way, Jacksonville Beach, commented on the appearance of the City. He added it could be improved through landscaping on Beach Boulevard and by the removal of a nonconforming sign at the corner of 3rd Street and 5th Avenue North.
- Jim Sorrell, 1410 Pinewood Road, Jacksonville Beach, stated his concerns regarding land development procedures and zoning application requirements.
- George Candler, 502 16th Avenue South, Jacksonville Beach, spoke regarding the noise ordinance and the negative impact on the quality of life. Next, as a member of

the City of Jacksonville Beach Firefighter's Pension Board, he spoke about the rate of return for pension funds.

MAYOR AND CITY COUNCIL

CITY CLERK:

CITY MANAGER:

(a) **Item #16-479, Presentation on Airshow, Dave Herrell, Sports and Entertainment Officer for the City of Jacksonville**

Dave Herrell, Sports and Entertainment Officer for the City of Jacksonville, stated there are several upcoming events that will be great opportunities to showcase the region. Following the Florida/Georgia college football game on October 29th, 2016, the Navy/Notre Dame college football game on November 5th, 2016, will also be held in Jacksonville.

He reported the schedule for the Sea & Sky Spectacular on November 5th, 2016, is still being finalized and anticipates it will be completed in the next ten days. This year there is a VIP cabana that will provide seating at the Sea Walk Pavilion.

He stated upcoming activities in Jacksonville will show how friendly Jacksonville is to our military community.

(b) **Item #16-480, Approval of a Revocable Encroachment Permit for the Donna Foundation to Install Commemorative Pavers in the Oceanfront Park**

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve the Revocable Encroachment Permit with the Donna Foundation for a commemorative paver project at the Oceanfront Park.

Mr. Forbes explained there was a workshop on August 1st, 2016, to discuss an agreement that would allow the Donna Foundation to have a commemorative paver project in either Latham Plaza or Oceanfront Park. City staff has recommended Oceanfront Park for the project. In the agreement, the City agrees to allow the Donna Foundation to install commemorative pavers in Oceanfront Park. The City will not be responsible for maintaining or repairing the pavers. The Donna Foundation agrees that:

- Installation plans must be approved by the Public Works Director;
- The project will be installed by a licensed contractor;
- The project will be maintained by the Foundation;
- The Foundation, at its own expense, will keep in good repair any pavers or other fixtures constructed, placed, or maintained on the property;
- The project will be inspected monthly by the Foundation;

- \$1,000,000 liability insurance covering the project will be maintained and that the City will be named as additional insured on the policy;
- Upon termination of this Agreement, the City will not be responsible for any maintenance of the pavers installed by the Foundation and may remove the pavers or replace them with other pavers at its sole discretion;
- The agreement may be terminated by either party with 90 days' notice.

Ms. Wilson asked if the monthly inspections would be monitored by the City. Mr. Forbes answered that if the City finds any problems with the pavers that need to be repaired, then a notice would be sent to the Donna Foundation. If it is not repaired within a reasonable time, then the City would repair the paver and bill the Donna Foundation for the costs of the repairs.

Ms. Wilson asked if the agreement is terminated by either party, would the pavers be removed. Mr. Forbes replied that the pavers would remain.

Ms. Wilson stated her concerns with setting a precedent for other organizations wanting to start similar projects in the future. Mr. Forbes answered that is always a possibility and the contract is worded to protect the City. However, both he and the City Attorney are very concerned with this agreement setting a precedent.

Mr. Thomason agreed with Ms. Wilson regarding creating a precedent. He added that he supports the project.

Mr. Doherty asked Mr. Forbes under what circumstances would the City terminate the contract. Mr. Forbes replied it could be terminated for nonperformance.

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

(c) **Item #16-481, Recommend the Appointment of Susan Haag as an Alternate Special Magistrate**

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to appoint Susan Haag as the City's Alternate Special Magistrate and authorize the Mayor and City Manager to execute a Special Magistrate agreement with her.

Mr. Forbes explained an Alternate Special Magistrate was appointed on September 6, 2016. That appointee was unable to accept the position. Having an Alternate Special Magistrate enables the City to have a backup when the Special Magistrate is unable to attend the hearings.

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

(d) Item #16-482, Acceptance of the Local Justice Assistance Grant (JAG) #2016-H3720-FL-DJ, in the Amount of \$11,445

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve the acceptance of Justice Assistance Grant #2016-H3720-FL-DJ in the amount of \$11,445 for the items described in this memo from Chief Dooley dated August 31, 2016.

Mr. Forbes explained this is a grant that will be used for five portable cameras, five car window tint meters, four handheld metal detector wands, 100 police sashes for plain clothes officers, one camcorder, and wireless sound system, and a portable sound system.

Police Chief Pat Dooley stated the camcorder and wireless sound system would be used for promotional processes and interviews outside of criminal investigations. The portable sound system is used for special events. The sashes will be used during events to readily identify law enforcement.

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

(e) Item #16-483, Approval to Execute a Contract for Professional Tennis Services with Daniel L. Carozza, Jr., in Response to RFP No. 10-1516 Titled RFP to Hire Tennis Professional and Tennis Instructor

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve a contract for Professional Tennis Services with Daniel L. Carozza, Jr., as outlined in the memorandum from the Parks and Recreation Director dated September 24, 2016.

Mr. Forbes explained eight Requests for Proposal for a tennis professional were sent out and three were received. Daniel Carozza, Jr. was selected. The tennis professional will be an independent contractor and not an employee of the City. The instruction schedule will include a maximum of 20 hours per week at Huguenot Park and a maximum of nine hours per week at South Beach Park. The time table of hours will be determined by the City. The City will collect all tennis instruction revenues and pay 70% of the instruction price to the tennis professional. The tennis professional has the right to operate a small pro shop at Huguenot Park and will pay the City 5% of the revenues. There is now a facilities manager who runs the Tennis Center and he will work with the tennis professional.

Mr. Vogelsang asked what is to prevent the tennis professional from scheduling tournaments all of the time since the tennis professional receives 70% of lessons and tournaments. Mr. Forbes answered that the facilities manager determines who plays and when they play.

Mr. Thomason pointed out in the agreement on Page 1, Section 2, Term of Agreement, that it refers to the agreement being renewed up to three additional years yet does not state in what manner it may be renewed. He asked Mr. Forbes if the

agreement would come before the City Council each year. Mr. Forbes answered it would be determined on an annual basis by the City Manager.

Mr. Thomason added that also on Page 1 of the agreement, it states “and give 90 days’ notice on or about October 1 of clinic rate changes to be effective January 1, 2017.” October 1 has already passed so the date should be changed to be a full 90 days. Mr. Forbes answered the rates are listed in the back of the agreement, and the City had anticipated getting the agreement signed sooner. He stated the agreement is satisfactory as it reads.

Mr. Thomason pointed out on Page 13 of the Agreement, Exhibit C, Patron Code of Conduct, the last line of the second paragraph reads “staff is directed to call Jacksonville Beach Police Department, or school police, as appropriate.” Mr. Thomason stated that school police would not be called for this issue. Mr. Forbes stated “or school police, as appropriate” will be deleted.

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, and passed unanimously, to modify the agreement on Page 13 to remove the words “or school police, as appropriate.”

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

(f) **Item #16-484, Approve an Emergency Purchase for Services with Golf Range Netting Inc., for the Installation of 30,000 Square-feet of Protective Netting and Associated Hardware at Beaches Energy Services' Jacksonville Beach Substation**

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve an emergency purchase for services with Golf Range Netting, Inc., for the installation of a protective netting system for Beaches Energy Services' Jacksonville Beach substation.

Mr. Forbes explained the protective netting at the Beaches Energy Services' Jacksonville Beach substation is old and was damaged during the last storm. This had come before the City Council due to the difference in costs of the two quotes received. The higher quote includes a seven-year warranty, and the materials are of higher quality.

Allen Putnam, Director of Beaches Energy Services, stated it would take three to four weeks for the installation of the new netting. He added that the poles are in good condition and would be replaced if needed.

Mr. Thomason asked if pole replacement is included in the quote. Mr. Putnam answered pole replacement is included in the quote and the poles can withstand 120 mph wind.

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

RESOLUTIONS:

ORDINANCES:

(a) **Item #16-485, ORDINANCE NO. 2016-8079 (Second Reading)**

Mayor Latham requested that the City Clerk read Ordinance No. 2016-8079 (Second Reading), by title only, whereupon Ms. Scott read the following:

AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA AMENDING THE CITY OF JACKSONVILLE BEACH'S CODE OF ORDINANCES BY ADDING CHAPTER 22, ENTITLED NUISANCES CAUSED BY HUMAN SIGN SPINNERS ON PUBLIC PROPERTY AND PUBLIC RIGHTS-OF-WAY DIRECTING COMMERCIAL MESSAGES TO PASSING MOTORISTS; PROVIDING DEFINITIONS, VIOLATION, REMEDIES, FINES AND PENALTIES, AND AMENDING SECTION 2-173 OF THE CITY OF JACKSONVILLE BEACH'S CODE OF ORDINANCES TO EXTEND THE JURISDICTION OF THE SPECIAL MAGISTRATE TO INCLUDE CHAPTER 22; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR CODIFICATION. (This Ordinance prohibits outdoor sign spinners on public property.)

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to adopt Ordinance No. 2016-8079, adding a new Chapter 22 to the City Code of Ordinances entitled, Nuisances Caused by Human Sign Spinners on Public Property and Public Rights-of-Way directing Commercial Messages to Passing Motorists.

Mr. Forbes stated that this ordinance defines a human sign spinner as a person that holds or controls a human commercial advertising sign and who waves, twirls, spins or otherwise uses some form of action or movement to attract the attention of any passing motorist or vehicular traffic to any commercial advertising message that is displayed on the sign. He added that if this ordinance passes, then human sign spinners will not be allowed in the City of Jacksonville Beach on public property.

Mr. Thomason asked the City Attorney if the ordinance would allow someone to stand still and hold the sign. Susan Erdelyi, City Attorney, replied that if that person meets the criteria of the Code, that person could be a nuisance and the Code could be applied.

Ms. Wilson stated she was not for passing this ordinance at this time as sign spinners do not appear to be a problem. She also stated that politicians would be in violation even though they are exempt while campaigning.

Mr. Forbes reminded the City Council that the Sign Code was completely revised in December 2015. The revision excluded sign spinners and mobile billboard advertising as the Sign Code is based on signs in the ground.

Ms. Hoffman stated that she is in support of this ordinance as it will make a difference on the City's roadways.

Roll call vote: Ayes – Buck, Hoffman, Thomason, and Mayor Latham.
Nays – Wilson, Doherty, and Vogelsang.
The motion passed by a 4-3 vote.

(b) Item #16-486, ORDINANCE NO. 2016-8080 (Second Reading)

Mayor Latham requested that the City Clerk read Ordinance No. 2016-8080 (Second Reading), by title only, whereupon Ms. Scott read the following:

AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA; AMENDING CHAPTER 31 OF THE CITY OF JACKSONVILLE BEACH CODE OF ORDINANCES, BY ADDING A NEW ARTICLE V ENTITLED MOBILE BILLBOARD ADVERTISING; PROVIDING DEFINITIONS, VIOLATION, REMEDIES, FINES AND PENALTIES, AND AMENDING SECTION 2-173 OF THE CITY OF JACKSONVILLE BEACH'S CODE OF ORDINANCES TO EXTEND THE JURISDICTION OF THE SPECIAL MAGISTRATE TO INCLUDE CHAPTER 31, ARTICLE V; PROVIDING SEVERABILITY; EFFECTIVE DATE; AND PROVIDING FOR CODIFICATION.

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to adopt Ordinance No. 2016-8080, amending Chapter 31, Traffic and Motor Vehicles of the City Code of Ordinances, by adding a new Article V, Mobile Billboard Advertising.

Mr. Forbes stated that mobile billboard advertising is defined as any vehicle or wheeled conveyance which carries, pulls, or transports any sign for the primary purpose of commercial advertising along the streets or highways of the city. This ordinance prohibits this type of vehicle from operating in the City. However, they do not apply to a vehicle which displays an advertisement or business identification of its owner, so long as such vehicle is engaged in the usual business of regular work of the owner, and is not used mainly to display advertisements. Buses and taxicabs are also exempt from these regulations.

Mr. Forbes added that under the definition of vehicle signs in the Land Development Code, signs less than 20 square-feet are exempt from this ordinance.

Mr. Thomason asked Mr. Forbes if the 20 square-foot exemption was per vehicle or per sign and could the total be cumulative if there is more than one sign on the vehicle. Mr. Forbes answered one side of the sign would be counted.

Bill Mann, Planning and Development Director, confirmed there could be multiple signs as long as each of them did not exceed 20 square-feet.

Ms. Wilson stated she is not for passing a law that is not a problem yet and wrapped vehicles also face a possibility of being in violation.

Mr. Mann explained that these are not new regulations but are being re-introduced as they were not included in the new Sign Code.

Mr. Doherty stated he is in support of this ordinance as it refers to mobile billboard advertising as opposed to secondary advertising. Mobile billboard advertising would be more of a distraction than a human sign spinner.

Ms. Hoffman commented that the vehicles with the signs drive slower for the people to see them and she does see it as a safety issue.

Mr. Thomason commented that he is not sure what problem is trying to be solved and he added that he is not for the ordinance as it is being twisted to allow multiple signs on one vehicle.

Ms. Erdelyi explained that her interpretation of the definition of vehicle signs as it reads is 20 square-feet per vehicle.

Mr. Forbes suggested tabling the ordinance in order to clarify the intent of the ordinance.

Ms. Hoffman asked if the terms “primary purpose of commercial advertising” cover the purpose of the ordinance.

Ms. Erdelyi explained the concern is an enforcement issue. She recommended changes be made to the ordinance to clarify the intent.

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to table this agenda item give City staff an opportunity to make a clarification to the ordinance.

Mr. Vogelsang stated he did not have a problem with the ordinance as it reads with Ms. Erdelyi’s interpretation of 20 square-feet of the vehicle with commercial advertising.

Mr. Doherty agreed with Mr. Vogelsang that he did not have a problem if its purpose is mobile billboard advertising.

Roll call vote: Ayes – Buck, Hoffman, Thomason, Wilson, and Mayor Latham.

Nays – Doherty and Vogelsang.

The motion passed to table the item by a 5-2 vote.

(c) **Item #16-488, ORDINANCE NO. 2016-8082(First Reading)**

Mayor Latham requested that the City Clerk read Ordinance No. 2016-8082 (First Reading), by title only, whereupon Ms. Scott read the following:

AN ORDINANCE TO REPEAL IN ITS ENTIRETY CHAPTER 18 "NOISE," OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AND REPLACING IT WITH A NEW CHAPTER 18 THAT INCLUDES SECTION 18-7 "LOW VOLUME OUTDOOR

AMPLIFIED AND ACOUSTIC SOUND," PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE AND FOR OTHER PURPOSES. (This Ordinance would allow restaurants and bars with outdoor seating to play low volume music.)

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to adopt Ordinance No. 2016-8082, that repeals the existing Chapter 18, Noise, in its entirety, and replaces it with a new chapter on noise that includes a section on Low Volume Outdoor Amplified and Acoustic Permits.

Mr. Forbes explained this issue had been discussed for over a year. The ordinance allows for outdoor dining with background sound played at low volume. This is a pilot project that expires on December 31, 2018, unless re-adopted by the City Council. Low volume is defined in the ordinance as “sound played at a level such that a person outside of the property line of the source of the sound, speaking in a normal tone of voice, is plainly audible and can be heard clearly and understandably by another person standing a maximum of 36 inches away from the person speaking, without the aid of a listening device. Section 18-7(4)(i) will allow the current 16 businesses permitted under the 2002 Outdoor Sound Amplification Permit ordinance to be “grandfathered,” to operate under that portion of the ordinance. However, any change in the ownership, name, or location of the business immediately terminates their grandfathered permit. They can only obtain a new outdoor sound permit under the low volume sound standards, Section 18-7(g).

Mayor Latham stated he had concerns regarding the amount of time the Planning Commission had to review the outdoor seating changes in the Land Development Code and Noise Ordinance changes.

Georgette Dumont, the member of the Planning Commission, stated the Planning Commission discussed outdoor seating changes in the Land Development Code and had not received the Noise Ordinance. The Planning Commission voted to send the outdoor seating back to the Planning Department to review the Noise Ordinance as the two ordinances are connected.

Mayor Latham suggested holding a workshop to have the Planning Commission, City Council, and citizens talking together regarding this issue.

Mr. Thomason agreed that a workshop would be the appropriate course of action.

Mr. Buck agreed there should be more discussion in a workshop.

Ms. Hoffman stated her support of a workshop as this was a big packet of information and more left to be discussed.

Ms. Wilson agreed there should be more time to discuss this issue and receive more input.

Mr. Doherty stated he had submitted Form 8B, Memorandum of Voting Conflict, and asked Ms. Erdelyi since this item may be tabled should he rescind it. Ms. Erdelyi answered he should still submit it and indicate on the form there was no vote on the item.

Speakers:

- Brenda Shields, 315 18th Street N, Jacksonville Beach, stated the Noise Ordinance would give opportunities for many outdoor dining establishments to have outdoor music and believes citizens will be able to hear the music in their backyards.
- Mick DuRocher, 41 Millie Drive, Jacksonville Beach, stated his concerns are the lack of information regarding decibels allowed and who is going to enforce the regulations.
- Darrell Shields, 315 18th Street N, Jacksonville Beach, stated the trial period should be for one year and not two years. He also stated the Code Enforcement Officer should have night time duties. He had concerns regarding the decibel readings being done by Police Officers.

Ms. Hoffman stated she is support of revising the Noise Ordinance. She is also in support of balancing the needs of the businesses and the needs of the citizens. She commented she is in support of the sound permit process in order to have control.

Motion: It was moved by Ms. Wilson and seconded by Mr. Vogelsang to table this item until a workshop can be held.

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

There being no further business, the meeting adjourned at 8:50 P.M.

Submitted by: Laurie Scott
City Clerk

Approval:

William C. Latham, MAYOR

Date: _____

MEMORANDUM

City of
Jacksonville Beach
City Hall
11 North Third Street
Jacksonville Beach
FL 32250
Phone: 904.247.6263
Fax: 904.247.6169

www.jacksonvillebeach.org

TO: George Forbes, City Manager
FROM: Ann Meuse, Human Resources Director *AM*
DATE: October 12, 2016
RE: Employee of the Quarter Award
3rd Quarter 2016

This is to advise that the final determinations for Employee of the Quarter for the 3rd Quarter of 2016 have been made. It is my pleasure to announce the following selections:

<u>Name</u>	<u>Department</u>
Michael Bequette	Building and Maintenance Division
Betsy Kirshbaum	Fire
Jamison Parker	Beaches Energy

Please refer to the attached letters regarding their achievements.

According to our Awards Program, Michael, Betsy and Jamison should be recognized by the City Council with a personalized letter from you and the City of Jacksonville Beach Employee of the Quarter pin. I am forwarding this information to you so that a presentation can be made at the October 17, 2016, Council Meeting. The recipients will be notified to attend.

Additionally, for your information, the Department Directors will be having departmental award ceremonies which will include the presentation of a check in the amount of \$100 and a personalized certificate.

Attachment



City of
Jacksonville Beach
City Hall
11 North Third Street
Jacksonville Beach
FL 32250
Phone: 904.247.6268
Fax: 904.247.6276

www.jacksonvillebeach.org

October 12, 2016

Michael Bequette
Building and Maintenance

Dear Michael,

It is with great pleasure that we present you this letter of appreciation for your outstanding job performance in the Building and Maintenance Division. You have been selected as an Employee of the Quarter for the 3rd Quarter of 2016.

You are being recognized for:

- Exemplifying outstanding customer service by never missing an opportunity to assist a coworker in need. You are always there to help with a "can do" and polite attitude;
- your dedication to the keeping the City buildings in tip-top shape. You give all maintenance concerns (no matter how small) your full attention. You go the extra mile to ensure that each task is not only complete, but done to the highest satisfaction of the departments.

Please accept our sincere gratitude and thanks for your outstanding performance. It truly exemplifies the dedication and spirit, which we all strive to attain as public employees.

Sincerely,



George D. Forbes
City Manager



City of
Jacksonville Beach
City Hall
11 North Third Street
Jacksonville Beach
FL 32250
Phone: 904.247.6268
Fax: 904.247.6276

www.jacksonvillebeach.org

October 11, 2016

Betsy Kirshbaum
Fire Department

Dear Betsy,

It is with great pleasure that we present you this letter of appreciation for your outstanding job performance in the Fire Department. You have been selected as an Employee of the Quarter for the 3rd Quarter of 2016.

You are being recognized for:

- Your contribution and dedication to the preplan and streetwise projects. Due to your hard work there will be more timely communication with building owners during an emergency, reducing chances for loss of life and property;
- your commitment to the safety of your fellow Firefighters. Due to your hard work, Firefighters now have critical information to keep them safe in "High Hazard" locations;
- and your commendable commitment to the safety of the community.

Please accept our sincere gratitude and thanks for your outstanding performance. It truly exemplifies the dedication and spirit, which we all strive to attain as public employees.

Sincerely,



George D. Forbes
City Manager



City of

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6268

Fax: 904.247.6276

www.jacksonvillebeach.org

October 12, 2016

Jamison Parker
Beaches Energy Services

Dear Jamison,

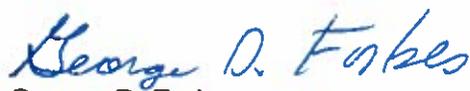
It is with great pleasure that we present you this letter of appreciation for your outstanding job performance in the Beaches Energy Department. You have been selected as an Employee of the Quarter for the 3rd Quarter of 2016.

You are being recognized for:

- Going above and beyond the call of duty. You worked closely with Baptist Beaches personnel to help them resolve an electrical problem which could have caused a health and safety issue at the hospital;
- your commitment to team work. Through collaboration with your coworkers, you put a plan in place to monitor the new Baptist Beaches transformer;
- creating and presenting a demonstration at a Florida Municipal Power Agency NERC compliance workshop, representing Beaches Energy with top notch professionalism;
- your contribution of time and effort, volunteering with the employee activities committee to enhance employee events.

Please accept our sincere gratitude and thanks for your outstanding performance. It truly exemplifies the dedication and spirit, which we all strive to attain as public employees.

Sincerely,



George D. Forbes
City Manager



City of

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6274

Fax: 904.270.1642

www.jacksonvillebeach.org

MEMORANDUM

TO: George D. Forbes, City Manager
FROM: Karen Nelson, Chief Financial Officer
SUBJECT: Monthly Financial Reports for September 2016
DATE: October 5, 2016

Action Requested

Accept the monthly financial reports for the month of September 2016.

Background

The monthly financial reports for September 2016 are being provided for your information and review. These reports can be found in the "Reports and Information" portion of this agenda.

Recommendation

Accept the financial reports for the month of September 2016, as submitted by the Chief Financial Officer.



City of
Jacksonville Beach
2508 South Beach
Parkway
Jacksonville Beach
FL 32250
Phone: 904.247.6236
Fax: 904.247.6143

www.jacksonvillebeach.org

TO: Mayor and City Council

FROM: George D. Forbes
City Manager

DATE: October 12, 2016

SUBJECT: Draft After Action Report – Hurricane Matthew

ACTION REQUESTED:

Review the draft After Action Report from Hurricane Matthew.

BACKGROUND:

Hurricane Matthew began in late September as Invest 97L, a weather system off the coast of Africa heading due west towards the southern part of the Caribbean. Once this system developed into a Tropical Storm, it quickly grew into a Category 2 Hurricane, maintaining a westerly path at a modest speed of approximately 10 mph. Early forecasts had Hurricane Matthew maintaining the westerly path through the southern islands of Barbados and then taking a 90 degree turn to the north. Once Matthew made the turn, it had grown to a Category 4 Hurricane, splitting the waters between Haiti and the eastern tip of Cuba and moving north at approximately 10 mph. Early predictions had an area of low pressure moving across the U.S. that would push Matthew to the east with little impact to Florida. However, it did not materialize to the extent predicted. Instead an area of high pressure developed in the Atlantic Ocean that steered Matthew to the west into the Florida Coastline. By Monday, October 3, forecasters were sure Matthew would have an impact on Florida's east coast. Jacksonville Beaches storm preparations had already begun by Monday, October 3, with each department initiating their hurricane plans and planning meetings scheduled by the City Manager. On Tuesday, October 5, Finance established Project Code X16MAT to help track expenditures.

By early Wednesday October 5, forecasts began to change rapidly as the predicted low pressure was not going to push Matthew to the east. Predictions were total devastation to the coastline of N.E. Florida. At approximately 12 noon on Wednesday, with Matthew as a major hurricane, an evacuation order was ordered by the Mayor of Jacksonville for Zones A and B, which includes the



Beaches. Mayor Latham signed a Disaster Declaration for Jacksonville Beach. Jax Beach preparations were in full swing with all vehicles fueled, City buildings boarded and secured, pumps in place, staffing set, etc.

On Thursday with weather conditions deteriorating due to a Nor'easter and decisions moving and changing rapidly, Trish Roberts was able to secure an Emergency Operations Center/Shelter for our emergency employees at Hicks Hall/UNF on Kernan Blvd. Captain Steve Sciotto and Trish Roberts surveyed the building and deemed it acceptable to our needs. The decision was made to close the city to business on Friday, institute a curfew and close the bars Thursday night to avoid hurricane parties. Major decisions made early Thursday also included shutting down the City's main computer system, moving dispatch to the Emergency Operations Center downtown, and when to evacuate. The plan was to monitor the weather to determine when our emergency hurricane personnel should evacuate to the Emergency Operations Center/Shelter at UNF. It was determined that we had a window until approximately 10 am Friday morning to safely get off the island.

Friday morning, October 7, with Hurricane Matthew as a Category 3-4 storm skirting the east coast of Florida, city emergency hurricane personnel began evacuating to the Emergency Operations Center/Shelter at UNF. At 10:30 a.m. Friday, the City Manager made a decision to leave one 3-man fire crew, approximately 10 police officers, a small Beaches Energy crew, and a few key Public Works employees in Jacksonville Beach as the forecast improved slightly. Captain Sciotto had organized the Emergency Operations Center/Shelter to give each department a section to set up, including an Operations Center and large conference room. The City had approximately 200 employees housed at the Emergency Operations Center/Shelter. Move in and set-up went fairly well as each department settled into their designated spaces. Everyone kept themselves busy and rested during the down time as the storm came and went. Hurricane Matthew began affecting NE Florida in the early morning hours of Friday the 7th with conditions gradually deteriorating throughout the day. The National Weather Service out of Jacksonville recorded a maximum wind speed of 82 mph at 1608 hours Friday, October 7th at Jacksonville Beach. Many of our personnel returned to Jacksonville Beach Friday night at approximately 2100 hours to begin damage assessments of the City facilities and surrounding areas. The Emergency Operations Center/Shelter was vacated by 0900 hours on Saturday morning by all Jax Beach personnel. Chief Whitmill, Lt Hunter, and a few remaining JBPD officers conducted a final walkthrough of the facility and secured the building prior to leaving.

The following is a department-by-department depiction of Hurricane Matthew activities:

FIRE DEPARTMENT: All personnel evacuated the beach at 0800 hours Friday morning and reported to the Emergency Operations Center/Shelter at UNF. Captain Sciotto had the Operations Center up and running, occupied by representatives from JBFD, JBPD, ABPD, and NBPD. At 1700 hours, E22 responded to a man down behind Krystals, the patient was transported by JBPD to Mayo. The Fire Department received 4 additional alarms for fire alarm activations during the storm. Immediate response to these system alarms was delayed because the risk/reward was too great. There was one incident at The Fountains at UNF, one incident at Hicks Hall at UNF, and one other service call in Jax Beach. All 4 systems alarms were checked first thing Saturday morning with no hazards found. At approximately 2100 hours, with winds down to acceptable speeds to cross the bridges, 17 firefighters crossed into Jax Beach and manned Stations 1 and 2 and conducted damage assessments to the buildings. The generators were operational, the buildings had no damage, allowing the crews to hole up for the night. All available fire personnel along with Bill Mann and Dave Butler conducted a damage assessment of the City Saturday morning having it completed by midafternoon. Chief Whitmill and Lt Hunter staffed the EOC at Police Headquarters until approximately 1600 hours. Four Fire Department personnel staffed Beaches ER from 0900 hours Saturday to 1900 hours Saturday evening, treating walk-in patients. C-Shift responded to 32 calls for service after the bridges opened at noon until the end of the shift at 0800 hours Sunday. B-Shift added another 24 calls for service on Sunday, October 9th.

BEACHES ENERGY: Every customer was without power at 2:05 pm on Friday October 7th. This included all three of the transmission lines from the mainland. The transmission circuit between our Sampson substation and our Ft. Diego substation had 2 spans of wire down due to trees that had fallen across the lines. However, the Ft. Diego substation was still energized as we back-fed it from Butler substation. The transmission circuit between Sampson and our Guana substation was also out due to trees that had fallen against the lines causing a fault which opened the breaker at Sampson substation. At the time we back-fed Guana substation via a circuit from Ft. Diego. Lastly, a tree came down on JEA's transmission line off San Pablo Rd. At that time the breaker opened and de-energized the line between JEA's Neptune Beach substation and our Penman substation. With both of our transmission lines down, we were effectively without power until we convinced JEA crews to close a breaker at the Neptune Beach substation that effectively restored power.

Beaches Energy Director Allen Putnam made the decision to send our crews back into the field at approximately 8:00 pm Friday night. By 2:00 am Saturday morning we had restored 65% of our transmission system and the JEA line between their Neptune Beach substation and Penman substation had been re-energized.

This restored service to 4,527 (13%) customers including Baptist Medical Center Beaches.

We began work on Saturday morning at 6:30 am as the remainder of our crews arrived from the evacuation/staging site at UNF. The pace of restoration of our circuits increased rapidly. By 1:30 pm on Saturday we had restored 20,206 customers. At 8:56 pm on Saturday evening we had re-energized all distribution circuits and restored service to 32,007 customers restored (91%). Our crews worked the remainder of the day to restore service as quickly and safely as possible. We called the crews in at approximately 2:00 to 3:00 am on Sunday morning and were back out working shortly after 7:00 am on Sunday morning.

As of Sunday at 5:50 pm we had effectively restored all customers. Only very small pockets of outages remained due to significant tree damage to the customer owned side of the electric service which required a private electrician.

JACKSONVILLE BEACH POLICE: The Police Department evacuated the beach Friday morning leaving a small contingent of officers and staff at Police Headquarters. Along with the other City Departments, many of our Police re-entered the beach at approximately 2100 hours on Friday night, October 7th. Police performed the majority of a “windshield” damage assessment, giving fire crews a heads-up on where to focus their efforts on the more thorough damage assessment the next morning. Police had an Emergency Operations Center set up at Police Headquarters Saturday morning that ran until 2030 hours Saturday evening. Dispatch duties returned to the JBPD Dispatch Center at 1900 hours Saturday evening.

PUBLIC WORKS DEPARTMENT: Public Works employees also evacuated the beach Friday morning leaving minimal personnel at the water plant, pollution control plant, and Streets Division. At no time during this entire event did the City lose the water system. The Streets Division reported approximately 40 trees down throughout the City. Some Public Works employees returned to the beach Friday evening and got to work cutting trees from the roadways. Ty Edwards was in constant contact with CERES, our debris contractor, who showed up Saturday morning to get to work cutting and pushing tree debris.

I.T. AND FINANCE: On Tuesday, October 4th, Finance assigned Project Code X16MAT to keep track of expenditures for the event. On Wednesday, October 5th, the decision was made to disconnect the City's main computer system which requires approximately 12 hours to completely shut down. This essentially made payroll and purchasing a manual pencil to paper function. I.T. also disassembled the computer that controls the consoles and CAD system at the Dispatch Center, necessitating dispatch personnel to move to the County Emergency Operations Center and resume dispatch duties from there. We loaded our main computer system into a U-Haul truck and took it to the Emergency Command Center/Shelter with us. After the storm passed by, I.T. crews returned to City Hall and reinstalled our computer operations.

PLANNING AND DEVELOPMENT: Following evacuation on Thursday, the Planning Director and Building Inspector returned to the City at 8:30 AM on Saturday, October 8, and conducted a windshield survey of the beach and city. Despite significant erosion and dune eradication, the properties along the entire oceanfront fared extremely well, with the worst damage observed ranging from lost shingles to dislodged or lost siding and/or exterior trim. The loss of dunes and sand on the beach left all of the wooden dune walkovers fully exposed, and some of the walkovers suffered damage. The pier appears to have lost approximately 320' (eight 40' sections) of length at its eastern end. Destruction of several aluminum/fabric awnings at several commercial properties was observed, but no major damage to oceanfront structures was observed.

Businesses along 3rd Street and Beach Boulevard also fared well, with the major impact being to various properties' wall and ground signs. Approximately 48 commercial properties were documented by Code Enforcement staff as having had some sort of sign damage. The hospital property did not appear to have sustained damage. The *Beach Marine* facilities and marina appeared to have sustained minimal damage. One exception to the lack of significant commercial structural damage was *Sunrise Surf Shop* on the southeast corner of Beach Blvd. and 9th Street S., which experienced damage to the entire east (front) exterior building façade.

Residential neighborhoods and structures of the city also generally fared well, despite the overall loss of trees and foliage. One spot of concentrated tree destruction (possibly from a storm related tornado) was the 1300 block of Pinewood Road, roughly a block west of the intracoastal marsh. This area experienced unusually heavy tree destruction, with oak trees down on various properties and significantly damaging two residential structures (1356 and 1365 Pinewood Rd.). Two other residential structures with significant damage from fallen trees were located at 1243 Willow Oaks Drive and 1302 13th Ave. N.

Significant flooding was noted in the Sanctuary subdivision, which lies generally in the elevation 5- to 7-foot range along the intracoastal waterway. Flood levels in this subdivision ranged from several inches to several feet, but not all homes were flooded. There were isolated instances of minor residential property flooding in other areas of the city, including along 1st Street South, and the condominium properties on either side of the 4th Avenue S. street-end, whose garages are below street level.

No structures were observed in the city with total or partial structural roof loss due to wind force.

RECOMMENDATION:

Review the draft After Action Report from Hurricane Matthew.

City of

Jacksonville Beach

Operations &

Maintenance Facility

Department of Public

Works

1460-A Shetter Avenue

Jacksonville Beach

FL 32250

Phone: 904.247.6219

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www.jacksonvillebeach.org

October 12, 2016

TO: George Forbes, City Manager

FROM: Ty Edwards, Public Works
Allen Putnam, Beaches Energy

RE: Authorize Phase C (Performance Contract - Part 1), RFQ 05-1415
Guaranteed Energy, Water and Wastewater Cost Savings Project

ACTION REQUESTED:

Authorize the Performance Contract - Part 1 with *Johnson Controls, Inc.*, to install new water meters, gas meters, and automated reading to the City's Utility Metering Systems within the city limits of Jacksonville Beach.

BACKGROUND:

In order to replace the City's aging inventory of water meters (10,500 +/-), and improve accounting of water use, the City developed a project under the "Guaranteed Energy, Water, and Wastewater Performance Savings Contracting Act", detailed in Florida Statute 489.145.

This project includes the replacement of water meters, gas meters, and automated reading to provide improved water accounting, increased water conservation, and cost savings. Per FS 489.145, our project has three (3) phases:

• **Phase A (Select a Performance Savings Contractor) – COMPLETED**

On November 16, 2015, the City Council approved *Johnson Controls, Inc.*, as the highest ranked respondent to RFQ 05-1415, and authorized the preparation of the Project Development Agreement.

• **Phase B (Project Development Agreement) – COMPLETED**

At its meeting on March 21, 2016, the City Council authorized the Project Development Agreement with *Johnson Controls* to perform an investment grade audit to evaluate the costs versus the benefits for potential Improvement Measures. The audit process was the opportunity for the firm's professional experts to extensively assess the City's infrastructure, facilities, processes and systems in order to refine recommendations for Improvement Measures. During the audit, *Johnson Controls* offered to perform an "at risk" review of the Electric and Natural Gas utilities within the city limits. "At risk" means that if we did not install any improvements, they would not receive any reimbursement for their work.



Johnson Controls finalized the audit report several weeks after the Council was updated during the 2017 Council Budget Tour held on July 29, 2016. A City team consisting of key members from Public Works, Beaches Energy and Finance has thoroughly reviewed the audit report and considered the various potential Improvement Measures in relation to the City's project goals summarized in the following chart:

CITY GOALS	
Guaranteed Energy, Water and Wastewater Cost Savings Project	
Public Works:	<ul style="list-style-type: none"> • Reduce unaccounted water • Maintain compliance with the City's Water Consumptive Use Permit • Encourage conservation • Improve customer service
Beaches Energy:	<ul style="list-style-type: none"> • Maintain low system outage averages • Promote energy efficiency and conservation • Improve meter reading system • Improve ability to identify and respond to outages • Improve customer service
Finance:	<ul style="list-style-type: none"> • Clean up utility billing database • Coordinate with new Enterprise Resource Planning System • Create accurate utility bills • Ability to identify customer issues promptly • Improve customer service

For these reasons, the City team recommends implementing selected potential Improvement Measures in two (2) parts.

1. **Part 1** will focus on water and natural gas metering within the city limits.
2. **Part 2** will focus on natural gas metering outside the city limits and a strategic pilot program for electric metering. In the near future, *Beaches Energy* will ask Council to consider approving a Project Development Agreement for Part 2.

• **Phase C (Performance Contract – Part 1) – APPROVAL REQUESTED**

Per Florida statute 489.145, the Performance Contract - Part 1 includes:

1. The guaranteed maximum price for the implementation project.
2. The project life-cycle cost time frame (not to exceed 20 years).
3. Written guarantee that annual estimated benefits will meet or exceed the amortized costs of the implementation project.

4. Annual measurement and verification report provided by the performance contractor comparing the guaranteed estimated benefits versus the computed actual benefits.
- *Johnson Controls* pays the difference when the actual benefits are less than the estimated benefits.
 - The City retains the overage when actual benefits are more than the estimated benefits.

The Performance Contract - Part 1 implements within the city limits selected Improvement Measures that accomplish the following objectives:

- Replaces all water meters with new solid state meters (no moving parts) that communicate water usage wirelessly.
- Upgrades natural gas meters to communicate the gas usage wirelessly.
- Installs new Automated Metering Infrastructure (AMI) System allowing real time wireless communication with water, gas and electric meters. (Note: The AMI System can be expanded to incorporate all new electric meters deployed with wireless communication in the future.)

COSTS for IMPROVEMENT MEASURES				
Phase C (<u>Performance Contract - Part 1</u>)				
Guaranteed Energy, Water and Wastewater Cost Savings Project				
WORK DESCRIPTION <i>(within city limits only)</i>	<u>CONSTRUCTION COSTS</u>			
	WATER / SEWER Utility	NATURAL GAS Utility	ELECTRIC Utility	GRAND TOTAL
• Upgrade Meters	\$5,179,339	\$89,676	\$0	\$5,269,015
• Automated Metering Infrastructure ¹	\$519,772 <i>(40% of total)</i>	\$64,971 <i>(5% of total)</i>	\$714,686 <i>(55% of total)</i>	\$1,299,429
Sub-Total:	\$5,699,111	\$154,647	\$714,686	\$6,568,444
5% Contingency	\$284,956	\$7,732	\$35,734	\$328,422
GRAND TOTAL:	\$5,984,067	\$162,379	\$750,420	\$6,896,866
¹ The Automated Metering Infrastructure is designed to support wireless communication with all water, natural gas and electric meters within the city limits. The construction costs were proportioned using the estimated meters within the city limits (10,500 water, 150 natural gas and 14,000 electric).				
² The costs of the Phase B, Project Development Agreement for the investment grade audit report, are incorporated into the costs above for the Improvement Measures.				

The selected Improvement Measures proposed under Part 1 are to deliver guaranteed benefits and savings of at least \$526,726 in the first year, and an

estimated \$13.5 million over 20 years. The costs of the Improvement Measures will be fully repaid within 14 years of construction completion.

Funding for the Performance Contract - Part 1 is available in the Water & Sewer, Electric, and Natural Gas funds and the contract costs will be included in the mid-year budget adjustment.

It is recommended that the Council authorize Phase C, Performance Contract – Part 1 with *Johnson Controls*, to install selected Improvement Measures within the city limits of Jacksonville Beach, at an estimated cost, based on unit prices, of \$6,568,444 plus a 5% contingency, for a total cost not to exceed \$6,896,866, under the provisions of RFQ 05-1415, "Guaranteed Energy, Water and Wastewater Cost Savings Project."

RECOMMENDATION:

Discuss the guaranteed energy, water, and wastewater energy savings project with Johnson Controls.



October 11, 2016

City of Jacksonville Beach
Operations & Maintenance Facility
Department of Public Works
1460-A Shetter Avenue
Jacksonville Beach FL 32250
Phone: 904.247.6219
Fax: 904.247.6117

TO: George Forbes,
City Manager
FROM: Ty Edwards,
Public Works Director
RE: Award Continuous Service Contracts for Elevated Tank Maintenance.

ACTION REQUESTED:

Award continuous service contracts to *Tank Rehab LLC*, *American Tank Maintenance LLC*, and *Utility Services Company* in response to RFP No. 05-1516 for Elevated Tank Maintenance.

BACKGROUND:

The City of Jacksonville Beach owns two (2) elevated water tanks located on Gordon Avenue and 11th Avenue North. The City utilizes continuing service contracts with specialized firms to provide regular scheduled maintenance and inspections, as well as renovations and repairs. The current contract is expiring and will be replaced through this solicitation.

Proposals were sent to five (5) firms and we received three (3) responses. An evaluation committee from Public Works consisting of the Project Engineer, Water Plant Supervisor, and Water Plant Maintenance Supervisor evaluated the responses based on competence, financial stability, contract administration, experience, proximity, project discussion, and pricing. Following is a collective score sheet based on a scale of 1 through 5. (1 = poor; 5 = excellent), including a summary of proposed pricing.

	Tank Rehab	American Tank	Utility Services
Competence	5	5	5
Finances	3	4	4
Administration	4	5	4
Experience	5	5	5
Proximity	5	3	3
Project Approach	3	4	5
Pricing	5	3	3
Totals	30	29	29



PRICING:	Tank Rehab	American Tank	Utility Services
Annual Wash Out	\$ 1,800	\$ 2,500	\$ 2,500
5-Year DEP Wash	\$ 2,100	\$ 3,750	\$ 4,500
Exterior Coat/SF	\$ 3.50	\$ 3.85	\$2 to \$6
Interior Coat/SF	\$ 6.50	\$ 9.45	\$4 to \$10

All responses conveyed the ability to provide quality tank maintenance by providing impressive qualifications, experience and references, while each firm highlighted unique attributes that deliver added value.

Tank Rehab LLC, is a local firm that demonstrated competency and experience in extreme salt air environments. References included complete tank renovations at coastal locations such as Fernandina Beach, Atlantic Beach and Stuart, Florida.

American Tank Maintenance LLC, is headquartered in Warthen, Georgia and provided a proprietary computerized asset management system, based on experience and sound engineering principals and designed to deliver the lowest life cycle cost to the tank owner. Their aim is to "provide peace of mind" by sustaining tanks that remain structurally sound and aesthetically pleasing. Most of their references included cities in Georgia and Tennessee.

Utility Service Company is located in Perry, Georgia and is the largest provider of maintenance programs to water storage tanks in the United States. Their asset management program is designed to enhance system operations and performance, improve water quality and extend useful asset life while minimizing capital and operational expenses. Their mission is aimed at providing "highest value service possible to allow the City to intelligently invest capital and operating funds for maximum benefit to fixed distribution of assets." They perform over 1,200 major tank renovations annually.

In the past, it has often been challenging to coordinate and schedule convenient project dates with a single Contractor. Having a choice of three qualified Contractors should reduce scheduling difficulties, especially in urgent circumstances. Furthermore, having multiple firms on contract could afford the City the flexibility to negotiate the best possible price for each project, without sacrificing service quality.

The City could request availability, pricing and proposed project timetables from each firm and assign projects according to the best interests of the City. Separate Purchase Orders can be issued for each project and would be subject to the City's purchasing policies and availability of funds.

For these reasons, staff recommends awarding a nonexclusive contract to all three (3) firms. The contracts will be for five (5) years.

RECOMMENDATION:

Award continuous service contracts to ***Tank Rehab LLC, American Tank Maintenance LLC, and Utility Services Company***, in response to RFP No. 05-1516 for Elevated Tank Maintenance, for a period of five (5) years and authorize the Mayor and City Manager to execute contracts with these firms as described in the memorandum from the Public Works Director dated October 11, 2016.



BEACHES ENERGY
S E R V I C E S

TO: George D. Forbes
City Manager

FROM: Allen Putnam
Director of Beaches Energy Services

DATE: October 12, 2016

SUBJECT: Bid Award – Power Transformer for Guana Substation.

ACTION REQUESTED:

Award Bid No. 1516-18 Power Transformer for Guana Substation to the lowest responsive, responsible bidder, ***Georgia Transformer Corp.***

BACKGROUND:

A transformer is an electrical device that takes electricity of one voltage and changes it into another voltage. Higher voltages are required to transmit power over long distances. Distribution transformers are used to reduce the voltage prior to supplying it to commercial buildings and residences in order to safely power fixtures and appliances that operate at a much lower voltage.

This bid covers the purchase of one additional 50 MVA (milli volt amps) transformer for the Beaches Energy Services Guana substation. This is necessary to enhance system reliability and accommodate the load growth at the south end of our service territory. Since there will be two transformers at the Guana substation we will have redundancy in the event one of the two transformers fails.

To be eligible, bidders were required to be domiciled in the United States, and be pre-approved based on a previous history of delivering quality products, on time. A domestically built transformer will reduce shipping costs and enable staff to observe numerous tests throughout the various stages in the manufacturing cycle. Bidders were encouraged to visit the substation to become fully acquainted with labor requirements and other conditions relating to the construction.

We solicited bids from eight (8) approved manufacturers and received six (6) responses. In addition, we received a response from Whitefish Energy Holdings which was disqualified as the manufacturing plant is in Brazil.

The following is the tabulation of approved bidders:

	Bidder	Amount
1	Georgia Transformer Corp.	\$ 772,229
2	CG Power Systems USA	\$ 891,600
3	SPX Transformer Solution	\$ 911,153
4	Superior Power Products	\$ 917,675
5	Howard Industries	\$ 927,000
6	Pennsylvania Transformer	\$ 954,746

Pricing includes: manufacturing; shipping; installation and testing. The warranty period is five (5) years and lead time is approximately twenty-six (26) weeks.

This procurement was included in the 2017 Capital Improvement Plan and will be funded by Beaches Energy Services Operating Revenues.

RECOMMENDATION:

Award Bid Number 1516-18, titled Power Transformers for Guana Substation to the lowest responsive, responsible bidder ***Georgia Transformer Corp.***, as explained in the memorandum from the Director of Beaches Energy Services dated October 12, 2016.

City of
Jacksonville Beach
City Hall
11 North Third Street
Jacksonville Beach
FL 32250
Phone: 904.247.6274

MEMORANDUM

TO: George D. Forbes, City Manager
FROM: Karen W. Nelson, Chief Financial Officer
SUBJECT: Resolution No. 1965-2016, Amending Resolution No. 1710-2004,
Additional Pay for Exempt Employees During Natural Disasters,
Severe Weather or Catastrophic Events
DATE: October 12, 2016

ACTION REQUESTED

Adopt Resolution No. 1965-2016, amending Resolution No. 1710-2004 and authorizing the City Manager to pay exempt employees assigned to recovery efforts due to natural disaster, severe weather or other catastrophic events for additional hours worked beyond their normal work schedule.

BACKGROUND

Many of the City's supervisory, management and professional level employees are considered exempt employees and do not normally receive overtime compensation for hours worked in excess of their regularly scheduled hours.

In response to Hurricane Charley, on September 7, 2004, the City passed Resolution Number 1710-2004 which established a policy for paying additional wages to exempt employees assigned to recovery efforts due to natural disasters or catastrophic events for additional hours worked beyond their normal schedule. The City has historically compensated exempt employees during natural disasters.

The purpose of Resolution No. 1965-2016 is to further clarify the provisions of the policy established by Resolution No. 1710-2004. The clarifications included in Resolution No. 1965-2016 are as follows:



Memo to George D. Forbes

Pay During Disasters

October 12, 2016

Page 2

- Defines the conditions under which the policy may be applied as a declared or proclaimed natural disaster, severe weather or catastrophic event.
- Defines the types of work eligible for compensation to include preparation, response and recovery efforts.
- Defines the location of work performed to include the local area and areas outside the service territory in the event that City employees are providing mutual aid.
- Defines those eligible as all exempt employees in all City departments.

RECOMMENDATION

Adopt Resolution No. 1965-2016, amending Resolution No. 1710-2004 and authorizing the City Manager to pay additional wages to exempt employees assigned to preparation, response and recovery efforts due to natural disasters, severe weather or other catastrophic events, effective October 17, 2016, as described in a memorandum from the Chief Financial Officer dated October 12, 2016.

Introduced by: _____

Adopted: _____

RESOLUTION NO. 1965-2016

A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA AUTHORIZING THE CITY MANAGER TO PAY ADDITIONAL WAGES TO EXEMPT EMPLOYEES ASSIGNED TO PREPARATION, RESPONSE AND RECOVERY EFFORTS DUE TO NATURAL DISASTERS, SEVERE WEATHER OR CATASTROPHIC EVENTS.

WHEREAS, the City of Jacksonville Beach is dependent upon its disaster service worker employees to restore vital services; or to eliminate or lessen immediate threats of significant additional damage to life, public health, or safety; or to eliminate or lessen immediate threats of significant additional damage to improved public or private property through measures that are cost effective; and

WHEREAS, disaster response may require efforts from all City departments and all City employees, and

WHEREAS, many supervisory, management and professional level employees in the City are considered exempt employees and do not normally receive overtime compensation for their hours worked in excess of their regularly scheduled hours, and

WHEREAS, many of these same employees are critical to the effective operation of the City's disaster response and recovery efforts, and

WHEREAS, during a proclaimed or declared disaster, such critical exempt employees may be called upon to work twelve or more hours in a single day and seven days a week without time off for indefinite periods, and

WHEREAS, all hourly employees working during a disaster will be paid overtime in accordance with their respective bargaining unit agreements, and

WHEREAS, it is in the best interest of the city and its employees to fairly compensate otherwise exempt employees during a proclaimed or declared disaster for their long hours of dedicated service providing for the public safety and welfare of the citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, THAT:

SECTION 1. The City Manager is hereby granted authority to pay exempt employees who are assigned to preparation, response and recovery efforts due to natural disasters, severe weather or other catastrophic events within the local area for additional hours worked beyond their regular work schedule.

SECTION 2. The City Manager is hereby granted authority to pay exempt employees who are providing mutual aid to other cities or communities due to natural disasters, severe weather or other catastrophic events for additional hours worked beyond their regular work schedule.

SECTION 3. The method and amount of payment shall be at the discretion of the City Manager in compliance with federal and state laws.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

AUTHENTICATED this __ day of _____, 2016.

William C. Latham, MAYOR

Laurie Scott, CITY CLERK