

**Minutes of Regular City Council Meeting
held Monday, November 21, 2016, at 7:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida.**



OPENING CEREMONIES:

There was a moment of silence for four police officers, 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 November 7, 2016

ANNOUNCEMENTS:

Mr. Doherty stated citizens expressed concerns to him regarding being disconnected with City Hall and he would like to reinstate the Council Briefings.

Mr. Vogelsang commented he would like to look into live streaming of the City Council meetings as it would help citizens be more involved.

Ms. Hoffman recommended scheduling one standing City Council Briefing, to be held on the third Monday of the month at 6:00 P.M. [before the City Council Meeting].

Ms. Wilson stated she supported the live streaming of the City Council and Board meetings. She would like to recommend the agenda items of other Boards be projected onto the screen in the Council Chambers, [similar to the Council Meetings] so that the audiences can be informed.

COURTESY OF THE FLOOR TO VISITORS:

Speakers:

- Scott Cummings, 2855 Merrill Boulevard, Jacksonville Beach, Chairman of the City of Jacksonville Beach Board of Adjustment, stated his concerns regarding a newspaper article about the Board's decisions in granting variances. He requested the City Council review the Land Development Code and make changes to avoid more parking and traffic issues.
- John Atkins, 286 South First Street, Jacksonville Beach, stated he is a developer that often comes before the Board of Adjustment. He commented that the Land Development Code might need to be changed and suggested a workshop be held to discuss the changes. He distributed a handout showing some of his projects built in the City.

MAYOR AND CITY COUNCIL

CITY CLERK:

CITY MANAGER:

- (a) **Item # 16-506, Presentation of Certificate of Achievement for Excellence in Financial Reporting**

Mayor Latham presented Chief Financial Officer, Karen Nelson, the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association.

- (b) **Item #16-507, Accept the Monthly Financial Reports for the Month of October 2016**

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to accept the monthly financial reports for the month of October 2016, as submitted by the Chief Financial Officer.

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

- (c) **Item #16-508, Authorize the Mayor and City Manager to Execute an Agreement between the Volunteer Life Saving Corps and the City of Jacksonville Beach**

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to authorize the Mayor and City Manager to execute an agreement between the

Volunteer Life Saving Corps and the City of Jacksonville Beach in substantial compliance with the attached agreement (Exhibit A).

Mr. Forbes explained the Red Cross is no longer directly providing ocean rescue operations. Mr. Forbes stated in this agreement the Volunteer Life Saving Corps provides training and certification of the City's lifeguard candidates and is responsible for ocean rescue services in Jacksonville Beach on Sundays and holidays. The City will pay for utility and phone services at the American Red Cross Life Saving Corps Station. The agreement also positively defines the City's participation in the Junior Life Saving Camp.

Mr. Forbes pointed out on Page 3 of the agreement, Section 2, g. iv., it should state "his or her designee." On Page 4, Subsection n., it should state "and/or" property damage." On Page 5, the letter "s" should be removed from the City Clerk's email address.

Ms. Wilson asked if the City owns the land even though the Red Cross owns the building. Mr. Forbes answered that the Red Cross also owns the land and there is a deed restriction stating that the City has the right to use the building. It also states should the Red Cross cease to use the building for ocean rescue for a period of one year, the building and land revert back to the City.

Wayne Chattaway, President, Board of Directors of the Volunteer Life Saving Corps, stated that Red Cross primarily maintains the building.

Ms. Wilson asked if on Sunday and holidays ocean rescue services are done by volunteers and not City employees. Mr. Chattaway confirmed the beach is guarded Sundays and holidays by the Volunteer Life Saving Corps.

Ms. Hoffman asked about the deed restriction on the land if the Red Cross ceases ocean rescue for one year. Mr. Forbes stated the deed restriction states the City employees can use the ground floor of the building and if the Red Cross ceases ocean rescue for one year the building will go back to the City as the City donated the land. Mr. Forbes and Mr. Chattaway explained ocean rescue is still being performed out of the building through the Volunteer Life Savings Corps and the Red Cross is maintaining the building.

Mr. Doherty asked if there are staffing level issues and if the equipment is up to date. Mr. Chattaway answered they have two crews and could pull from the other crew if needed. The equipment is up to date.

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

(d) Item #16-509, Award RFP Number 06-1415 - Enterprise Resource Planning System to Tyler Technologies, Inc.

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to award RFP Number 06-1415 - Enterprise Resource Planning System to ***Tyler Technologies, Inc.***, as described in the memorandum from the Chief Financial Officer dated November 5, 2016, and authorize the Mayor and City Manager to execute a license and service agreement.

Mr. Forbes stated the ERP (Enterprise Resource Planning System) is the software that operates most of the City. The current system was installed by SunGard in 1987 and is obsolete. Enterprise Resource Planning (ERP) is a business/technology term for an information system based on a common database and software tools that enable information to be easily accessed, compared and shared throughout an organization. The common database will improve information accuracy and availability. Common functions of ERP systems include finance and accounting; human resources management; budgeting; payroll; cashiering; project tracking; procurement; invoicing and inventory.

Mr. Forbes added that an RFP was sent to 11 vendors and three responded. Tyler Technologies was selected as the best-qualified respondent. The City made four site visits and performed 18 nationwide reference checks.

Steve Gousie, of Sciens Consulting, reviewed the process used to select Tyler Technologies.

Mr. Doherty asked about the cost of upgrading in subsequent years. Mr. Gousie explained with Tyler Technologies there is the initial purchase of the software and an annual maintenance fee. He added that Tyler Technologies has an “evergreen” policy that provides any upgrade be included in the maintenance fee. He added there is a help line available for problems that arise. A response time is also included in the contract.

Mr. Thomason asked since the costs are set out per the calendar year would there be an impact on the current budget. Mr. Forbes answered that money has been set aside in Capital Projects and is available.

Karen Nelson, Chief Financial Officer, stated the costs outlined are per fiscal year.

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

(e) Item #16-510, Discuss and Review the Selection of Advanced Disposal for the collection and disposal of solid waste and recycling services

Mr. Forbes explained RFPs were sent out to six vendors for collection and disposal of solid waste and recycling services as the current contract with Republic Services expires in December 2016. He stated that Advanced Disposal Services Jacksonville, LLC, was the highest ranked of the three responses received.

Mr. Forbes pointed out the four options that the City Council needs to consider. The decision of which option will be made at the next City Council meeting on December 5, 2016.

	RESIDENTIAL PICKUP FREQUENCY			
<u>Alternates</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>
<i>Garbage/Trash</i>	Twice per week	Twice per week	Once per week	Once per week
<i>Recycling</i>	Once per week	Once every 2 weeks	Once per week	Once every 2 weeks
<i>Yard Waste</i>	Once per week	Once per week	Once per week	Once per week
<i>Bulky Waste</i>	Once per week	Once per week	Once per week	Once per week

Ty Edwards, Public Works Director, commented that one of the key items is that the new recycling carts will be 95-gallons in size with a yellow lid. An 18-gallon bin is currently being used. He added that recycling increases 40% when larger carts are used. Advanced Disposal presented the 95-gallon recycling cart.

Mr. Edwards stated Advanced Disposal would be using new side arm automated trucks for garbage and recycling collection. He added Advanced Disposal has committed to having a dedicated phone line for businesses and residents to report missed garbage directly to the contractor.

Mr. Edwards introduced Bill Stubblebine, Derick Redding, and Greg Huntington of Advanced Disposal.

Mr. Thomason asked if the 18-gallon recycle bin would continue to be an option for those customers who do not generate a lot of recyclable items. Mr. Edwards answered that once the 95-gallon carts are issued, and following a break-in period of 90 days, a customer may request a smaller 64-gallon cart as the carts must conform to the automated truck.

Discussion ensued regarding frequency of pickups, the level of service, and size and upkeep of garbage and recycling carts.

Ms. Hoffman asked if the contract included commercial recycling. Mr. Edwards answered that with the last extension of the current contract, free recycling for multifamily customers was included. Recycling for multifamily customers at no charge is not included in the proposed contract, however, if the multifamily customers would like to continue to recycle, they will be charged by cubic yard.

Mayor Latham asked about the high cost of recycling glass and if removing the glass from the commodities being recycled would have an effect on pricing. Mr. Stubblebine answered he would like to have glass removed from the stream, but that is a difficult item to have removed.

Mr. Stubblebine stated an information packet would accompany the new 95-gallon recycling cart educating customers about what can be recycled.

Mr. Thomason pointed out the importance that the citizens know well in advance of the next City Council meeting that this change will be considered.

Mr. Forbes stated again that the decision would be made at the next City Council meeting on December 5, 2016. He added the City would contact the newspapers and receive more public input before deciding on the frequency of pickups.

RESOLUTIONS:

ORDINANCES:

Item #16-511, ORDINANCE NO. 2016-8084 (First Reading)

Mayor Latham requested that the City Clerk read Ordinance No. 2016-8084 (First Reading), by title only, whereupon Ms. Scott read the following:

AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH DECLARING A TEMPORARY MORATORIUM ON THE OPERATION OF MEDICAL MARIJUANA TREATMENT CENTERS AND MEDICAL MARIJUANA DISPENSING ORGANIZATIONS WITHIN THE CITY FOR A PERIOD OF ONE (1) YEAR; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to adopt Ordinance No. 2016-8084, approving a one (1) year moratorium on the operation of medical marijuana treatment centers and dispensing organizations within the City.

Mr. Forbes explained the voter referendum allowing medical marijuana to be sold was approved. The requested moratorium period of one year will allow the City to consider the enabling legislation that the State Legislature is required to adopt during its next session, which ends in May 2017. The moratorium will also allow the City time to better analyze the potential impacts of medical marijuana treatment centers and dispensing organizations upon adjacent uses and surrounding areas, and then formulate appropriate regulations to accommodate these types of businesses.

Ms. Wilson asked if one year is long enough as neighboring cities have passed three-year moratoriums. Mr. Forbes answered that the moratorium could be extended if there is a good reason.

Mr. Doherty stated he did not want to put a time limit on the moratorium since the majority of the citizens voted for the referendum but if it is going to take one year, then he supports the ordinance.

Mr. Vogelsang asked what the City's plans are for the next year regarding the moratorium. Mr. Forbes stated there are primarily zoning issues in determining where the dispensaries will be established in the City.

Mayor Latham clarified that this is for dispensaries and not growing locations in the City.

Mr. Doherty commented he would like to have a workshop to discuss this issue further.

Mayor Latham reminded the audience this is the first reading of the ordinance and the second reading will be in two weeks on December 5, 2016.

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

There being no further business, the meeting adjourned at 9:08 P.M.

Submitted by: Laurie Scott
City Clerk

Approval:



William C. Latham, MAYOR

Date: 12/5/16