



The Council Briefing began at 6:05 P.M.

The following City Council Members were in attendance:

Mayor: William C. Latham

Council Members: Lee Buck Keith Doherty (*absent*) Christine Hoffman
Bruce Thomason Phil Vogelsang (*absent*) Jeanell Wilson

Also present were City Manager George Forbes, Deputy City Manager Trish Roberts, Director of Public Works Ty Edwards, Director of Beaches Energy Services Allen Putnam and Chief Financial Officer Karen Nelson.

Purpose of Briefing

The purpose of the briefing was to update the Council Members on projects including the following items:

City Manager

Sampson Substation

Mr. Forbes stated a tap changer for one of the large transformers at the Sampson Substation has failed causing the transformer to be no longer be operable. Quotes for pricing the repairs are underway, and Mr. Forbes would approve the cost of the emergency repair.

Waste Treatment Plant

Mr. Forbes stated one of the three blowers providing the air for the sequential batch reaction process at the waste treatment plant had a catastrophic failure. The City Manager approved a replacement at the reduced cost of \$26,650. He also indicated that he would not be bringing this item back to Council for formal approval since this is a repair/maintenance item. Ty Edwards, Director of Public Works, stated a new blower could cost upwards of \$250,000. The manufacturer would also be on site to assure the installation of the new parts is correct and would be inspecting the other two blowers at that time.

Water Plant

Mr. Forbes explained, during a draining and cleaning process of one of the 500,000-gallon water tanks at Water Plant #2 (work authorized by Council in April 2017), it was discovered the inside coating and ceiling were more deteriorated than was originally anticipated (due to the hydrogen sulfide gasses). The initial repairs were estimated to cost approximately \$260,000. The cost of the additional repairs, as estimated by the contractor is about \$200,000. After staff review of the estimate, Mr. Forbes approved a change order for the work; he stated the repairs are critical to maintaining the interior of the water tanks. The total cost of repairs will still be below the budgeted amount of \$550,000.

Two Over-hire positions

Karen Nelson, Chief Financial Officer, explained that one position is needed due to an extended absence of a current employee in the Purchasing Department. The new position would be a Purchasing and Procurement Assistant. Ms. Nelson explained the current position would eventually be eliminated. The new position of Procurement Assistant would be brought to the City Council for approval.

Mr. Forbes explained he had approved an over-hire position for a Beaches Energy Systems Operator position due to a potential vacancy. Mr. Forbes emphasized the need to fill the position quickly.

Beaches Energy and Shepherd Marketing

Trish Roberts, Deputy City Manager, explained the upcoming marketing plan with Shepherd, Beaches Energy Services' marketing contractor to promote Beaches Energy's E-Billing and the My Energy Planner service. Information regarding these programs would be advertised via social media, local newspapers and magazines and through HGTV programming. As part of the new marketing feature, there would be a monthly drawing for prizes. Ms. Roberts stated Shepherd would be tracking the click-through rates and completion rates for this initiative.

Ms. Roberts stated staff would be meeting with Shepherd to discuss updating the website for Beaches Energy; an update of the City of Jacksonville Beach's website would be considered in the near future.

Upcoming February 5th Council meeting

Mr. Forbes stated the following topics would possibly be on the agenda for the upcoming Council meeting on February 5th:

- Solar power project
- Medical marijuana
- Hospital PUD
- Barrier at 1st Street and 16th Avenue North

The briefing adjourned at 6:30 P.M.

Submitted by: Jodilynn Byrd
Administrative Assistant, City Clerk's Office

Approved:



William C. Latham, MAYOR

Date: February 5th, 2018