

**Minutes of City Council Orientation**  
**Wednesday, February 6, 2013 – 3:00 PM**  
**11 North 3<sup>rd</sup> Street, Jacksonville Beach, FL**

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The Council Tour began at 3:00 p.m.

The following City Council Members attended:

Mayor Charlie Latham

Keith Doherty  
Chris Hoffman  
Phil Vogelsang

Also in attendance was City Manager George Forbes and Finance Officer Harry Royal.

**Purpose of Orientation**

The purpose of the Orientation was to allow newly elected Councilmembers to meet staff members, tour their work area and briefly explain their function within the City.

**City Clerk's Office**

City Clerk Judy Bullock welcomed the member of the Council and provided each of the attendees a handout that reviewed the duties and responsibilities of the City Clerk's Office. Assistant City Clerk Nancy Pyatte gave brief overview of her duties and Secretary Jill Pewitt explained her role in the City Clerk's Office.

Ms. Bullock gave a brief tour of the work area including the vault and displayed records from the early 1900's.

**Planning and Development Department**

Senior Planner Bill Mann provided an overview of the Departments Organization and introduced the staff members.

Mr. Mann and Building Official Jon Hays reviewed the Business Plan and explained that the department has been downsized from 11 employees to 8 employees.

Mr. Hays explained

**Proposed Developments**

Steve Lindorff, Planning and Development Director, addressed the Mayor and Council concerning the recently updated Florida Building Code and the requirement for all Florida cities to now revise their flood hazard regulations to be consistent with the new building code. Mr. Lindorff stated that staff is now working on an ordinance to repeal the current flood hazard provisions in the City's Land Development Code (LDC) and replace them with 'model' language provided by the State. It will go before the Planning Commission on February 25, 2013, then to Council for approval in March.

Minutes of City Council Briefing  
held on Monday, February 4, 2013 – 6:30 p.m.

Mr. Lindorff gave a power point presentation (print out attached for record) of new proposed developments. The proposed Richmond American Homes project will be for 59 residential lots. The main entrance to the project will be on South Beach Parkway. The traffic light signal will be relocated (in near future) from its location at South Beach Pkwy. and Sanctuary Pkwy. Also, there will be right turns in and out on the JTB North frontage road. Their PUD application was scheduled for the February 5, 2013 Board of Adjustment meeting but will be postponed until the March 5, 2013 meeting. Staff just discovered an error in the notifications and it needs to be corrected and re-advertised.

Mr. Lindorff also advised of plans received proposing to rezone and develop the 4.4 acre ‘George Moore’ property on Beach Blvd. This will be for a five building, 176 unit rental apartment project, with a parking structure, surface parking, and a club house.

The City Manager presented a handout announcing the City’s new Business Relations Coordinator, Rik Amato. Mr. Forbes stated there will be an 11 question survey mailed out to businesses and it will also be available on the City website. The goal is to improve and continue good business relations in our community. Mayor Latham commended Mr. Forbes and his staff for putting this project together.

The meeting adjourned at 6:54 PM.

Submitted by: Nancy J. Pyatte  
Assistant City Clerk

Approved:

/s/William C. Latham

William C. Latham, Mayor

Date: February 18, 2013