

Minutes of City Council Briefing
Monday, May 20, 2013 – 6:30 PM
City Council Chambers
11 North 3rd Street, Jacksonville Beach, FL

The Council Briefing began at 6:30 PM.

The following City Council members attended:

Mayor Charlie Latham

Keith Doherty
Steve Hartkemeyer
Christine Hoffman
Tom Taylor
Jeanell Wilson

Phil Vogelsang *absent*

Also present were City Manager George Forbes, City Department Directors, and Nancy Pyatte, Assistant City Clerk.

Purpose of the Briefing

The purpose of the Briefing is to update the Council Members on projects, recent developments, upcoming issues, and review of agenda items.

City Manager

City Hall Security Cameras –

Mr. Forbes advised that the security cameras in City Hall are being converted from VHS to digital. This project has gone out for bid, the costs ranging from \$11,887 to \$46,000, and there will be a memo for this on the next agenda. The new system will have video and audio capabilities. Mr. Forbes advised that discussing the location details of the cameras is exempt from the open meeting law per Florida Statutes.

Substation Property at Jarboe Park –

The City of Neptune Beach has requested use of the old substation property at Jarboe Park that our city owns. This substation is no longer in use. Mr. Forbes said that Neptune Beach will lease the property from Jacksonville Beach for a nominal fee. Their planned use is for a parking lot.

Transfer of Pension Administration Duties -

Mr. Forbes stated that the three pension boards recently voted to allow the City to transfer the Pension Administration duties from the City Clerk's office to the Human Resources (HR) department. He advised an ordinance is required for the Council to approve this and a memo will be forthcoming. The plan is to have this transfer in place by October 1st. Mr. Forbes stated that there will be some reorganization in the HR department to assign these duties to a benefits coordinator.

The Human Resources Director, Karen Nelson, addressed the Council stating that there will be a reclassification of the 3 current HR positions; no additional position/person will be added for this transition.

Fire Department Overtime -

The City Manager addressed the additional overtime funding that was recently authorized for the Fire Department due to the Fire Marshal being hospitalized. Mr. Forbes stated that their overtime budget used to be \$130,000; now it is down to \$39,000. He advised that there will be a memo recommending an additional \$12,000 to be added to the overtime budget.

The Fire Chief, Gary Frazier, explained that this will cover extra manpower for special events, when people are off, special training exercises, and also cover monthly auxiliary training.

Tennis Court Lights at Tennis Center -

Mr. Forbes reported that Gary Meadors, Director of Parks and Recreation, will be requesting that we add lights to the only unlighted tennis court at the tennis center.

Food Trucks –

The City Manager stated that Steve Lindorff, Director of Planning and Development, implemented an on-line workshop to discuss the draft ordinance he wrote for food trucks to be permitted in the City. Mr. Lindorff has compiled the comments from the people who accessed the site. Mr. Forbes stated there will be a workshop on food trucks in June.

Banners –

Mr. Forbes said we will also be looking at the sign code. The purpose is to address allowing banners for businesses and modifying the code for digital signs.

From the exposure on HGTV there is an interest from citizens to purchase the City's banners along A1A. We are also looking into making posters out of the banners and selling them or giving them out as awards.

Emergency Work on Manhole at 10th Street South –

Mr. Forbes stated that he authorized this as an emergency project and displayed photos of a collapsed supersized manhole that happened just last week (built in 1968). He said this is very complex work which consists of rerouting 3 sewer lines, moving a large water line, and there is a major Beaches Energy line that is in the same area. This project is estimated at \$133,000.

The Project Superintendent, Jr. Lilly, addressed the Council and explained details of the project and materials used.

Red Cross Historical Marker -

Mr. Forbes reported the Red Cross purchased an historic monument that commemorates the Ocean Rescue Corp. We will work with them to install the monument near the life guard building.

Christmas Decorations –

The City Manager stated that Dianna Pratt, Property Manager, has been working on the Christmas decorations project and there will be a meeting with interested citizens. Council member Daugherty requested that downtown businesses be invited to the meeting.

Orientation –

Mr. Forbes stated there will be a make-up schedule for the Public Works Council Orientation.

Building Construction –

For the month of April there were 10 new residential permits processed, valued at \$2.8 million.

Sand Dunes Protection

Mr. Doherty stated he received a call from Mrs. Golding regarding the festivals and the effects on the sand dunes. People were crowding the walk-overs preventing others from walking through, then some started just going through the dunes to get back and forth from the beach and boardwalk and Latham Plaza. Mr. Doherty suggested the event permit could have fencing requirements.

The briefing adjourned at 6:56pm.

Submitted by: Nancy J. Pyatte
Assistant City Clerk

Approved:

Tom Taylor, Mayor Pro-Tem

Date: June 3, 2013