



CITY OF JACKSONVILLE BEACH

FLORIDA

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 on **Monday, June 3, 2013, at 7:00 P.M. in the Council Chambers, 11 North Third Street, Jacksonville Beach, Florida.**

**Opening Ceremonies: Invocation
Salute to the Flag**

Roll Call

1. **APPROVAL OF MINUTES:**

- Regular City Council Briefing held May 20, 2013
- Regular City Council Meeting held May 20, 2013

2. **ANNOUNCEMENTS:**

3. **COURTESY OF THE FLOOR TO VISITORS:**

4. **MAYOR AND CITY COUNCIL:**

- (a) Presentation by Denise Bunnewith with North Florida TPO

5. **CITY CLERK:**

- (a) Approve the Appointment of Jacqueline Thomason as a Trustee on the Police Officers' Board of Trustees

6. **CITY MANAGER:**

- (a) Allocate \$12,000 for Fire Department Overtime
- (b) Approve a Contract with W. W. Gay and Integrated Systems, Inc. to Install Security Cameras at City Hall

Memorandum, Mayor and City Council
City Council Agenda for June 3, 2013

7. **RESOLUTIONS:**

8. **ORDINANCES:**

(a) **ORDINANCE NO. 2013-8029 – First Reading**

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE V, DIVISION 5, 'GENERAL EMPLOYEES' RETIREMENT SYSTEM' OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH; TO PROVIDE FOR A CHANGE IN THE ADMINISTRATION OF THE RETIREMENT SYSTEM; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR CODIFICATION AND PROVIDING AN EFFECTIVE DATE.

Respectfully submitted,

/s/George D. Forbes
CITY MANAGER

GDF:cmm
05/30/13

If a person decides to appeal any decision made by the City Council with respect to any matter considered at any meeting, such person may need a record of the proceedings and, for such purpose, 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 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, ext. 10, no later than 12:00 PM, Friday, May 31, 2013.

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

**Minutes of Regular City Council Meeting
held Monday, May 20, 2013, at 7:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida.**



CALL TO ORDER:

Mayor Charlie Latham called the meeting to order.

OPENING CEREMONIES:

Invocation was by Council Member Taylor; followed by the Salute to the Flag.

Moment of Silence

Mayor Latham advised that during the Never Quit event, that Sydney Graham, a participant from Texas, suffered a heart attack and could not be revived. Mayor Latham asked everyone to remain standing and observe a moment of silence for Mr. Graham.

ROLL CALL:

Mayor: Charlie Latham

Council Members: Keith Doherty Steve Hartkemeyer Christine Hoffman
Tom Taylor Phil Vogelsang (*absent*) Jeanell Wilson

Also present was City Manager George Forbes, City Department Directors, and City Clerk Judy Bullock.

APPROVAL OF MINUTES

It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, and passed, to approve the following minutes, as presented:

- Regular City Council Meeting held May 6, 2013

ANNOUNCEMENTS

Mayor Charlie Latham

- Mayor Latham stated that he was honored to participate in the official opening of the Greenway (Maine to Key West) on Friday, May 10, 2013. All three beach Mayors were there with Jacksonville Councilmember Bill Gulliford, Ferry Commission member Elaine Brown, Ferry Task Force Member Mitch Reeves, and our own Director of Planning & Development, Steve Lindorff.
- He was also honored to participate in the Police Memorial Service on Wednesday, May 15, 2013. Council members and I were also honored to watch an awards ceremony for several members of the Police Department and a promotion for Corporal Dan Watts.

Minutes of Regular City Council Meeting
held Monday, May 20, 2013

- Mayor Latham advised that he was pleased to be a guest speaker for the Ponte Vedra Rotary Club on Thursday, May 16, 2013. He added that many of the Council's constituents are members of that club and they asked very good questions and provided some excellent feedback.
- Mayor Latham stated that it was his honor and pleasure to participate in the Never Quit weekend. He had the privilege of meeting with Bethany Hamilton and several of the participants of the Never Quit challenges. The event was a good family oriented weekend and he was glad to see that it was so successful. Mayor Latham added that there were 7,000 participants and the City's hotels, restaurants, pubs and shops were packed.
- He also was asked to speak at the Regional Leadership Institute on Saturday the 18th. There were 25 people selected to participate in the 2013 class. Mayor Latham said that he was proud to be a member of the 2013 Class.

COURTESY OF THE FLOOR TO VISITORS

Speakers:

- Rick Knight, 827 North 8th Avenue, Jacksonville Beach
Mr. Knight shared his concerns regarding the recent weekend event. He felt that the event was understaffed and disorganized. Mr. Knight added that people were trampling through the sand dunes, damaging the Sea Oats.
- David Plummer, Sr., 120 North 5th Street, Jacksonville Beach
Mr. Plummer spoke in opposition to the manufactured/modular buildings installed by St. Paul's Catholic School. He stated, in his opinion, the buildings do not comply with the City's Building Codes. Mr. Plummer asked that the City have the buildings removed.
- Sandy Golding, 1203 North 18th Avenue, Jacksonville Beach
Ms. Golding expressed her concerns regarding the damages to the dunes during the weekend event "Never Quit".

MAYOR AND CITY COUNCIL

- (a) Employee of the Quarter Award
- Amy Smith, Human Resources
 - Steve Sciotto, Fire Department

Mayor Latham read letters from the City Manager congratulating Amy Smith, Human Resources and Captain Steve Sciotto, Fire Marshal on their outstanding service. Mayor Latham then presented the Employees of the Quarter with an Employee of the Quarter pin.

CITY CLERK

CITY MANAGER

(a) Monthly Financial Reports – Month of April 2013

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to approve the Monthly Financial Reports for the Month of April 2013.

Mr. Forbes advised that the reports show that the City is in good financial condition.

Roll call vote: Ayes: Doherty, Hartkemeyer, Hoffman, Taylor, Wilson, and Mayor Latham; motion carried unanimously.

(b) Authorize the City Manager to Sign the Florida Municipal Natural Gas Association Mutual Aid Agreement

Mr. Forbes explained that the City has installed 25 miles of natural gas main, which serves 163 customers. TECO manages the day-to-day operation of the system, however should the gas utility sustain damage from natural disasters or other emergencies they can obtain emergency assistance from other gas utilities, such as personnel, equipment, and other associated services.

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to authorize the City Manager to sign the Florida Municipal Natural Gas Association Mutual Aid Agreement, as described in a memorandum from the Director of Beaches Energy Services, dated May 7, 2013.

Roll call vote: Ayes: Hartkemeyer, Hoffman, Taylor, Wilson, Doherty, and Mayor Latham; motion carried unanimously.

(c) Award Unit Price Bid Number 1213-08, Entitled South Beach Redevelopment Area Improvement Project, to *G & H Underground Construction, Inc.*

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to award Unit Price Bid Number 1213-08, entitled “South Beach Redevelopment Area Improvements Project (in the Williams Coastal & Jacksonville Beach Heights Area),” to the lowest qualified bidder, *G&H Underground Construction, Incorporated*, and authorize Construction Engineering Services with the project’s design firm, *Jones Edmunds*, as described in the memorandum from the Public Works Director, dated May 8, 2013.

Mr. Forbes explained that the project is part of the City’s 2013 Capital Improvement Plan and will include replacement of failing clay pipe, with PVC sewer main pipe. The project will provide reclaimed water for landscaping, replace old fire hydrants, and add 6 new fire hydrants.

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Roll call vote: Ayes: Hoffman, Taylor, Wilson, Doherty, Hartkemeyer, and Mayor Latham;
motion carried unanimously.

- (d) Authorize Change Order for Phase IIIA Improvements to Unit Price Bid Number 1011-13, "Phase II – Development Area 1 Improvements Project," with *Petticoat-Schmitt Civil Contractors, Inc.* and Authorize Construction Administration Services with the Project Design Firm, *GAI Consultants, Inc.* **(This includes 6th Ave North from A1A to 1st Street)**

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to authorize a Change Order to Unit Price Bid Number 1011-13, titled "Phase II – Development Area 1 Improvements Project," with *Petticoat-Schmitt Civil Contractors, Inc.*, and authorize construction engineering inspection services with *GAI Consultants, Inc.*, as described in the memorandum from the Public Works Director, dated May 10, 2013.

Speaker:

- John Galarneau, 2002 Grove Street, Jacksonville Beach
Mr. Galarneau spoke in favor of the improvements and suggested that some of the parking spaces on 6th Avenue North have a limited amount of time to use the space to allow people to park when patronizing the businesses.

Mr. Forbes explained that this project is part of the City's Vision Plan. He is requesting that 6th Avenue North be added to this project because of two unforeseen events that were not known when we bid this construction project. One is the approximately 54 unit apartment project that obtained a planned unit development, and the other is the remodeling of the empty shopping center, both on 6th Avenue North.

Mr. Doherty asked about the time frame to begin the project.

Marty Martirone, Public Works City Engineer explained that the contractors will begin the project in approximately 1 to 2 months and they are looking at a three-month completion date.

Ms. Wilson requested confirmation that this project was part of the original plan and that Redevelopment TIF funds would pay for the project.

Mr. Martirone responded in the affirmative.

Roll call vote: Ayes: Taylor, Wilson, Doherty, Hartkemeyer, Hoffman, and Mayor Latham;
motion carried unanimously.

RESOLUTIONS

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City Clerk Judy Bullock advised Council that the number on the Agenda and Resolution was incorrect. Instead of 1913-2013, it should be 1914-2013.

(a) **RESOLUTION NO. 1914-2013**

Mayor Latham requested that Resolution No. 1914-2013, be read by title; whereupon Ms. Bullock read the following:

**“A RESOLUTION PROVIDING FOR THE ANNUAL SALE OF
SCRAP METAL.”**

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to adopt Resolution No. 1914-2013, approving the annual sale of scrap metal to the highest qualified bidder.

Mr. Forbes introduced new Purchasing Administrator Jason Phitides and advised that Mr. Phitides recommended that the scrap metal, wire, steel, etc. be sold at auction rather than by bid. By auctioning the scrap metal, the City hopes to receive a higher price than the bid process.

Roll call vote: Ayes: Wilson, Doherty, Hartkemeyer, Hoffman, Taylor, and Mayor Latham; motion carried unanimously.

ORDINANCES

(a) **ORDINANCE NO. 2013-8027 – SECOND READING**

Mayor Latham requested that Ordinance No. 2013-8027, be read by title; whereupon Ms. Bullock read the following:

**“AN ORDINANCE ESTABLISHING A PLANNED UNIT
DEVELOPMENT (PUD) DISTRICT WITHIN THE CITY OF
JACKSONVILLE BEACH, FLORIDA, AS PROVIDED UNDER
THE JACKSONVILLE BEACH LAND DEVELOPMENT CODE,
CHAPTER 34 OF THE CODE OF ORDINANCES OF SAID CITY.”
(This request is for a veterinary clinic to be located on a vacant 0.49-
acre parcel of land on the north side of Jacksonville Drive, 50 feet west
of State Road A1A)**

Motion #1: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to adopt Ordinance No. 2013-8027, rezoning a 0.49 acre parcel of land located on the north side of Jacksonville Drive, 50 feet west of State Road A1A, from *Commercial, Professional Office: CPO* to *Planned Unit Development: PUD* to allow the development of a 7,500 square foot veterinary practice, as read by title.

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Mr. Forbes advised that the Council held a Public Hearing two weeks ago and described the layout of the proposed veterinary practice. He added that the Planning Commission had unanimously approved the project.

Ms. Wilson requested confirmation that the roadway on the property would remain open.

Mr. Forbes advised Ms. Wilson that the roadway is part of the applicant's property, however there is a public easement granted to the City, and it will remain open to traffic.

Roll call vote: Ayes: Doherty, Hartkemeyer, Hoffman, Taylor, Wilson, and Mayor Latham;
motion carried unanimously.

Motion #2: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to approve Findings of Fact – Ordinance No. 2013-8027.

Roll call vote: Ayes: Hartkemeyer, Hoffman, Taylor, Wilson, Doherty, and Mayor Latham;
motion carried unanimously.

(b) **ORDINANCE NO. 2013-8028 – SECOND READING**

Mayor Latham requested that Ordinance No. 2013-8028, be read by title; whereupon Ms. Bullock read the following:

“AN ORDINANCE VACATING, DISCONTINUING, ABANDONING AND CLOSING THE EASTERLY SEVENTY-FIVE (75) FEET OF A CERTAIN TWELVE (12) FOOT WIDE PUBLIC ALLEY RUNNING IN AN EASTERLY AND WESTERLY DIRECTION THROUGH THAT CERTAIN PROPERTY IN THE CITY OF JACKSONVILLE BEACH, FLORIDA, KNOWN AS BLOCK 19, MUNDY DRIVE TERRACE SUBDIVISION, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 15, PAGE 96 OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA. (Former George Moore Chevrolet dealership)

Motion #1: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to amend ordinance No. 2013-8028 to reserve a perpetual utilities easement for the benefit of the City of Jacksonville Beach, over the abandoned portion of the subject alley.

Wyman Duggan, Attorney for the project, advised that they were going to be responsible for removing the sewer line during construction. However, it was determined that the existing sewer line will become the tie-in point for sewer service for the new development. So, the current line will not be removed.

Mr. Forbes explained that the only utility in the alley is an 8” sewer line, which crossed 8th Street to serve the *George Moore* car dealership buildings in Block 18. He added that the

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only condition of approval of this partial alley abandonment is that the City be granted a perpetual easement over the alley for maintenance of the existing sewer line.

Roll call vote: Ayes: Hoffman, Taylor, Wilson, Doherty, Hartkemeyer, and Mayor Latham; motion carried unanimously.

Motion #2: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to adopt Ordinance No. 2013-8028, as amended, abandoning and closing the Easterly 75 feet of the 12-foot wide public alley, located in Block 19, Mundy Drive Terrace Subdivision.

Roll call vote: Ayes: Taylor, Wilson, Doherty, Hartkemeyer, Hoffman, and Mayor Latham; motion carried unanimously.

ADJOURNMENT

There being no further business coming before the Council, Mayor Latham adjourned the meeting at 7:45 p.m.

Submitted by: Judy L. Bullock
City Clerk

Approval:

Tom Taylor, Mayor Pro-Tem

Date: June 3, 2013



April 12, 2013

The Honorable Charlie Latham, Mayor
Jacksonville Beach City Council
11 North 3rd Street
Jacksonville Beach, FL 32250

Dear Mayor Latham:

The North Florida TPO is developing the ***Transportation Improvement Program (TIP) for Fiscal Years 2013/2014 through 2017/2018***. The TIP identifies all publicly funded highway, transit and aviation projects within the North Florida TPO area which includes Clay, Duval, Nassau and St. Johns Counties.

To increase public involvement in developing the TIP and to inform the Jacksonville Beach City Council as to the projects planned and programmed for the area, I would like to make a brief presentation at one of your May Council meetings. The presentation should take no more than 10 minutes and I will gladly answer any questions.

Please notify Ginny Montgomery regarding available dates. Her telephone is (904) 306-7500 or email at gkmontgomery@northfloridatpo.com

We look forward to meeting with you.

Sincerely,

Wanda Forrest
Transportation Planning Manager



Transportation Improvement Program

Fiscal Years 2013/14 - 2017/18

Beaches Draft Supplement



1022 Prudential Drive • Jacksonville, Florida 32207 • T 904.306.7500 • F 904.306.7501 • www.northfloridatpo.com

Phase	Fund Source	2013/14	2014/15	2015/16	2016/17	2017/18	Total
ATLANTIC BLVD EB (SR 10) AT SAN PABLO RIVER BRIDGE NO 720044 - 4261761							
BRIDGE - PAINTING							
		Non-SIS Length: 0.492 mi					
	Responsible Agency: FDOT						
PE	DIH	1,000	0	0	0	0	1,000
CST	DIH	17,527	18,037	18,564	0	0	54,128
CST	BRRP	2,065,609	0	0	0	0	2,065,609
Total		2,084,136	18,037	18,564	0	0	2,120,737
		Total Project Cost					
		Prior Cost < 2013/14	382,572	Future Cost > 2017/18	0		2,503,309

Phase	Fund Source	2013/14	2014/15	2015/16	2016/17	2017/18	Total
BEACH BLVD (US90) (SR 212) FROM SAN PABLO ROAD TO SOUTH 12TH ST. - 4319621							
LANDSCAPING							
		Non-SIS Length: 2.208 mi					
	Responsible Agency: FDOT						
PE	DIH	1,000	0	0	0	0	1,000
PE	DDR	70,000	0	0	0	0	70,000
CST	DIH	0	85,125	0	0	0	85,125
CST	DDR	0	750,000	0	0	0	750,000
Total		71,000	835,125	0	0	0	906,125
		Total Project Cost					
		Prior Cost < 2013/14	238,711	Future Cost > 2017/18	0		1,144,836

Phase	Fund Source	2013/14	2014/15	2015/16	2016/17	2017/18	Total
BEACH BLVD (SR 212) FROM ST. JOHNS BLUFF TO SAN PABLO ROAD - 4319551							
LANDSCAPING							
		Non-SIS Length: 5.263 mi					
	Responsible Agency: FDOT						
PE	DIH	500	0	0	0	0	500
CST	DIH	154,800	0	0	0	0	154,800
CST	DDR	1,500,000	0	0	0	0	1,500,000
Total		1,655,300	0	0	0	0	1,655,300
		Total Project Cost					
		Prior Cost < 2013/14	206,197	Future Cost > 2017/18	0		1,861,497

Phase	Fund Source	2013/14	2014/15	2015/16	2016/17	2017/18	Total
SR A1A FROM 34TH AVE. TO ATLANTIC BLVD/MAYPORT RD - 4300721							
ITS SURVEILLANCE SYSTEM							
		Non-SIS Length: 5.840 mi					
	Responsible Agency: FDOT						
CST	SU	70,000	0	0	0	0	70,000
Total		70,000	0	0	0	0	70,000
		Total Project Cost					70,000
<hr/>							
SR A1A FROM MARSH LANDING TO 34TH AVE. - 4300711							
ITS SURVEILLANCE SYSTEM							
		Non-SIS Length: 0.690 mi					
	Responsible Agency: FDOT						
CST	SU	30,000	0	0	0	0	30,000
Total		30,000	0	0	0	0	30,000
		Total Project Cost					30,000
<hr/>							
SR A1A FROM ATLANTIC BLVD/MAYPORT RD TO TO WONDERWOOD DR - 4300731							
ITS SURVEILLANCE SYSTEM							
		Non-SIS Length: 3.300 mi					
	Responsible Agency: FDOT						
CST	SU	50,000	0	0	0	0	50,000
Total		50,000	0	0	0	0	50,000
		Total Project Cost					50,000
<hr/>							
WONDERWOOD (SR116) INTRACOASTAL BR 720677 EB & WB - 4325171							
BRIDGE REHABILITATION							
		Non-SIS Length: .679 MI					
	Responsible Agency: Managed by FDOT						
PE	DIH	500	0	0	0	0	500
Total		500	0	0	0	0	500
		Total Project Cost					1,501

Phase	Fund Source	2013/14	2014/15	2015/16	2016/17	2017/18	Total
WONDERWOOD EXPRESSWAY (SR 116) FROM I-295 (SR 9A) TO MAYPORT RD (SR 101) - 4287961 DRAINAGE IMPROVEMENTS							
Non-SIS Length: 5.296 mi							
Responsible Agency: FDOT							
PE	DIH	500	1,001	500	0	0	2,001
Total		500	1,001	500	0	0	2,001
		Prior Cost < 2013/14		Future Cost > 2017/18		Total Project Cost	
		484,533		0		486,534	

APPENDIX I

Abbreviations & Acronyms

ABBREVIATIONS AND FUNDING SOURCES

AGENCIES

FAA	Federal Aviation Administration
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
JAA	Jacksonville Aviation Authority
JTA	Jacksonville Transportation Authority
SA/STJAA	St. Augustine/St. Johns County Airport Authority

PROJECT PHASES

PLN	Planning
PD&E	Project, Development & Environment Study
PE	Preliminary Engineering
ROW	Right-of-Way Acquisition
CST	Construction
DSB	Design Build
MSC	Miscellaneous

RRU
INC
ENV

Railroad/Utilities
Contract Incentives
Environmental

FUNDING SOURCES

ACBR	Advance Construction (BRT) – Federal Bridge Replacement
ACEN	Advance Construction Equity Bonus National Highway
ACF0	Advance Construction for High Priority
ACIM	Advanced Construction Interstate
ACNP	Advance Construction (NHPP)
ACSA	Advanced Construction Transportation Management Areas
ACSB	Advance Construction for SABR STP Bridges
ACSE	Advanced Construction Enhancement
ACSH	Advanced Construction Hazard Elimination
ACSL	Advance Construction (SL)
ACSS	Advanced Construction Safety
BJP	Better Jacksonville Plan
BNBR	State Bonds (Statewide Bridges)
BNDS	Bond funding State

BNIR	Interstate RAW and Bridge Bonds
BRAC	Bridge Replacement
BRRP	State Bridge Repair and Rehabilitation
BZAC	Federal Bridge Replacement - Off System
CIGP	County Incentive Grant Program
CM	Congestion Mitigation
DDR	District Dedicated Revenue (Gas Tax effective January 1, 1991)
DDRF	District Dedicated Matching Revenue Funds
DI	Statewide Inter/Intrastate Highways
DIH	State In-House Product Support
DITS	District Intelligent Transportation Systems
DPTO	District Public Transportation Office
DS	State Primary Highways and PTO
EB	Equity Bonus
EBNH	Equity Bonus - National Highway
FAA	Federal Aviation Administration
FTA	Federal Transit Administration
GMR	General Revenue for Strategic Intermodal System

GRSC	Growth Management of SCOP
HPP	High Priority Projects
HRRR	High Risk Rural Road
HSP	Highway Safety Program
IMAC	Interstate Maintenance
JAA	Jacksonville Airport Authority
LF	Local Funds
LFR	Local Funds/Reimbursable
LFRF	Local Funds/Reimbursable - Future
LOGT	Local Option Gas Tax
MG	Minimum Guarantee
NHAC	National Highway System
NHBR	National Highway Bridges
NHPP	IM, Bridge Repl, Natnl Hwy-MAP 21
NHRE	Nat. Hwy. Perform - Resurfacing
PKBD	Turnpike Master Bond Fund
PKYI	Turnpike Improvement
PLHD	Public Lands Highway Discretionary
RHP	Rail-Highway Safety Crossings – Prot. Dev.

SA	Transportation Management Areas
SE	Transportation Enhancement Activities related to any Surface Transportation Program
SH	Hazard Elimination
SIBG	SIB funds – Growth Management
SIB1	State Infrastructure Bank
SR	Surface Transportation Program (STP) Railroad Hazard Elimination
SS	Any safety improvement eligible under the Section 130 Railway-Highway Crossings Program and the Section 152 Hazard Elimination Program (allocated by statutory formula)
STP	Surface Transportation Program
SU, XU	Surface Transportation Program (STP) in urban areas with a population of over 200,000
TALT	Transportation Alts – Any Area
TALU	Transportation Alts>200K
TDTF	Transportation Disadvantaged Trust Fund (80% Federal/20% State)
TMA	Transportation Management Areas - Areas with a population of over 200,000
TRIP	Transportation Regional Incentive Program
XA	Surface Transportation Program (STP) in any urban areas.
XU, SU	Surface Transportation Program (STP) in urban areas > 200k



OFFICE OF THE CITY CLERK
Retirement Systems

May 16, 2013

To: The Honorable Mayor and
Members of the City Council

FROM: Judy L. Bullock, City Clerk/
Pension Administrator

SUBJECT: *Appointment of Fifth Member –*
Police Officers' Board of Trustees *sub*

ACTION REQUESTED:

Approve the appointment of Jacqueline Thomason as a Trustee on the Police Officers' Board of Trustees.

BACKGROUND

At their May 14, 2013, Quarterly Pension Meeting the Police Officers' Board of Trustees voted unanimously to appoint applicant Jacqueline Thomason to the position of Fifth Trustee.

Ms. Thomason's term began upon appointment by the Board of Trustees on May 14, 2013. She will be completing the remainder an unexpired term, which will expire on March 31, 2014.

Pursuant to Section 2-163.24 (b) 3 - Board of Trustees of the Jacksonville Beach Code of Ordinances, the City Council, as a ministerial act, appoints the Fifth Member of the Police Officers' and Firefighters' Boards.

RECOMMENDATION:

Approve the appointment of Jacqueline Thomason to the Police Officers' Pension Board of Trustees, effective May 14, 2013, to complete an unexpired term.

Attachment

City of
Jacksonville Beach
City Hall
11 North Third Street
Jacksonville Beach
FL 32250
Phone: 904.247.6299 #10
904.247.6250 #11
Fax: 904.247.6256
E-Mail: cityclerk@jaxbchfl.net
www.jacksonvillebeach.org



Sec. 2-163.24. - Board of trustees—Responsibilities and compensation.

(a) The retirement system is created, established, and maintained as an irrevocable trust pursuant to Sections 112.66(8), and 185.03 Florida Statutes. The board of trustees shall receive, hold, manage, control, and administer the retirement system for the purpose of providing such benefits as now are, or hereafter may be, authorized or permitted by law, for members and beneficiaries of the retirement system and for paying the reasonable expenses of administering the system. No portion of the assets of the retirement system shall revert to or be the property of the City of Jacksonville Beach, Florida.

(b) The board of trustees shall consist of the following five (5) individuals:

(1) Two (2) members appointed by the city council, who shall be residents of the city.

(2) Two (2) police officers who shall be elected by active police officers of the city.

(3) A fifth member selected by the other four (4) members and appointed, as a ministerial act by the city council.



City of
Jacksonville Beach
Fire Department
325 2nd Avenue South
Jacksonville Beach
FL 32250
Phone: 904.247.6201
Fax: 904.247.6155

www.jacksonvillebeach.org

MEMORANDUM

TO: George Forbes, City Manager
FROM: Gary Frazier, Fire Chief
DATE: May 21, 2013
SUBJECT: Overtime funding request for the remaining fiscal year

ACTION REQUESTED:

Allocate \$12,000 for Fire Department overtime.

BACKGROUND:

In an effort to meet budget demands for FY 2013, the Fire Department reduced its overtime budget by \$100,000. This was accomplished by reducing the daily minimum staffing requirements to two 3-person units and restricting or limiting outside training opportunities.

Overtime is necessary to maintain minimum staffing while personnel are on vacation or sick leave, for special events such as the 4th of July, and for technical rescue training. Auxiliary firefighters have been utilized, when available, to supplement staffing back to 3-units, however there is overtime required for staffing to complete their monthly training requirements. While the annual usage in the past has averaged approximately \$130,000, the current year was funded to only \$39,000 for overtime.

Based on the May budget report, a 7% shortfall currently exists with the expected usage for the remainder of the fiscal year to be an additional \$12,000. Funding can come from the unanticipated General Fund reserve and will be included in the year-end budget adjustment.

RECOMMENDATION

Approve \$12,000 for Fire Department overtime as described in a memo from Fire Chief Gary Frazier dated May 21, 2013.



City of
Jacksonville Beach
City Hall
11 North Third Street
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FL 32250
Phone: 904.247 6274
Fax: 904.270 1 642

www.jacksonvillebeach.org

MEMORANDUM

TO: George D. Forbes, City Manager
FROM: Jason Phitides, Purchasing Administrator
SUBJECT: RFP #: 02-1213 – City Hall Security Camera System
DATE: May 16, 2013

ACTION REQUESTED:

City Manager to approve a contract with W.W. Gay Fire and Integrated Systems, Inc. to install security cameras at City Hall.

BACKGROUND:

The current security camera system in City Hall is obsolete and we can no longer get replacement parts or repairs. On April 4, 2013 the City advertised a Request For Proposal (RFP #: 02-1213) for the purchase and installation of security cameras at City Hall.

On April 19, 2013 twenty-one companies attended a mandatory pre-bid conference at City Hall, where a site plan and guided tour of both floors was provided, detailing precise camera requirements and locations. The RFP terms included seventeen indoor cameras, one outdoor camera, a DVR or NVR Server of particular storage and channel capabilities, as well as all necessary cable, wiring, equipment and labor to complete a digital IP based system.

On May 8, 2013 bids were received from eight of the companies present at the pre-bid conference. Three of the eight provided additional alternate proposals for a total of thirteen proposals submitted. A committee comprised of Commander Steve Corbitt, Glenda Wagner, Kent Haines and Jason Phitides evaluated the proposals. Each evaluation was based on compliance to equipment specifications and price. All prices included both labor and materials. Following is the list of proposals arranged from lowest to highest price:

1.	W.W. Gay Fire and Integrated Systems, Inc.	\$ 11,887
2.	Qualified Systems Contracting (Alternative 3)	\$ 16,932
3.	Converged Communications (Alternative 1)	\$ 22,965
4.	Vector Security (Base bid)	\$ 25,714
5.	Qualified Systems Contracting (Alternative 2)	\$ 26,902
6.	Qualifying Systems Contracting (Base bid)	\$ 27,068
7.	Converged Communications (Base bid)	\$ 27,166
8.	Secure One	\$ 27,765
9.	Qualified Systems Contracting (Alternative 1)	\$ 28,661
10.	Wright Security Group, LLC	\$ 33,600
11.	Kratos Public Safety and Security	\$ 34,059
12.	Vector Security (Base bid)	\$ 34,751
13.	BRS Group, Inc.	\$ 46,130



W.W. Gay Fire & Integrated Systems, Inc. submitted the lowest proposal. Their proposal also met equipment and installation requirements and included one year warranty on labor and parts.

A reference check confirmed that the company provided the security installation at the City of Jacksonville and the product and installation met or exceeded expectation. They are headquartered in Jacksonville and have been in operation since 1972.

Funds for this project will come from General Fund allocated and will be included in the year end budget modification.

RECOMMENDATION:

Award RFP Number 02-1213 the Installation of Security Camera System for City Hall to W. W. Gay Fire and Integrated Systems, Inc.

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

MEMORANDUM

TO: George D. Forbes, City Manager
FROM: Karen Nelson, Human Resources Director
SUBJECT: Ordinance Number 2013-8029, Amending Chapter 2, Article V, Division 5, 'General Employees' Retirement System', of the Code of Ordinances
DATE: May 21, 2013

ACTION REQUESTED

Adopt Ordinance Number 2013-8029, which will transfer the pension administration services from the City Clerk's Office to Human Resources.

BACKGROUND

Due to the increasing complexity of pension and benefit-related issues, we have developed a plan to transfer the pension administration services from the City Clerk's Office to Human Resources. The areas of responsibility associated with pension administration are closely aligned with other employee benefits and are best carried out by human resources personnel with the necessary background and education. It should be noted that, with the rising complexity of Human Resources issues, such as healthcare reform, pension reform and labor negotiations with three unions, the work can no longer be done with the existing Human Resources staffing structure. For this reason, we are recommending the following changes to the Classification and Pay Plan:

- *Change the Payroll Compliance Administrator to Payroll/Benefits Administrator.* This position will be responsible for overseeing the payroll functions, monitoring compliance for employee benefits and administering the three pension plans. The trustees of the three pension plans have approved the transfer of services to Human Resources.



Memorandum to George D. Forbes

May 21, 2013

Page 2 of 2

- *Change the Payroll Technician to Payroll Specialist.* Prior to 2012, the City employed a full-time Payroll Specialist and a full-time Payroll Technician. For the past 15 months, we have been operating with a part-time specialist and a full-time technician. The functions currently performed by the part-time position will be assumed by the Payroll Technician in addition to existing duties, and we are recommending a change in job title to reflect the additional responsibility.
- *Change the Senior Secretary to Human Resources Generalist.* This position is responsible for recruitment, hiring, employee relations, training, and other functions associated with an HR Generalist position. The change in title and job description will more accurately represent the duties currently being performed by the Senior Secretary. Certification as a Professional in Human Resources will be a qualification for the job and the current Senior Secretary possesses that certification.

A **Resolution** to change the pay plan will be presented at the second reading of the ordinance. **There is no proposed change in the total number of positions or the total budget in Human Resources.** The tentative effective date of the change is October 1, 2013, but may be adjusted depending on the recruitment and hiring process.

RECOMMENDATION

Adopt Ordinance Number 2013-8029, to change the pension administration services from the City Clerk's Office to the Human Resources Department.

Introduced By: _____
1st Reading: June 3, 2013
2nd Reading: _____

ORDINANCE NO. 2013-8029

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE V, DIVISION 5, 'GENERAL EMPLOYEES' RETIREMENT SYSTEM' OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH; TO PROVIDE FOR A CHANGE IN THE ADMINISTRATION OF THE RETIREMENT SYSTEM; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR CODIFICATION AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Plan sponsor has requested to amend the current ordinance to provide that the Board of Trustees shall annually elect a secretary from its members; and

WHEREAS, the Plan sponsor has requested to amend the current ordinance to provide that the duties of the Administrative Officer be performed by the City's Human Resources Director or his or her designee; and

WHEREAS, the Trustees of the City of Jacksonville Beach General Employees' Retirement System have approved such amendments as being in the best interests of the participants and beneficiaries of the Retirement System as well as improving the administration of the plan,

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

SECTION 1. That Section 2-162.26(a)(2) of the City of Jacksonville Beach Code of Ordinances shall be hereby amended as follows:

Sec. 2-162.26. - Same—Officers; administrative services.

- (a) The officers of the retirement system shall be:
- (2) *Secretary.* The city clerk shall be the ~~administrative officer of the retirement system and shall be the~~ secretary of the board of trustees.
 - (5) *Administrative Officer.* The human resources director or his or her designee shall be the administrative officer of the retirement system.

SECTION 2. That all ordinances or parts of ordinances in conflict with this ordinance are, to the extent that the same may conflict, hereby repealed.

SECTION 3. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect the provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions are declared severable.

SECTION 4. Codification of this ordinance in the City Code of Ordinances is hereby authorized and directed.

SECTION 5. This ordinance shall take effect upon its adoption in accordance with the law.

DONE IN OPEN MEETING THIS _____ DAY OF _____, A.D. 2013.

Charles W. Latham, MAYOR

Judy L. Bullock, CITY CLERK