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, October 20, 2014, 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 Meeting held October 6, 2014

2. **ANNOUNCEMENTS:**

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

4. **MAYOR AND CITY COUNCIL:**

   (a) Employee of the Quarter Awards

   (b) Beaches Energy 2014 Community Service Award

5. **CITY CLERK:**

6. **CITY MANAGER:**

   (a) Monthly Financial Reports – Month of September 2014

   (b) Emergency Repair of the Fire Pump in Engine 14

(c) Approve the Purchase of One 2015 Freightliner M2 Cab & Chassis with a Terex Commander 5045 Model Hydraulic Digger Derrick from Ring Power

7. **RESOLUTIONS:**

(a) **RESOLUTION NO. 1940-2014**

A RESOLUTION AMENDING THE CITY OF JACKSONVILLE BEACH POSITION CLASSIFICATION AND PAY PLAN FOR MANAGERIAL, PROFESSIONAL, ADMINISTRATIVE, AND UNCLASSIFIED (NONUNION) CITY POSITIONS, EFFECTIVE OCTOBER 20, 2014.

(b) **RESOLUTION NO. 1941-2014**

A RESOLUTION PROVIDING FOR THE SALE OF SCRAP METAL

8. **ORDINANCES:**

ADJOURNMENT

Respectfully submitted,

/s/George D. Forbes
CITY MANAGER

GDF:jlb
10/16/14

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, October 17, 2014.

Minutes of Regular City Council Meeting
held Monday, October 6, 2014, at 7:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida.

CALL TO ORDER:

Mayor Charles Latham called the meeting to order.

The Mayor acknowledged that students of Ms. Phillips Civic Class and a group of Boy Scouts were attending the meeting.

OPENING CEREMONIES:

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

ROLL CALL:

Mayor: William C. Latham

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

Also present were City Manager George Forbes, City Attorney Susan Erdelyi, 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:

- **Special City Council Meeting held September 8, 2014**
- **Special City Council Meeting held September 15, 2014**
- **Regular City Council Meeting held September 15, 2014**

ANNOUNCEMENTS

Council Member Chris Hoffman –

- Ms. Hoffman announced that the First Annual Beaches Art Fest held at the Pablo Historical Park was a great success.

Council Member Keith Doherty –

- Mr. Doherty spoke about the construction work on First Street, between 6th and 8th Avenues North not being completed on time.

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- He also requested that the Council hold a workshop on construction of a parking garage.

Council Member Tom Taylor –

- Mr. Taylor advised that Father William Kelly of St. Paul's Catholic Church will be retiring on July 1, 2015, and requested that the Council honor Father Kelly due to the positive work he has done for the community.

Mayor Latham –

- Mayor Latham said that he was honored to participate in the "Blessings in a Backpack" project at Seabreeze Elementary School on September 18, 2014. He congratulated Principal Tina Bennett, her staff, and the volunteer parents for the program that assisted the students.
- Later that day, he also attended the Ribault Garden Club's "Annual Coffee" function and enjoyed a presentation on recycling.
- The City of Jacksonville Beach hosted a TPO Meeting on September 23, 2014. Mayor Latham expressed his appreciation to the TPO staff for providing an opportunity for the beach communities to provide their thoughts on the long-range transportation projects.
- Mayor Latham congratulated Sandy Golding and the members of the "Beaches Watch" on their ten years of service to the community. He added that he was able to see his friend and colleague Harriet Pruette honored at the event.
- Congratulations were extended to the graduating Class No. 33 of the Citizen's Police Academy. Mayor Latham stated that the next class will commence in January 2015.
- On Friday, September 3rd, Mayor Latham attended "Truck Day" at San Pablo Elementary, which is a safety awareness program for elementary school aged children. He thanked the Jacksonville Beach Fire Department, Police Department, Lifeguards, and Beaches Energy Services, for their participation.
- Mayor Latham stated that he was proud to be able to participate in the "Sober Living Festival", at the SeaWalk Pavilion on last Saturday. He added that there was a good crowd and great weather for the event.

COURTESY OF THE FLOOR TO VISITORS

- Mick DuRocher, 41 Millie Drive, Jacksonville Beach

  Mr. DuRocher spoke on a number of topics, including the proposed location of the skateboard park, sewer problems at his home, and placing utility lines in the area underground.

- James Sorrell, 1410 Pinewood Road, Jacksonville Beach

  Mr. Sorrell recommended that the City's Code of Ordinances, be updated. He cited outdated sections and stated that 1991 was the last time that the Code had been reviewed/revised in its entirety.

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- Cory Nichols, 1107 South 1st Street, Unit C, Jacksonville Beach

  Mr. Nichols (member of the Community Redevelopment Agency), began by suggesting that the City post either a video or an audio recording of the City Council meetings on the City's website.

  Mr. Nichols also recommended that the "Vision Plan" be reviewed and revised. He stated that the Vision Plan was to cover seven years and is now outdated. Mr. Nichols added that most of the infrastructure called for in the plan has been completed and stated that the City needs to move on to the business portion of the plan.

MAYOR AND CITY COUNCIL

CITY CLERK

Adopt the Declaration of Election Results from the State of Florida, Duval County Canvassing Board, for the August 26, 2014, Primary Election

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to adopt the Election Declaration by the City Clerk of the official election results of the City of Jacksonville Beach Primary Election, held on August 26, 2014.

Mr. Forbes explained that the Duval County Canvassing Board issues the official results of the City elections and the City Council then approves the Declaration of Election Results.

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

CITY MANAGER

(a) Approve the Non-Serviceable Fire Helmet Policy as Outlined by Fire Chief Gary Frazier in a Memo Dated September 24, 2014

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to approve the non-serviceable fire helmet policy as outlined by the Fire Chief Gary Frazier, in a memo dated September 24, 2014.

Chief Frazier explained that a firefighter's helmet can be used for a maximum of 10 years then it must be replaced. At that time, the helmet must be destroyed, as they can no longer be used as protective gear, with the exception of the current leather helmet shield, which will be used on the new helmet. Chief Frazier said that most firefighters are attached to their helmet and would like to keep it in remembrance of their many calls.

Since a third of the department's helmets will be replaced this year, it is recommended that firefighters be allowed to purchase their own non-serviceable fire helmet at a cost of $25.00 with the exception of those firefighters who are retiring from service. The retiring firefighter receives their service helmet and badge at no charge.

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Chief Frazier also presented hardcover books meant for children in the first grade that teaches them how to do the right thing. He advised that the department would like to provide each child with one of the books when they tour the Fire Station.

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

(b) Award RFP Number 12-1314 for Fourth of July Fireworks Display to *Pyro Shows, Inc.*

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to award RFP Number 12-1314 for the Fourth of July Fireworks Display to *Pyro Shows, Inc.*, with the option to renew annually for the succeeding three (3) years, based on the availability of funds and the approval of the City Manager.

Mr. Forbes advised that the City has used this company, and is satisfied with their product and service.

A brief discussion was held regarding the length of the fireworks shows. Mr. Forbes explained that the shows last between 20 - 25 minutes.

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

(c) Award RFP 13-1314 – Professional Services for Assistance with NERC Reliability Compliance Standards for Beaches Energy Services to the Highest Ranked Respondent, *GDS Associates, Inc.*

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to award RFP 13-1314 – Professional Services for Assistance with NERC Reliability Compliance Standards to the highest ranked respondent, *GDS Associates, Inc*., as explained in the memorandum from the Purchasing Administrator, dated September 19, 2014.

Mr. Forbes explained that the North American Reliability Corporation (NERC) mandates and enforces standards governing physical infrastructure and cyber security. The City has received notice that Beaches Energy Services will be audited during the last week of June 2015.

For this reason, the City issued a RFP to provide the following professional services:

- Evaluate operating procedures and standards in order to conduct a GAP Analysis that would identify any deficiencies to NERC standards
- Develop recommendations for corrective measures for implementation before the June 2015 audit.

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

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RESOLUTIONS:

ORDINANCES

ORDINANCE NO. 2014-8058

Findings of Fact for the Denial of Ordinance No. 2014-8058, Rezoning the Property Located at 602 N. 1st Street from Central Business District: CBD to Redevelopment District: RD.

Motion: It was moved by Mr. Taylor, seconded by Mr. Hartkemeyer, to approve the Findings of Fact, dated October 6, 2014, for the denial of Ordinance Number 2014-8058, rezoning the property located at 602 North 1st Street, from *Central Business District: CBD* to *Redevelopment District: RD.*

Mr. Forbes provided an abbreviated overview of the Findings of Fact for the denial of Ordinance No. 2014-8058.

Roll call vote: Wilson – Aye
Doherty – Abstain *(Conflict of Interest Form to be attached to original minutes)*
Hartkemeyer – Aye
Hoffman – Nay
Taylor – Aye
Mayor Latham – Aye
The motion carried by a vote of 4 to 1.

ADJOURNMENT

There being no further business coming before the Council, Mayor Latham adjourned the meeting at 7:39 p.m.

Submitted by: Judy L. Bullock
CITY CLERK

Approval:

_____

William C. Latham, MAYOR

Date: October 20, 2014

DRAFT

JACKSONVILLE BEACH

City of
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City Hall
11 North Third Street
Jacksonville Beach
FL 32250
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www.jacksonvillebeach.org

HUMAN RESOURCES

MEMORANDUM

TO: George Forbes, City Manager

FROM: Karen Nelson, Director of Human Resources

DATE: September 25, 2014

RE: Employee of the Quarter Award
3rd Quarter of 2014

This is to advise that the final determinations for Employee of the Quarter for the 3rd Quarter of 2014 have been made. It is my pleasure to announce the following selections:

Name	Department
Sheri Gosselin	City Manager's Office
Robert Rozelle	Public Works

Please refer to the attached letters on their achievements.

According to our Awards Program, these individuals should be recognized by the City Council with a personalized letter from you and the City of Jacksonville Beach Employee of the Quarter pin. I am forwarding this information to you so that a presentation can be made at the October 20, 2014 Council Meeting. The recipients will be notified to attend.

Additionally, for your information, the Department Directors will be having a departmental award ceremony which will include the presentation of a check in the amount of $100 and a personalized certificate for their employees.

KN:cn

Attachment

JACKSONVILLE BEACH

OFFICE OF CITY MANAGER

City of
Jacksonville Beach
City Hall
11 North Third Street
Jacksonville Beach
FL 32250
Phone: 904.247.6268
Fax: 904.247.6276

www.jacksonvillebeach.org

October 20, 2014

Ms. Sheri Gosselin
City Manager's Office

Dear Sheri,

It is with great pleasure that we present you this letter of appreciation for your outstanding job performance in the City Manager's Office. You have been selected as an Employee of the Quarter for the 3rd Quarter of 2014.

You are being recognized for:

- always displaying a positive demeanor and going out of your way to help others;
- being accurate on the work you do and handling the duties of your job with finesse; and
- for assisting all citizens with a positive attitude and giving excellent information and customer service.

Please accept our sincere gratitude and thanks for your outstanding performance. It truly exemplifies the dedication and spirit for which we all strive to attain as public employees.

Sincerely,

George D. Forbes
City Manager

GDF:cn

JACKSONVILLE BEACH

OFFICE OF CITY MANAGER

City of
Jacksonville Beach
City Hall
11 North Third Street
Jacksonville Beach
FL 32250
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www.jacksonvillebeach.org

October 20, 2014

Mr. Robert Rozelle
Public Works

Dear Bob,

It is with great pleasure that we present you this letter of appreciation for your outstanding job performance in Public Works. You have been selected as an Employee of the Quarter for the 3rd Quarter of 2014.

You are being recognized for:

- stepping up and volunteering to work with the filter vendor to find a solution to performance issues with the new filters installed during the Pollution Control Plant upgrade;
- spending two years experimenting and fine tuning the filters to achieve a workable solution; and
- for keeping a cheerful attitude and exemplary work ethic as you continued to make improvements for a thankless job that had occupied at least 75% of your time.

Please accept our sincere gratitude and thanks for your outstanding performance. It truly exemplifies the dedication and spirit for which we all strive to attain as public employees.

Sincerely,

G. D. Forbes

George D. Forbes
City Manager

GDF:cn

FMEA
FLORIDA MUNICIPAL ELECTRIC ASSOCIATION

October 14, 2014

George Forbes
City Manager
City of Jacksonville Beach
11 North Third Street
Jacksonville Beach, FL 32250

RECEIVED
OCT 15 2014
CITY ADMINISTRATION
CITY OF JACKSONVILLE BEACH

Dear George:

The Florida Municipal Electric Association (FMEA) is pleased to honor the community service efforts of Beaches Energy Services by recognizing them with the 2014 Community Service Award.

Beaches Energy received the award for its commitment to enhancing its customers' quality of life through community improvement programs such as the CARE program, career day/field trips, energy efficiency rebates, energy audits, and your compact fluorescent light bulb giveaway program.

Being a part of the community is about more than making sure the lights are on. Beaches Energy Services excels in not only taking an interest in seeing its community succeed, but also actively working toward making it a better place to live and building a strong community.

Congratulations on your achievement.

Sincerely,

Barry Moline

Barry J. Moline
Executive Director

417 E. College Ave. (32301) • PO Box 10114 • Tallahassee, Florida 32302 • (850) 224-3314 • Fax: (850) 224-2831 • www.publicpower.com

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• Moore Haven • Mount Dora • Newberry • New Smyrna Beach • Ocala • Orlando • Quincy • Reedy Creek •
• St. Cloud • Starke • Tallahassee • Vero Beach • Wauchula • Williston • Winter Park •

News Release

FOR IMMEDIATE RELEASE
Contact: Local Contact PHONE
Amy Zubaly (850) 224-3314, ext. 7
October 13, 2014

Beaches Energy Wins FMEA Community Service Award

(Tallahassee, Fla.) – The Florida Municipal Electric Association (FMEA) recently honored the community service efforts of Beaches Energy Services by recognizing the municipal electric utility with the 2014 Community Service Award.

Honored during the public power luncheon at FMEA's annual Energy Connections Conference and Trade Show in Orlando, on October 9, Beaches Energy received the award for its commitment to enhancing its customers' quality of life through community improvement programs such as the CARE program, career day/field trips, energy efficiency rebates, energy audits, and our compact fluorescent light bulb giveaway program.

"Being a part of the community is about more than making sure the lights are on," said FMEA Executive Director Barry Moline. "The recipients of the 2014 FMEA Community Service Awards excel in not only taking an interest in seeing their communities succeed, but also actively working toward making them better places to live and building strong communities."

About FMEA: The Florida Municipal Electric Association (FMEA) represents the unified interests of 34 public power communities across the state, which provide electricity to more than 3 million of Florida's residential and business consumers.

# # #

JACKSONVILLE BEACH

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

FIRE RESCUE DEPARTMENT

MEMORANDUM

TO: George Forbes, City Manager
FROM: Gary Frazier, Fire Chief
DATE: October 16, 2014
SUBJECT: Emergency Repair of the Fire-Pump on Engine-14

ACTION REQUESTED:

Allocate $15,101 for the emergency repair of the fire-pump on Engine- 14.

BACKGROUND:

Engine-14 is a 1996 Pierce custom pumper that is used to supplement front line apparatus. This occurs during service, maintenance, and when additional units are added for special events or additional staffing is needed due to a large incident. Recently E-14 failed a portion of the National Fire Protection Association annual pump test due to leakage of the pump housing and seals. The fire-pump is the mainstay of the unit and is used anytime water is needed to supply hose-lines at any fire. This reserve engine will be in the fleet for at least the next 5 years.

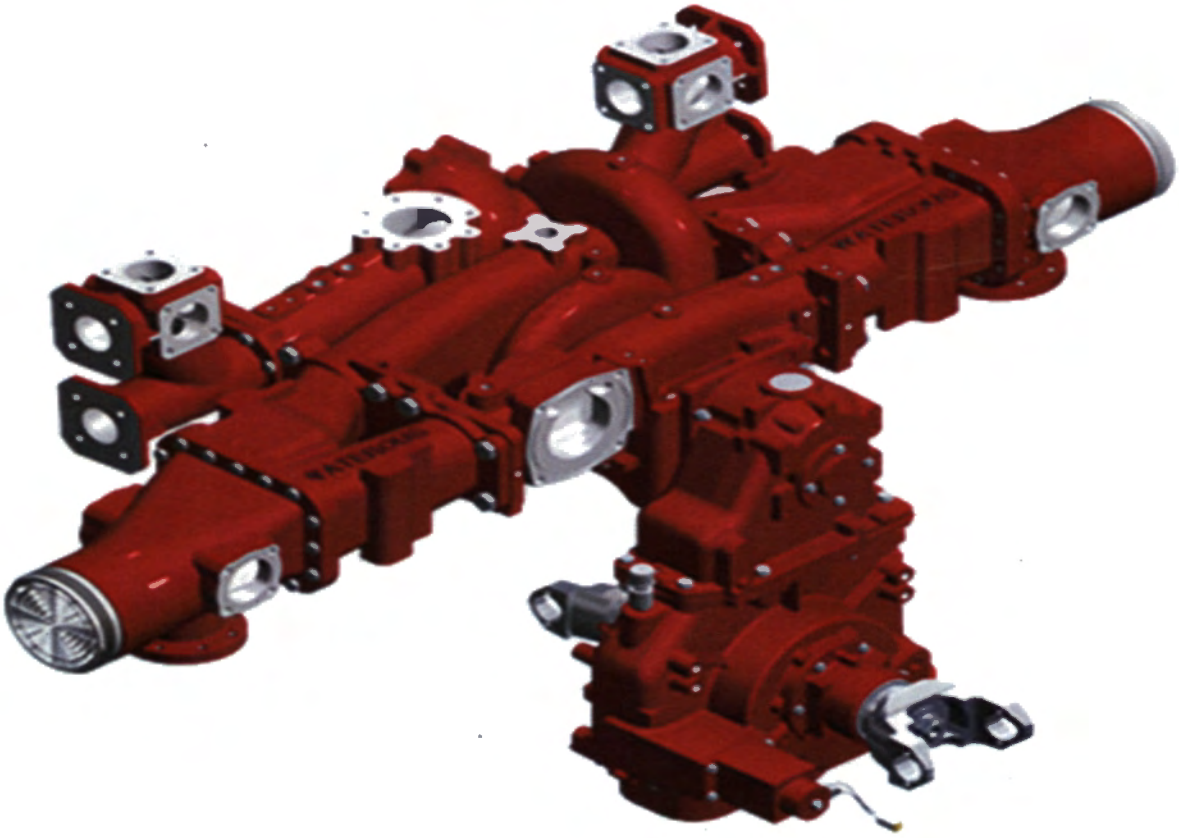
The unit needs to be taken to Sanford, Florida to Ten-8 Fire Equipment, the Pierce dealer, to repair the Waterous fire-pump. Due to the age of the pump, the seals, housing, shaft, internal wear rings and impeller need to be replaced. While we budget for minor pump repairs, the $15,101 estimate to replace parts and rebuild the pump is outside our normal maintenance budget. Funding will come from the unanticipated General Fund and will be included in the mid-year budget adjustment.

RECOMMENDATION

Approve the emergency repair of the fire-pump on Fire Engine-14 as described in a memo from Fire Chief Gary Frazier dated October 16, 2014.

JACKSONVILLE
BEACH
14

Waterous Pump



JACKSONVILLE BEACH

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[F] 904.270.1639

www.jacksonvillebeach.org

TO: George D. Forbes,
City Manager

FROM: Jason Phitides,
Purchasing Administrator

DATE: October 10, 2014

RE: Beaches Energy Services purchase of 2015 Freightliner M2 Cab & Chassis with Terex Commander 5045 Digger Derrick from Ring Power

ACTION REQUESTED:

Approve the purchase of one 2015 Freightliner M2 Cab & Chassis with a Terex Commander 5045 model hydraulic Digger Derrick from Ring Power, and approve the trade-in of vehicle #254 and vehicle #229 to Ring Power for a net purchase price of $225,000.

BACKGROUND:

Beaches Energy Services uses heavy duty "boom trucks" also known as Digger Derrick trucks to upgrade, repair and maintain the transmission and distribution lines throughout the electrical system. The "Digger" is the auger that can set concrete poles to a depth of thirteen feet in the ground. The "Derrick" is the boom or crane that lifts and places the poles and is also used to transport and position transformers and other heavy equipment.

Beaches Energy Services currently operates a fleet of two Digger Derrick trucks. For safety reasons, these trucks are scheduled for replacement every 100,000 miles or at the end of ten years, whichever comes first. This truck, (vehicle #254) was placed in service in 2003 and is budgeted for replacement. The budgeted replacement cost is $225,000.

Beaches Energy Services can purchase a new Digger Derrick truck directly from Ring Power Corporation, a local manufacturer with a nearby plant in Duval County. Ring Power has agreed to beat the pricing provided by the Florida Sheriff's Association contract (Bid Award # 14-12-0904 for heavy vehicles and equipment which was published on October 3rd 2014). The Florida Sheriff's Association price is $336,458, versus the direct purchase from Ring Power of $263,000 for the exact same truck.

The reason for the price variance is that Ring Power, as a manufacturer, can provide reduced pricing by eliminating margins that are typically included in the dealer prices listed on the Sheriff's Association contract.

Furthermore, Ring Power is offering Beaches Energy Services the following trade-in values:

Truck	Trade-in Value
Vehicle #254	$ 32,000
Vehicle #229	$ 6,000
Total Trade-in Value	$ 38,000

Vehicle #254 is the Digger Derrick truck being replaced. Vehicle #229 is a 1979 Digger Derrick truck which is obsolete, past its useful life and no longer deemed safe. For this reason we are requesting it be declared surplus and together with vehicle #254 be included as a trade-in for the purchase of the new Digger Derrick truck.

Total purchase price including all accessories and upgrades is $263,000. After trade-in allowances of $38,000 the net purchase price is $225,000.

Following is a price comparison summary for the purchase of the Digger Derrick:

	Ring Power Corporation	Fla. Sheriff's Association
Terex C4047 Digger Derrick Unfit	$ 148,875	$ 198,500
2015 Freightliner M2 4x2 Chassis	$ 31,450	$ 39,948
4x4 Upgrade - 4x4 AM	$ 27,500	$ 49,000
GVWR&CA Upgrade to 38,000 lbs.	$ 19,258	$ 32,900
Upgrade from C4047 Digger to C5045	$ 14,892	na
Engine/Transmission Upgrade	$ 5,000	$ 8,900
Trailer/Tow Package	$ 1,600	$ 2,990
Spray in Bed Liner	$ 1,600	$ 2,900
Tilt Steering	$ 250	$ 450
Power Windows/Door Locks	$ 150	$ 290
Safety Kit	$ 150	$ 290
Mud Flaps	$ 150	$ 290
Bumper Winch & Hydraulic Hose Reel	$ 12,125	na
Total Purchase Price before trade-in	**$ 263,000**	**$ 336,458**
Trade-in Values	$ (38,000)	
Trade-in Vehicle #229	$ (6,000)	
Net Purchase Price	**$ 225,000**	**$ 336,458**

RECOMMENDATION:

Approve the purchase of one 2015 Freightliner M2 Cab & Chassis with a Terex Commander 5045 model hydraulic Digger Derrick from Ring Power as described in the memo from the Purchasing Administrator dated October 10, 2014.

Freightliner Cab and Chassis with Terex Commander Digger Derrick

JACKSONVILLE BEACH

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www.jacksonvillebeach.org

MEMORANDUM

TO: George D. Forbes, City Manager
FROM: Karen Nelson, Human Resources Director
SUBJECT: Resolution Number 1940-2014, Amending the Classification and Pay Plan, Effective October 20, 2014.
DATE: October 13, 2014

ACTION REQUESTED

Adopt Resolution Number 1940-2014, amending the Classification and Pay Plan for Managerial, Professional, Administrative and Unclassified (Nonunion) City positions, effective October 20, 2014.

BACKGROUND

The City's Classification and Pay Plan provides for the assignment of job classifications and salary ranges for each nonunion position. The plan is reviewed periodically and updated as necessary to include newly authorized positions and to ensure the proper classification of existing positions. After a recent review, we recommend the following changes:

1. Public Works Project Engineer – This is a new position that will be assigned to work the majority of the time on Downtown and South Beach capital improvement projects. This position is Included in the 2014-2015 budget.

2. Network Engineer – This is a new position that will improve network and GIS operations by dedicating additional manpower that is necessary to properly manage and fully utilize the technology in both of these areas. The current Network/GIS Administrator will focus on GIS administration and the position title will be changed to GIS Administrator. The Network Engineer is Included in the 2014-2015 budget.

3. Planning Official - The Senior Planner is currently classified as a LIUNA (union) position in Pay Grade 128. To classify the position in accordance with the required skill level, education and experience, the Senior Planner will be reclassified to Planning Official – a nonunion position in pay grade 131.

4. Assistant Customer Service Supervisor – This position is currently classified as a LIUNA (union) position. To classify the position in accordance with the required skill level, education, experience and level of supervisory responsibility, the Assistant Customer Service Supervisor will be reclassified to a nonunion position with no change in the pay grade.

5. City Clerk – The City Clerk position is currently classified as a Department Director reporting to the City Manager. To align the position with other City positions with similar levels of responsibility, the City Clerk will be reclassified from Department Director to Administrative, Fiscal and Related. This will allow the City Manager to designate supervision of the City Clerk's Office to the Deputy City Manager or other designated department director. There is no change to the pay grade for the City Clerk position.

RECOMMENDATION

Adopt Resolution Number 1940-2014, Amending the Classification and Pay Plan for Managerial, Professional, Administrative and Unclassified (Nonunion) City positions, effective October 20, 2014. This will establish classification and pay grades for two new positions, Public Works Project Engineer and Network Engineer. It will also reclassify the City Clerk, Planning Official and Assistant Customer Service Supervisor positions.

Introduced By: _____

Adopted: _____

RESOLUTION NUMBER 1940-2014

A RESOLUTION AMENDING THE CITY OF JACKSONVILLE BEACH POSITION CLASSIFICATION AND PAY PLAN FOR MANAGERIAL, PROFESSIONAL, ADMINISTRATIVE AND UNCLASSIFIED (NONUNION) CITY POSITIONS, EFFECTIVE OCTOBER 20, 2014.

WHEREAS, The City Council has adopted a Classification and Pay Plan which establishes job classifications and salary ranges for each position which are competitive with similar positions in the labor market, and

WHEREAS, it periodically becomes necessary to update the Classification and Pay Plan to include additional authorized positions and to ensure positions are properly classified and compensated in accordance with essential functions and required skill levels.

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

SECTION 1. The City amends the Classification and Pay Plan for Managerial, Professional, Administrative and Unclassified (Nonunion) City positions attached hereto as *Attachment A* which: 1) establishes the classification and pay grade for the Public Works Project Engineer, Network Engineer, Planning Official and Assistant Customer Service Supervisor positions; and 2) reclassifies the City Clerk position to Administrative, Fiscal and Related.

SECTION 2. The City Manager is hereby authorized to implement the amended pay plan and take any action necessary to carry out implementation not in conflict with any other laws or ordinances.

SECTION 3. This resolution shall take effect October 20. 2014.

AUTHENTICATED this_____day of _____2014.

_____
William C. Latham, Mayor

_____
Judy Bullock, City Clerk

SECTION II
CLASSIFICATIONS AND PAY GRADES
By Classification

CLASSIFICATION		POSITION TITLE	GRADE
Department Director	*	Deputy City Manager	140
	*	~~City Clerk~~	~~131~~
	*	Director of Beaches Energy Services	140
	*	Director of Human Resources	134
	*	Director of Parks and Recreation	133
	*	Director of Planning and Development	134
	*	Director of Public Works	137
	*	Finance Officer	137
	*	Fire Chief	137
	*	Police Chief	138
Administrative, Fiscal & Related	*	Accountant	125
	*	Accounting Supervisor	129
		Administrative Assistant	119
		Assistant City Clerk	121
		Assistant Customer Service Supervisor	121
	*	Assistant Finance/Budget Officer	133
	*	Assistant to the City Manager	123
		Building Maintenance Supervisor	122
	*	Building Official	131
		Chief Storekeeper	119
	*	City Clerk	131
		Clerical Assistant	112
	*	Customer Service Supervisor	129
		End User System Analyst	124
	*	~~Network/~~GIS Administrator	129
		Human Resources Generalist	120
	*	Information Systems Supervisor	133
	*	Internal Auditor	128
	*	Network Engineer	129
	*	Payroll/Benefits Administrator	129
		Payroll Specialist	119
	*	Planning Official	131
		Project/Safety Coordinator	118
	*	Property Management Superintendent	125
	*	Public Safety Analyst	126
	*	Purchasing Administrator	125
		Staff Assistant	116
		Staff Assistant	116
	*	Utilities Accountant/Analyst	125

* Exempt from overtime under the Fair Labor Standards Act.

CLASSIFICATIONS AND PAY GRADES
By Classification

CLASSIFICATION		POSITION TITLE	GRADE
Electric Utilities	*	Construction & Maintenance Supervisor	131
		Electric Safety & Training Supervisor	128
	*	Electric Utilities Superintendent	135
	*	Electrical Engineering Supervisor	135
	*	Meter Services Supervisor	126
	*	System Operations Supervisor	133
Public Works	*	Distribution & Collection Superintendent	130
	*	Public Works City Engineer	134
	*	Public Works Project Engineer	134
	*	Streets Superintendent	130
	*	Utility Plant Supervisor	130
		Utility Plant Maintenance Supervisor	125
Parks and Recreation		Beach Patrol Guard	Unclassified
		Beach Patrol Lieutenant	Unclassified
		Golf Cart/Range Attendant	107
	*	Golf Course Superintendent	126
	*	Golf Course/Park Maintenance Superintendent	127
	*	Golf Professional	126
		Golf Shop Attendant	111
		Golf Starter	107
		Ocean Rescue Supervisor	119
		Recreation Leader	113
		Recreation Program Assistant	114
	*	Recreation Superintendent	125
		Recreation Supervisor	122
		Tennis Court Attendant	107
	*	Tennis Professional	117
Public Safety	*	Fire Captain/Fire Marshall	405
	*	Fire Captain/Shift Commander	404
		Police Accreditation Manager	122
	*	Police Commander	133
		Police Officer Reserve	180
		Police Records Supervisor	119
		Police Sergeant (Non-Union)	182
		Police Volunteer Coordinator	114
		Public Safety Communications Supervisor	123
		School Crossing Guard	Unclassified

*Exempt from overtime under the Fair Labor Standards Act.

CLASSIFICATIONS AND PAY GRADES
By Grade

GRADE		POSITION TITLE
107		Golf Cart/Range Attendant
107		Golf Starter
107		Tennis Court Attendant
111		Golf Shop Attendant
112		Clerical Assistant
113		Recreation Leader
114		Police Volunteer Coordinator
114		Recreation Program Assistant
116		Staff Assistant
116		Staff Assistant
117	*	Tennis Professional
118		Project/Safety Coordinator
119		Administrative Assistant
119		Chief Storekeeper
119		Ocean Rescue Supervisor
119		Payroll Specialist
119		Police Records Supervisor
120		Human Resources Generalist
121		Assistant City Clerk
121		Assistant Customer Service Supervisor
122		Building Maintenance Supervisor
122		Police Accreditation Manager
122		Recreation Supervisor
123	*	Assistant to the City Manager
123		Public Safety Communications Supervisor
124		End User System Analyst
125	*	Accountant
125	*	Property Management Superintendent
125	*	Purchasing Administrator
125	*	Recreation Superintendent
125	*	Utilities Accountant/Analyst
125		Utility Plant Maintenance Supervisor
126	*	Golf Course Superintendent
126	*	Golf Professional
126	*	Meter Services Supervisor
126	*	Public Safety Analyst

* Exempt from overtime under the Fair Labor Standards Act.

CLASSIFICATIONS AND PAY GRADES
By Grade

GRADE		POSITION TITLE
127	*	Golf Course/Park Maintenance Superintendent
128		Electric Safety & Training Supervisor
128	*	Internal Auditor
129	*	Accounting Supervisor
129	*	Customer Service Supervisor
129	*	~~Network/~~GIS Administrator
129	*	Network Engineer
129	*	Payroll/Benefits Administrator
130	*	Distribution & Collection Superintendent
130	*	Streets Superintendent
130	*	Utility Plant Supervisor
131	*	Building Official
131	*	City Clerk
131	*	Construction & Maintenance Supervisor
131	*	Planning Official
133	*	Assistant Finance/Budget Officer
133	*	Director of Parks and Recreation
133	*	Information Systems Supervisor
133	*	Police Commander
133	*	System Operations Supervisor
134	*	Director of Human Resources
134	*	Director of Planning and Development
134	*	Public Works City Engineer
134	*	Public Works Project Engineer
135	*	Electrical Engineering Supervisor
135	*	Electric Utilities Superintendent
137	*	Director of Public Works
137	*	Finance Officer
137	*	Fire Chief
138	*	Police Chief
140	*	Deputy City Manager
140	*	Director of Beaches Energy Services
180		Police Officer Reserve
182		Police Sergeant (Non-Union)
404	*	Fire Captain/Shift Commander
405	*	Fire Captain/Fire Marshall
Unclassified		Beach Patrol Guard
Unclassified		Beach Patrol Lieutenant
Unclassified		School Crossing Guard

* Exempt from overtime under the Fair Labor Standards Act.

JACKSONVILLE BEACH

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PURCHASING AND PROCUREMENT

October 11, 2014

MEMORANDUM

TO: George D. Forbes
City Manager

FROM: Jason Phitides
Purchasing Administrator

SUBJECT: Resolution No. 1941-2014 Providing for the Sale of Scrap Metal

ACTION REQUESTED:

Adopt Resolution No. 1941-2014 approving the sale of scrap metal quarterly.

BACKGROUND:

Beaches Energy Services accumulates scrap metal from the maintenance and replacement of transmission and distribution lines. Scrap metal consists mostly of insulated or bare aluminum wiring, and to a lesser extent insulated or bare copper wiring.

The scrap metal no longer has any useful purpose and for that reason we are requesting it be declared surplus and disposed by sale to the vendor offering the highest price.

In the past, the scrap metal would accumulate in the storage yard to be sold annually. A large scrap pile would limit vendor participation as it required the vendor to provide heavy equipment such as a crane or grapple hook to move the accumulation of scrap.

If the scrap metal was sold quarterly, it would afford greater vendor participation as heavy equipment would not be necessary to move smaller scrap piles. Furthermore, it would improve warehousing efficiency through increased yard storage space.

Purchasing and Procurement will invite scrap metal vendors to provide metal prices at various times throughout the year. Scrap metal will be sold to the vendor providing the highest price at the time of the sale.

RECOMMENDATION:

Adopt Resolution No. 1941-2014 approving the sale of scrap metal quarterly.

Introduced by: _____
Adopted: _____

RESOLUTION NO. 1941-2014

A RESOLUTION PROVIDING FOR THE SALE OF SCRAP METAL

WHEREAS, it is hereby declared that certain scrap metal owned by the City of Jacksonville Beach or Beaches Energy Services is in excess of the foreseeable needs of the public, and for that reason, it is in the best interest of the City that the same be put up for sale and sold to the vendor offering the highest prices after providing the required public notice.

WHEREAS, the potential vendors will be allowed sufficient time to inspect the scrap metal prior to the sale.

WHEREAS, it shall be the responsibility of the successful vendor to have scrap metal removed from City property and weighed wherein the total sale amount can be determined. Payment by the successful vendor for the scrap metal will be accepted in the form of check or wire transfer.

WHEREAS, the City reserves the right to reject any and all scrap metal prices.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE BEACH AS FOLLOWS:

Section 1. Quarterly throughout the year, the City of Jacksonville Beach and Beaches Energy Services are authorized to offer the sale of scrap metal, and sell it to the vendor offering the highest scrap metal prices after providing the required public notice.

Section 2. All the scrap metal shall be sold in an as is, where is condition without warranty.

Section 3. This resolution shall take effect upon its passage and publication as required by law.

AUTHENTICATED this ___ day of_____, A.D., 2014.

_____
William C. Latham, MAYOR

_____
Judy Bullock, CITY CLERK