

**Minutes of Regular City Council Meeting
Held Monday July 18, 2005 at 7:00 P.M.
In the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida.**



Call to Order

The meeting was called to order by Mayor Fland Sharp.

Opening Ceremony

Invocation was by Council member Knight; Salute to the Flag.

Roll Call

Mayor: Fland Sharp

Council members: Lee Buck (*absent*) Penny Christian Rick Knight
Dick Matthews Martha Ann Sibley Linda Spence

Also present were City Manager George Forbes, City Attorney Stephen Stratford, City Clerk Heidi Reagan and Assistant City Clerk Judy Bullock.

Approval of Minutes

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, and passed, to approve the minutes of the following meeting, as presented:

Regular Meeting held July 5, 2005

Courtesy of Floor to Visitors

No one came forward to address the Council.

Mayor "a"

Certificate of Appreciation – William S. "Bill" Wilson

Mayor Sharp read the certificate in its entirety and presented it to Mr. Wilson for his service on the Planning Commission.

Mr. Wilson expressed his appreciation for the opportunity to serve the community.

City Manager "a"

Monthly Financial Reports for June 2005

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, and passed, to accept the monthly financial reports for June 2005.

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**City Manager “b”
Budget Workshop Schedule**

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, and passed, to approve the Council Budget Workshop Schedule (copy on file).

**City Manager “c”
Contract for Third Party Administration Services for Workers Compensation Claims**

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, to authorize the Mayor and City Manager to execute an agreement for Third Party Administration Services for Workers Compensation Claims with Integrated Administrators, effective October 1, 2005.

Discussion: Mr. Forbes explained that Requests for Proposals were issued for third party administration services for our self-insured workers compensation program. Since 1995, the city has contracted with Johns Eastern and over the years, the costs have steadily increased. Following review of the nine proposals received, the choice was narrowed to Johns Eastern or Integrated Administrators. So far this year (seven months), Johns Eastern has charged \$25,456 and Integrated Administrators is proposing a minimum flat fee of \$25,000 per year (all-inclusive – except attorney fees). Mr. Forbes advised that switching to Integrated Administrators would be to the City’s advantage.

Roll call vote: Ayes – Christian, Knight, Matthews, Sibley, Spence and Mayor Sharp.

Motion carried unanimously.

**City Manager “d”
Approval of Selection of an Auditor**

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, to authorize *Purvis Gray & Company* to conduct audit services for a period of three years with an option to renew for two additional years upon the approval of the City Manager.

Discussion: Mr. Forbes advised that state laws define how the City issues a request for proposal for audit services. Therefore, RFP #07-405 for Audit Services for a three-year period with an option to renew for two years was issued and two responses were received. Due to Purvis Gray’s experience with governmental and electric utility, the Audit Selection Committee is recommending that Purvis Gray be retained to perform audit services for the City.

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Roll call vote: Ayes – Knight, Matthews, Sibley, Spence, Christian and Mayor Sharp.

Motion carried unanimously.

City Manager “e”

Approval of Guidance Pathway Systems, Inc. as a Sole Source Supplier of Downtown Information and Directional Signs

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, for approval of *Guidance Pathway Systems, Inc.* as the sole source supplier of new or replacement downtown information and directional signs and repair parts.

Discussion: Mr. Forbes advised that *Guidance Pathway Systems, Inc.* was awarded an RFP to design and construct the City’s downtown information signs several years ago. Monies are budgeted each year for repairs/replacement of the signs. By approving *Guidance Pathway Systems, Inc.* as the sole source supplier, the City is assured that new or replacement signs are designed and manufactured in a consistent manner.

Roll call vote: Ayes – Matthews, Sibley, Spence, Christian, Knight and Mayor Sharp.

Motion carried unanimously.

City Manager “f”

Approval of Municipal Comprehensive Emergency Management Plan

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, to adopt the 2005 Municipal Comprehensive Emergency Management Plan and authorize future updates to be made as needed with the approval of the City Manager.

Roll call vote: Ayes – Sibley, Spence, Christian, Knight, Matthews and Mayor Sharp.

Motion carried unanimously.

City Manager “g”

Award of RFP for Remittance Processor

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, to award the request for proposal for the purchase of a remittance processor to *Creditron, Inc.* - (\$92,465.00).

Discussion: Mr. Forbes explained that the remittance processor currently in use is five years old and is now requiring continual maintenance. He added, for the record, that the equipment recommended for purchase is not the lowest priced, but is the lowest price and best equipment.

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Roll call vote: Ayes – Spence, Christian, Knight, Matthews, Sibley and Mayor Sharp.

Motion carried unanimously.

**City Manager “h”
Recommendation on Awarding Bids:**

Bid No. 0405-12 - Distribution Transformers

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, to award Bid No. 0405-12 to the lowest bidders meeting specifications as recommended in the Council Memorandum dated July 6, 2005, “Distribution Transformers – 12 Months Requirements.”

Discussion: Mr. Forbes stated, for the record, that the bid was being awarded to the company offering the lowest evaluated price (based on losses); not just to the lowest bidder.

Roll call vote: Ayes – Christian, Knight, Matthews, Sibley, Spence and Mayor Sharp.

Motion carried unanimously.

Bid No. 0405-15 - Purchase of 100 Watt, 250 Watt and 400 Watt Pressure Sodium Luminaires – 12 Months Requirements

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, to award Bid No. 0405-15 for High Pressure Sodium Luminaires to the low bidder, *Tri-State Utility Products, Inc.*, for Bid Items No. 1 and No. 3; and *G.E. Supply, Inc.* for Bid Item No. 2 for a period of 12 months.

Roll call vote: Ayes – Knight, Matthews, Sibley, Spence, Christian and Mayor Sharp.

Motion carried unanimously.

Bid No. 0405-19 - Chlorine and Sulfur Dioxide – 12 Months Requirements

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, to award Bid No. 0405-19 to the low bidders by Bid Item Number as identified in this memorandum titled: “*Chlorine and Sulfur Dioxide – 12 Months Requirements*”, dated July 6, 2005.

Discussion: Mr. Forbes advised that chemicals are for use at the Wastewater Treatment Plant and the Water Plant. He went on to explain that you must use chlorine to remove bacteria from the wastewater, but then sulfur dioxide must be added to remove the chlorine before releasing the water into the Intracoastal Waterway.

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Roll call vote: Ayes – Matthews, Sibley, Spence, Christian, Knight and Mayor Sharp.

Motion carried unanimously.

ORDINANCES:

ORDINANCE NO. 2005-7905– FIRST READING

Mayor Sharp requested that the City Clerk read Ordinance No. 2005-7905 on its first reading by title; whereupon Ms. Reagan read the following:

“AN ORDINANCE TO AMEND SECTION 32-73, ARTICLE III, CHAPTER 32 OF THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AND TO ESTABLISH AN EFFECTIVE DATE.”

Motion: It was moved by Ms. Spence, seconded by Ms. Sibley, to adopt Ordinance No. 2005-7905, as read by title on its first reading.

Discussion: Mr. Forbes explained that currently the rate schedule for the many types of streetlights (i.e. private, governmental authorities and incorporated cities) and their associated rental fees are established by ordinance; this ordinance would allow future additions and deletions to the rate schedule to be accomplished by resolution instead of changing the law (ordinance) each time. Utilizing the resolution process, will facilitate the city’s ability to respond to customers’ requests in a timely manner.

Roll call vote: Ayes – Sibley, Spence, Christian, Knight, Matthews, and Mayor Sharp.

Motion carried unanimously.

Adjournment

There being no further business coming before the Council, Mayor Sharp adjourned the meeting at 7:15 P.M.

/s/Judy L. Bullock
Judy L. Bullock
ASSISTANT CITY CLERK

Council Approval: /s/Fland O. Sharp, Mayor

Date: August 1, 2005