



MINUTES
WORKSHOP CITY COUNCIL MEETING
JUNE 21, 2004, AT 6:00 P.M.
CITY HALL, 116 FIRST STREET
NEPTUNE BEACH, FLORIDA

Pursuant to proper notice a Workshop Meeting of the City Council of the City of Neptune Beach was held June 21, 2004 at 6:00 p.m., in the Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida.

Attendance:

IN ATTENDANCE:

Mayor Richard A. Brown
Vice Mayor James Gilbert
Councilor Harriet Pruette
Councilor John Weldon
City Manager Jim Jarboe
City Clerk Lisa Volpe, CMC

ABSENT:

Councilor Larry Shealy
City Attorney Christopher White

STAFF:

Public Safety Director William Brandt
Director of Community Development Jason Cleghorn
Director of Finance Steve Ramsey
Director of Public Services Leon Smith
Deputy City Clerk Karla Strait, CMC

Call to Order/Roll Call

Mayor Brown called the meeting to order at 6:00 p.m.

PRESENTATIONS

TECHNOLOGY EVALUATION AND STRATEGIC TECHNOLOGY DIRECTION INFORMATION

PLAN: City Manager Jarboe stated one of the issues from the Goal Setting Meeting was to determine necessary steps to upgrade the city's technology system. His office contacted the Florida League of Cities and requested assistance in conducting a Technology Evaluation. Mr. Frank Hagy, CPM, Chief Information Officer for Florida League of Cities was prepared to present a report on the findings.

Mr. Hagy explained the League began its work by gathering City data, spending time on-site interviewing various employees and talking with current software vendors and providers. The League recommended that the City upgrade the technology infrastructure including the network transport system, upgrade the desktop environment, and replace the current enterprise software package.

The following were specific recommendations:

- Priority 1: Separate NT Server from ISERIES (AS/400)
- Priority 2: Establish a Standard Architecture
- Priority 3: Replace Obsolete PC's (12)
- Priority 4: Replace the Current Enterprise Software Package (H.T.E.)
- Priority 5: Connect to the Public Works Complex
- Priority 6: Imaging

City Manager Jarboe stated according to the report the purchase of new hardware and software would save the city approximately \$160,000 over a 10 year period. He added the Florida League of Cities was non-bias and they were not trying to sell a product.

Councilor Weldon asked City Manager Jarboe if Council action was needed at this time. City Manager Jarboe replied the funds for the technology update were included in the fiscal year Capital Improvement Plan and would be approved by Council when the 2004-2005 budget was approved.

COMMITTEE REPORTS / NONE

CITY MANAGERS ACTION LIST

City Manager Jarboe asked Council if they had any questions regarding his Action List. He advised one of the projects currently underway was the videotaping and cleaning of the storm water sewers. A copy of the videotape was on file in his office for anyone to view.

Vice Mayor Gilbert asked if the pump behind Beaches Chapel had been installed. City Manager Jarboe replied there were no recent problems with flooding in the area. He would like to find out from the televising what work would be needed before the installation.

Councilor Weldon questioned if the grant software purchased for \$4,000 was an asset. Community Development Director Jason Cleghorn responded the software worked fine but many of the available grants were not for a city of our size. City Manager Jarboe stated having no low-income areas precluded obtaining grants.

Councilor Pruette asked when the repaving would begin. City Manager Jarboe replied he wanted to make sure the First Street drainage problem was complete before repaving to avoid having to cut the street up again. He estimated the repaving would begin toward the end of July and once they started it would only take about 2 or 3 weeks to complete.

Councilor Weldon asked if the A1A landscaping would be funded through the Better Jacksonville Plan. City Manager Jarboe replied once the landscape design was approved by the City of Jacksonville it would be funded through the Better Jacksonville Plan.

Councilor Weldon asked about the concrete wall that was to be built around the lift station on Third Street and Florida Boulevard. City Manager Jarboe explained at the present time it was extremely difficult to get the materials for a concrete wall. The contractor was still waiting for material to complete the wall around the new Public Works Complex.

For the Record Councilor Weldon stated for the record he did not want to drop the idea of adequately screening the lift station at the corner of Florida Boulevard and A1A in Jarboe Park.

City Clerk Lisa Volpe stated the Regular Council Meeting for July fell on July 5th, which was a holiday, and City Hall would be closed. She asked the Council if they would prefer to reschedule the meeting for Tuesday July 6th or Monday July 12th. She added Community Director Jason Cleghorn had completed Group 3 of the Land Development Regulations and a meeting needed to be scheduled.

City Manager Jarboe added he would like to have a Labor Strategy Meeting before the Workshop Meeting on July 19, 2004 at 6:00 p.m.

Consensus: **TO HOLD THE REGULAR MEETING TUESDAY JULY 6, 2004 AT 7:00 P.M. AND THE LABOR STRATEGY MEETING JULY 12, 2004 AT 6:00 P.M AND THE LAND DEVELOPMENT MEETING JULY 12, AT 6:30 P.M.**

PUBLIC COMMENTS / NONE

PROPOSED ORDINANCES

Ord. No. 2004-08

ORDINANCE NO. 2004-08 – REGULATION OF FIREWORKS: AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA AMENDING THE EXISTING CHAPTER 14 OFFENSES; BY CREATING A NEW SECTION 14-9, "REGULATION OF FIREWORKS;" SETTING FORTH REGULATIONS FOR THE POSSESSION OF FIREWORKS; PROVIDING PENALTIES; PROVIDING FOR CONFLICTING ORDINANCES; SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Councilor Pruette stated the word "sales" was left out of the title and the body of the Ordinance. She requested a friendly amendment to add the word "sales." City Clerk Volpe stated the title could not be changed but it could be added to the body of the Ordinance.

Consensus: **TO INCLUDE THE WORD "SALE" IN THE BODY OF THE ORDINANCE.**

Councilor Weldon questioned the intent of the Ordinance and if it would prevent people from using fireworks on their property. Chief Brandt replied the objective and intent of the Ordinance was to prevent all fireworks other than city sponsored events. It would prevent people from using fireworks on their property.

Consensus: **FORWARD TO THE SPECIAL MEETING FOLLOWING THIS WORKSHOP TO TAKE ACTION.**

CONTRACTS / AGREEMENTS / NONE

ISSUE DEVELOPMENT

Voice Stress
Analysis

REQUEST FOR PUBLIC SAFETY TO EXPEND \$10,800 FOR A VOICE ANALYZER FROM THE FORFEITURE FUND: Chief Brandt explained the voice analyzer was a tool used to find out if people were lying or telling the truth. He added one of the officers had professional training on the operation of the device.

Consensus: **FORWARD TO THE JULY REGULAR CITY COUNCIL MEETING.**

Recess/Reconvene

Mayor Brown called a recess at 7:23 p.m. and reconvened the meeting at 7:36 p.m.

Budget 2004-2005

CAPITAL IMPROVEMENT PLAN AND ENTERPRISE FUNDS: City Manager Jarboe

explained this was the portion of the budget that included the Enterprise Funds and the Capital Improvement Plan. The format for the Capital Improvement Plan included items over \$15,000 for Council to consider throughout the upcoming 5-year period.

Director of Finance Steve Ramsey reported the water & sewer rate increase of 3.04% approved last year would be effective October 1, 2004. He projected a 4.6% increase in the overall Water & Sewer Revenue.

Mr. Ramsey reported the following Proposed Budget for Year Ending September 30, 2005.

Account	2005 Budget Request	% Increase (Decrease)
General & Administrative	\$ 337,204	6.92%
Sewer Services	\$ 906,155	9.51%
Water Services	\$ 740,190	3.10%
Interfund Transfers	\$ 69,727	3.49%
Stormwater Utility Fund	\$ 247,061	25.36 %

Capital Impr.

CAPITAL IMPROVEMENTS OVER \$15,000 FISCAL YEAR 2005

Department	Capital Asset Requested	Total
Wastewater Department		
	Rehab of Wet Wells / Manholes	\$ 25,000
	Lift Station Pumps	\$ 17,000
	Fencing	\$ 30,000
	Rebuild Fletcher Lift Station	\$ 30,000
	Touchread Meter Replacement	<u>\$ 20,000</u>
	Total	\$122,000
Water Department		
	Truck	\$ 22,000
	Front Gate for Water Plant	\$ 25,000
	Touchread Meter Replacement	<u>\$ 20,000</u>
	Total	\$ 67,000
Stormwater Department		
	Head Wall (Neptune Lake)	<u>\$ 24,000</u>

Total **\$ 24,000**

CAPITAL IMPROVEMENTS UNDER \$15,000 FISCAL YEAR 2005

Water Department	(2) Electric Pumps	\$ 12,000
	Double Diaphragm Pump	\$ 10,000
	Rewire Electric Panel	\$ 10,000
	Horizontal Boring Machine	\$ 3,600
	Water Pipe Locator	\$ 3,500
	Water Tapping Machine	<u>\$ 2,200</u>

Total **\$ 41,300**

Sewer Department	(2) Effluent Pump Motors	\$ 14,500
	Surveillance Equipment	<u>\$ 14,000</u>

Total **\$ 28,500**

Storm Water	Fail Motor for Menzi Muck	<u>\$ 14,500</u>
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Total **\$ 14,500**

TOTAL COMBINED CAPITAL IMPROVEMENTS 2005

Water Department \$108,300

Sewer Department \$150,500

Storm Water \$ 38,500

Total Combined Capital Improvements Fiscal Year 2005 **\$297,300**

Technology

TECHNOLOGY UPDATE FOR ALL DEPARTMENTS FISCAL YEAR 2005

(12) Personal Computers \$ 15,370

Software Purchases \$ 50,000

Conversion & Training \$ 48,000

Hardware Cost \$ 10,000

Software Maintenance \$ 10,000

Total Technology Update Fiscal Year 2005 **\$133,370**

Adjournment

There being no further business, the meeting adjourned at 8:05 p.m.

Richard A. Brown, Mayor

Attest:

Lisa Volpe, CMC, City Clerk

Approved: _____