

**Minutes of City Council Briefing
Monday, February 13, 2023 – 5:30 P.M.
City Council Conference Room, 1st Floor
11 North 3rd Street, Jacksonville Beach, FL**



The Council Briefing began at 5:30 P.M.

The following City Council Members were in attendance:

Mayor: Christine Hoffman

Council Members:	Sandy Golding	Bill Horn	Dan Janson
	Fernando Meza	Cory Nichols	Greg Sutton

Also present were City Manager Mike Staffopoulos, Director of Human Resources Kimberlee Bennett, City Attorney Sandra Robinson, City Clerk Sheri Gosselin, Assistant to the City Manager Molly Alleger and Director of Parks and Recreation Jason Phitides.

Purpose of Briefing

The purpose of the Briefing was to update the Council members about ongoing items in the City.

City Manager

City Manager's Annual Performance Evaluation

Director of Human Resources Kimberlee Bennett explained City Manager Mike Staffopoulos was approaching his four-year employment anniversary. In accordance with his employment agreement, the City Council is required to review his performance at least once a year.

A conversation ensued regarding his performance and upcoming goals for Mr. Staffopoulos. It was the consensus of the Council to rate his performance as excellent, suggesting a 3% pay increase be placed on the agenda for the February 21, 2023, City Council meeting for formal consideration.

Legislative Policies Manual

City Attorney Sandy Robinson reviewed a revised version of the Legislative Policies Manual (LPM). A conversation ensued regarding clarifications and suggested revisions. It was the consensus of the Council for Ms. Robinson to finalize the LPM and present it at a future City Council meeting for formal adoption.

Speaker Cards

City Clerk Sheri Gosselin and Ms. Robinson reviewed the proposed revisions to the current Council and Board Speaker Cards being used. A conversation ensued regarding the suggested edits. It was the consensus of the Council to have one universal speaker card and for the discussed edits to be made.

Proposed Amendments to the Special Events Policy

Assistant to the City Manager Molly Alleger proposed the three amendments of the newly revised Special Events Policy be tabled until decisions have been made about the future use and design of Latham Plaza. It was the consensus of the Council to move forward with the completed portion of the policy and revisit the three remaining topics of the Special Events Policy in 12 – 24 months.

Miscellaneous City Manager's Items

Ms. Alleger explained to the Council the dates for the FinFest event and the Super Girl Surf Contest (both two-day events) fall within the timeframe included in the Special Events Policy, allowing single-day events. In 2022, the Council made an exception for both events since an

oversight of staff was made during the permitting process. Staff asked the Council for another exception to hold both events this year within the same time period. A conversation ensued, and the consensus of the Council was for staff to add this topic to an agenda for an upcoming City Council meeting for formal consideration.

Director of Parks and Recreation Jason Phitides asked for Council consideration to change the open position title of Golf Course General Manager to Head Golf Professional to assist with attracting quality applicants. It was the consensus of the Council to change the position title.

Mr. Staffopoulos stated the City plans to use recently acquired funds from the SLG settlement to replace the AV (audio/video) equipment in the Council Chambers. It was the consensus of the Council to move forward with the process of replacing the equipment.

Mr. Staffopoulos discussed possibly creating a parallel ordinance for consideration regarding height limits. He explained an ordinance would be created just for the City-owned Latham Plaza Parking Lot, allowing it to go to 55 feet, without all the conditions. The City would control the design elements (setbacks, outdoor dining, rooftop amenities, dedication of right of way, etc.) through the RFP process. Mr. Staffopoulos explained if approved, the first reading would be on the agenda for the Council meeting held on March 6, 2023, with a second reading on March 20, 2023. If approved by the Council, it would fit within the guidelines of the Supervisor of Elections for the May 16, 2023 ballot. A conversation ensued, and it was the consensus of the Council for staff to move forward with the ordinances.

Community Assignment Report

Council Member Janson asked about the City joining the National League of Cities and stated he would be responsible for representing the City as a member. It was the consensus of the Council to join the organization.

Miscellaneous Topics

Mayor Hoffman mentioned an email received to tour the new Springhill Suites. She stated the tour would occur before the Downtown Business Owner meeting on February 21, 2023. Ms. Hoffman invited the Council to attend the Downtown Business Owner meeting which would be held at the pier. She stated Pier Manager Curt Dewitt would be speaking at the meeting to explain some of the upcoming changes at the pier. A conversation ensued regarding the operational procedures for the current company operating the pier. Mr. Staffopoulos responded he would request a copy of the current City of Jacksonville (COJ) Pier contract and distribute it to the Council.

Council Member Golding asked for input about the tour of City Hall given to Florida State Representative Kiyan Michael by Mayor Hoffman and Mr. Staffopoulos. Mayor Hoffman stated there was no agenda for the tour. A brief tour of the building was given, and a brief overview of the operations of the City was provided.

Council Member Nichols suggested Mr. Phitides contact COJ District 5 Council Member LeAnna Cumber for assistance with researching possible funding options from Washington, DC, regarding the Urban Trails project.

Future Briefing Topics

N/A

The Briefing adjourned at 7:01 P.M.

Submitted by: Jodilynn Byrd
Deputy City Clerk

Approved: 

Christine H. Hoffman, MAYOR

Date: _____

2/23/23