

ORDINANCE NO. 93-02

AN ORDINANCE OF THE COUNTY OF ST. JOHNS, STATE OF FLORIDA ESTABLISHING A MERITORIOUS SERVICE AWARDS PROGRAM, INCLUDING EXTRA COMPENSATION FOR EMPLOYEES OF THE COUNTY AND OF THE CONSTITUTIONAL COUNTY OFFICERS; AUTHORIZING FUNDING FOR OTHER EMPLOYEE BENEFITS; AUTHORIZING FUNDING FOR TOKENS OF RECOGNITION FOR MEMBERS OF COUNTY BOARDS AND COMMITTEES; PROVIDING LEGISLATIVE FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is a matter of legislative judgment of the County Commission whether to expend County funds for a meritorious service awards program. AG 83-5; AG 86-87; Section 125.01(1)(bb), F.S. (1992); and

WHEREAS, it is generally recognized that employees are more productive when superior work performance is rewarded; and

WHEREAS, the incentive awards program established by this ordinance will benefit the County by improving the morale of employees and encouraging work effort exceeding the standards of job performance necessary to retain employment; and

WHEREAS, employee benefits, such as a recreation program, including picnics and athletic activities, serve to improve cohesiveness in working relationships between employees and promote employee morale; and

WHEREAS, the vending machines located on County premises are primarily used by County employees, and the lease revenue from the vending machines is a reasonable sum to contribute to the recreation program; and

WHEREAS, members of County boards should be recognized for satisfactory service by tokens such as plaques and certificates; and

WHEREAS, the expenditures authorized by this Ordinance serve a valid public purpose, namely to improve productivity and work performance, and such purpose will be furthered by implementation of this ordinance.

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA:

Section 1. The County Administrator is authorized to establish and implement a lump-sum bonus payment program for County employees who propose procedures or ideas which result in reducing expenditures or increasing revenues. No award granted this program shall exceed the greater of \$2,000 or 10%

of the first year's actual savings or actual revenue increased, whichever is less. All rewards will be reviewed by the Board of County Commissioners before granted.

Section 2. The County Administrator is authorized to establish and implement a lump-sum bonus payment program for County employees who, by their superior accomplishments, make exceptional contributions to the efficiency, economy, or other improvement in the operation of the County. No award granted under this program shall exceed \$1,000.00.

Section 3. The lump-sum bonus payment programs established under Section 1 and 2 shall be subject to the following requirements:

a) Savings bonds or other items in lieu of cash may be awarded, provided the cost of each item does not exceed the dollar limit fixed under Section 1 or 2, whichever is applicable.

b) A lump-sum bonus payment shall not be included in an employee's regular base rate of pay and shall not be carried forward in subsequent years.

c) A lump-sum bonus payment shall only be given to outstanding employees whose performance substantially or consistently exceeds standards.

d) The annual total of lump-sum bonus payments awarded shall be within the limits of the annual budget in the appropriate account.

Section 4. The County Administrator is authorized to incur expenditures to award suitable framed certificates, pins, watches, charms, or other tokens of recognition to employees whose service has been meritorious. The County Administrator may delegate the authority to incur such expenditures to Department Heads.

Section 5. The County Administrator is authorized to incur expenditures to award suitable framed certificates, pins, or other tokens of recognition to employees who have achieved increments of five continuous years of satisfactory service. The County Administrator may delegate the authority to incur such expenditures to Department Heads.

Section 6. The County Administrator is authorized to obtain suitable framed certificates, plaques or other tokens of recognition to award to any member of a County board or committee whose service has been satisfactory, upon expiration of such board or committee member's final term in such position.

Section 7. The meritorious service awards programs authorized under Sections 1 through 5, inclusive, of this ordinance are authorized to be established and implemented by the

County Administrator for the employees of each Constitutional County Officer who requests the County Administrator to establish and implement any such programs. In order to accomplish the purposes and objectives and to carry out the intent of this Section and Sections 4, 5 and 6, the County Administrator is authorized to expend funds in an amount not to exceed the amount approved by the Board of County Commissioners in the annual budget for these purposes.

Section 8. The County Administrator is authorized to establish and implement a recreation program for employees of the County and Constitutional County Officers. Pursuant to the recreation program, the Clerk of Courts is authorized to make expenditures from general funds of the County for the recreation program. The total expenditure shall not exceed the amount of lease revenue received from the vending machines located on County premises. County funds shall not be used to pay for alcoholic beverages.

Section 9. If a not-for-profit entity is established by County employees to promote a recreation program for County employees, the Clerk of Courts is authorized to transfer the funds specified in Section 8 to the entity. Such entity shall keep records of its income and expenses satisfactory to the Clerk of Courts and the records shall be subject to annual audit by the County or its representative. Such transfer should be made quarterly beginning with the date of legal organization of the entity.

Section 10. This ordinance shall take effect immediately upon receipt of official acknowledgement from the Office of the Secretary of State to the Clerk of the Board of County Commissioners of St. Johns County, Florida, that same has been filed.

PASSED AND ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA this 12th day of January, 1993.

BOARD OF COUNTY COMMISSIONERS  
OF ST. JOHNS COUNTY, FLORIDA

By: Lincoln Babawaga  
Chairman

ATTEST: CARL "BUD" MARKEL, CLERK

By: [Signature]  
Deputy Clerk

Effective Date: January 26, 1993

# The St. Augustine Record

PUBLISHED EVERY AFTERNOON MONDAY THROUGH FRIDAY, SATURDAY AND SUNDAY MORNING  
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

STATE OF FLORIDA,  
COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared \_\_\_\_\_

SHERRY R. FREE \_\_\_\_\_ who on oath says that she is

ACCOUNTING CLERK \_\_\_\_\_ of the St. Augustine Record, a

daily newspaper published at St. Augustine in St. Johns County, Florida: that

the attached copy of advertisement, being a \_\_\_\_\_

NOTICE \_\_\_\_\_

\_\_\_\_\_ in the matter of \_\_\_\_\_

MEETING ON JANUARY 18, 1993 \_\_\_\_\_

\_\_\_\_\_ in the \_\_\_\_\_ Court,

was published in said newspaper in the issues of \_\_\_\_\_

December 18, 1992 \_\_\_\_\_

Affiant further says that the St. Augustine Record is a newspaper published at St. Augustine, in said St. Johns County, Florida, and that the said newspaper has heretofore been continuously published in said St. Johns County, Florida, each day and has been entered as second class mail matter at the post office in the City of St. Augustine, in said St. Johns County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing the advertisement for publication in the said newspaper.

Sworn to and subscribed before me *Sherry R. Free*  
Zoe Ann Johns

this 18th day of December

A.D. 19 92

*Zoe Ann Johns*  
Notary Public  
8/22/93

NOTICE OF INTENT TO CONSIDER ENACTMENT OF ORDINANCE  
NOTICE IS HEREBY GIVEN that the Board of County Commissioners of St. Johns County, Florida, at its regular meeting on Tuesday, January 12, 1993 at 2:30 p.m. in the County Auditorium, at the County Administration Building, 4020 Lewis Speedway (County Road 16-A) and U.S. #1 North, St. Augustine, Florida, will hold a public hearing to consider the passage of the following ordinance:  
AN ORDINANCE OF THE COUNTY OF ST. JOHNS, STATE OF FLORIDA ESTABLISHING A MERITORIOUS SERVICE AWARDS PROGRAM, INCLUDING EXTRA COMPENSATION FOR EMPLOYEES OF THE COUNTY AND OF THE CONSTITUTIONAL COUNTY OFFICERS; AUTHORIZING FUNDING FOR OTHER EMPLOYEE BENEFITS; AUTHORIZING FUNDING FOR TOKENS OF RECOGNITION FOR MEMBERS OF COUNTY BOARDS AND COMMITTEES; PROVIDING LEGISLATURE FINDINGS; AND PROVIDING AN EFFECTIVE DATE.  
The proposed Ordinance is on file in the office of the Clerk of the Circuit Court, St. Johns County, Florida, St. Johns County Administration Building, Lewis Speedway, and may be examined by parties interested prior to said public hearing.  
All parties having any interest in said Ordinance will be afforded an opportunity to be heard at the public hearing.  
If a person decides to appeal any decision made with respect to any matter considered at the meeting or hearing, he/she will need a record of the proceedings, and for such purposes he/she 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.  
Notice to all hearing impaired persons: anyone planning to attend this meeting and needs the services of an interpreter, please contact David Halstead, ADA Coordinator, at (904) 823-2509 at least 5 days prior to the date of this hearing.  
BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA  
CARL "BUD" MARKEL  
ITS CLERK  
By Yvonne Carter,  
Deputy Clerk  
L564 Dec. 18, 1992