City of Atlantic Beach

Final Agenda

Regular City Commission Meeting

Monday, September 25, 2023 - 6:30 p.m.
Commission Chamber
City Hall, 800 Seminole Road
Atlantic Beach, FL 32233

INVOCATION AND PLEDGE TO THE FLAG
CALL TO ORDER

Page(s)

1. APPROVAL OF MINUTES

* 1.A. Approve minutes of the Special Called meeting held on May 15, 2023. 5 - 8
5-15-23 Special Called Meeting of the City Commission Draft Minutes

2. COURTESY OF FLOOR TO VISITORS

PUBLIC COMMENT

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (Oct. - Dec. 2023) 9 - 12
90-Day Calendar (Oct. - Dec. 2023)

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

6. CONSENT AGENDA

None.

7. COMMITTEE REPORTS

None.

8. ACTION ON RESOLUTIONS

8.A. **RESOLUTION NO. 23-40** 13 - 15
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE PURCHASE OF 150 USER LICENSES OF MICROSOFT OFFICE 365 GCC (GOVERNMENT COMMUNITY CLOUD) FROM SHI INTERNATIONAL CORP. AT A PRICE OF $38,982 WITH FUNDS ALLOCATED IN THE FISCAL YEAR 2022-23 BUDGET (ACCOUNT NO. 001 1011 516 65 02);

AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.
Resolution No. 23-40

8.B. **RESOLUTION NO. 23-43** 17 - 18
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING RENEWAL OF ALL LIABILITY INSURANCES AND WORKERS' COMPENSATION INSURANCE WITH PREFERRED GOVERNMENTAL INSURANCE TRUST FOR FISCAL YEAR 2023-24; AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.
Resolution No. 23-43

8.C. **RESOLUTION NO. 23-44** 19 - 26
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, ADOPTING THE 2024-2033 10-YEAR CAPITAL IMPROVEMENT PLANS (EXHIBIT A) FOR THE PUBLIC WORKS DEPARTMENT AND THE PUBLIC UTILITIES DEPARTMENT; AND PROVIDING AN EFFECTIVE DATE.
Link to Exhibit A
Resolution No. 23-44

8.D. **RESOLUTION NO. 23-41, Public Hearing on Adoption of Resolution No. 23-41 for the Millage Rate** 27 - 30
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA LEVYING THE AD VALOREM PROPERTY TAX MILLAGE RATE FOR MUNICIPAL PURPOSES ON ALL TAXABLE PROPERTY WITHIN THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; STATING THE PERCENTAGE BY WHICH THE MILLAGE TO BE LEVIED EXCEEDS THE ROLLED-BACK RATE; AND PROVIDING AN EFFECTIVE DATE.
Resolution No. 23-41

9. ACTION ON ORDINANCES

9.A. **ORDINANCE NO. 20-23-168, Public Hearing and Final Reading on adoption of Ordinance No. 20-23-168, establishing the Operating Budget for Fiscal Year 2023/2024** 31 - 34
AN ORDINANCE ADOPTING THE FINAL BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024.
Link to FY 2023-24 Proposed Budget
Ordinance No. 20-23-168

9.B. **ORDINANCE NO. 20-23-169, Public Hearing and Final Reading** 35 - 39
AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND

ENDING SEPTEMBER 30, 2023, FOR APPROPRIATING FUNDS ASSOCIATED WITH THE JUSTICE ASSISTANCE GRANT COUNTYWIDE (JAGC) FOR A CITY OF ATLANTIC BEACH COMMUNITY SECURITY PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.
Ordinance No. 20-23-169

10. MISCELLANEOUS BUSINESS

None.

11. CITY ATTORNEY/CITY CLERK REPORTS AND/OR REQUESTS

12. CLOSING COMMENTS BY CITY COMMISSIONERS AND CITY MANAGER

13. ADJOURNMENT

This meeting will be live-streamed and videotaped. The video recording will be posted within four business days on the City's website. To access live or recorded videos, click on the Meeting Videos tab on the city's home page at www.coab.us.

If any person decides to appeal any decision made by the City Commission with respect to any matter considered at any meeting, such person may need a record of the proceedings, and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record shall include the testimony and evidence upon which the appeal is to be based.

Any person wishing to speak to the City Commission on any matter at this meeting should submit a request to the City Clerk prior to the meeting. For your convenience, forms for this purpose are available at the entrance to the Commission Chamber.

Every effort is made to indicate what action the City Commission is expected to take on each agenda item. However, the City Commission may act upon any agenda subject, regardless of how the matter is stated on the agenda.

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) 247-5821 or at City Hall, 800 Seminole Road, Atlantic Beach, FL 32233, no later than 5:00 PM on the Thursday prior to the meeting.

MINUTES
Special Called Meeting of the City Commission
Monday, May 15, 2023 - 6:30 PM
Commission Chamber

INVOCATION AND PLEDGE TO THE FLAG
CALL TO ORDER

Following the Pledge of Allegiance, Mayor Ford called the meeting to order at 6:30 PM. CC Bartle called the roll.

ATTENDANCE:

Present:
Curtis Ford, Mayor
Bruce Bole, Commissioner - Seat 2 (District 1308)
Michael Waters, Commissioner - Seat 3 (District 1307)
Candace Kelly, Commissioner - Seat 4 (District 1306)
Jessica Ring, Commissioner - Seat 5 (District 1312)

Also Present:
Joe Gerrity, Interim City Manager (CM)
Jason Gabriel, City Attorney (CA)
Donna Bartle, City Clerk (CC)
Ladayija Nichols, Deputy City Clerk (DCC)
Kevin Hogencamp, Deputy City Manager (DCM)

1. CONSIDERATION OF CITY MANAGER CANDIDATE, PAUL ANDREW "ANDY" STEWART

A. Recruitment Update (Mayor Ford)

Mayor Ford provided an update as detailed in the agenda packet.

B. Public Comments

Stephen Fouraker expressed his opinions about the CM candidate.

Linda Lanier provided her input on the CM search.

Holly Waters expressed concerns regarding the CM search process.

Mitchell Reeves explained the reasoning for Commissioner Ring's tardiness. He provided his opinion on the CM search.

Nancy Staatz inquired about the residency requirements and other aspects of the CM job that would make a candidate back out. She expressed concerns about the CM Search.

DRAFT

Jim Wheatley provided input regarding the CM search.

Brinkley Harrell spoke about the process of the CM search.

Amy Rose thanked CM Gerrity for making the applications available for viewing in person. She provided her opinions on the CM search.

Jackie Beckenbach expressed that the decision to find a CM is an important one.

Mayor Ford clarified that the candidate has a finance degree and a Master's in Public Administration.

(*Commissioner Ring arrived at 7:09 p.m.*)

C. Recess

At 7:10 p.m.
Reconvened at 7:20 p.m.

D. Discussion

Commissioner Bole expressed support for the CM candidate.

Commissioner Kelly spoke about the aspects of the CM candidate that she appreciates and expressed that the Commission move forward with making a decision.

Commissioner Ring expressed concerns about rushing the process, emphasized wanting to be sure that the Commission makes a good decision and expressed that the Commission should look at other candidates.

Commissioner Waters expressed support for the CM candidate.

Mayor Ford expressed not being in favor of choosing the CM candidate, that he would recommend declining this candidate and recommended reopening the job post.

Round 2

Commissioner Ring provided further comments discussing concerns regarding the candidate's short notice of leave to his previous job.

Commissioner Bole spoke to Commissioner Ring's comments regarding short notice of leave. He mentioned that he felt the candidate could grow into the job and that the City is lucky that he has applied.

Commissioner Kelly indicated that the candidate is able to handle a variety of issues.

DRAFT

Commissioner Ring pointed out that the City of Oakland is performing a second round of interviews with the CM candidate. She expressed that she is not saying no but rather, suggesting that the process is slowed down.

Commissioner Waters expressed that this decision is one that should be a unanimous decision. He expressed that he is willing to give the decision more time.

Mayor Ford communicated that he felt the City could do better. He suggested that the job posting be reopened if the vote does not carry.

E. Commission Action and Next Steps

MOTION: Approve Paul Andrew Stewart for the position of City Manager and negotiate a contract.

Motion: Bruce Bole
Second: Candace Kelly

Commissioner Ring expressed that she would like to cast the net out again and change some of the requirements and the job description.

Curtis Ford	***Against***
Bruce Bole (Moved By)	***For***
Michael Waters	***Against***
Candace Kelly (Seconded By)	***For***
Jessica Ring	***Against***

Motion failed 2 to 3.

Mayor Ford discussed what's next. He inquired about seeking a national search firm and expressed concern for the cost of doing so.

Commissioner Bole mentioned that CM candidates are networking and are informed of when a position becomes available. He expressed concerns about placing a lot of requirements on the job description and advised that this could be a factor that decreases the number of qualified candidates.

Commissioner Kelly expressed concern for hiring a search firm and suggested that the search be completed by someone who knows the needs of COAB and the state of Florida.

Commissioner Ring expressed being in favor of hiring a national search firm. She advised narrowing down the budget experience to at least thirty million.

Commissioner Waters expressed being against hiring a search firm and the need for meeting a potential candidate in person.

DRAFT

Mayor Ford recommended reaching out to multiple firms to get an idea of the cost. He also suggested a thirty day or at least a two week pause to allow for further discussion. He suggested that there be a consensus to direct CM Gerrity to make some outreach to search firms and create a list of different firms.

CM Gerrity opined that it will cost at least twenty-five to fifty thousand dollars to hire a search firm and that the candidate would need to be considered for a hotel stay of two to three nights. He encouraged taking another look at the current applications. Mayor Ford clarified that he would like to get quotes on how much a search firm would cost.

There was a ***CONSENSUS*** to have CM Gerrity check into search firms.

Mayor Ford inquired if there was an interest in providing an offer to CM Gerrity. Mayor Ford indicated that CM Gerrity has already given an answer of no however, Mayor Ford expressed that he would still like to provide an offer. Commissioner Ring said yes. Commissioners Bole, Kelly and Waters agreed that they would respect CM Gerrity's wishes to decline the job.

2. ADJOURNMENT

The meeting adjourned at 8:07 p.m.

Attest:

_____ _____

Donna L. Bartle, City Clerk Curtis Ford, Mayor

Date Approved:_____

DRAFT

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: 90-Day Calendar for the Mayor and Commission

SUBMITTED BY: Yvonne Calverley, Executive Assistant to the City Manager yc

TODAY'S DATE: September 13, 2023

MEETING DATE: September 25, 2023

BACKGROUND: The 90-day calendar is included on the agenda for the purpose of setting meeting dates and determining the location, time and whether to videotape special meetings and workshops. The rolling 90-day calendar will be revised after receiving input from City staff and the Commission, and will be included in each agenda for consideration.

NOTES:
1) A Town Hall Meeting is scheduled at 10 am on Saturday, Oct. 14, in the Jordan Park Community Center.

BUDGET: None

RECOMMENDATION: Approve the 90-Day Calendar for October – December 2023

ATTACHMENT: 1) Mayor and Commission 90-Day Calendar (October – December 2023)

DEPTY
REVIEWED BY CITY MANAGER: Kevin Hogan

MAYOR AND COMMISSION

October 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Farmers Market 10 am – 2 pm (Russell Park) Songwriters 6 pm (Bull Park)	2	3	4	5 ESC Speaker Series 6 pm	6	7
8 Farmers Market 10 am – 2 pm (Russell Park)	9 Commission Mtg 6:30 pm (Invoc-Ford)	10 CARAC 6 pm	11 ESC Tree Subcommittee 5:15 pm ESC Meeting 6 pm	12	13	14 Town Hall Meeting (Jordan Park) 10 am to Noon
15 Farmers Market 10 am – 2 pm (Russell Park)	16	17 Community Development Board Meeting 6 pm	18 ESC Outreach Subcommittee Meeting 4:45 pm	19 STOP Committee Meeting 6 pm	20	21 Sea and Sky Air Show (Jax Beach)
22 Farmers Market 10 am – 2 pm (Russell Park) Sea and Sky Air Show (Jax Beach)	23 Commission Mtg 6:30 pm (Invoc-Bole)	24	25 Charter Review Committee 6 pm	26 ESC Sustainability & Resiliency Subcommittee Meeting 9 am	27	28 Family Fun Day 10 am (Jack Russell)
29	30	31 Haunts and Treats 6-8 pm (City Hall Parking Lot/Public Safety)				

MAYOR AND COMMISSION

November 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2 Special Magistrate Hearing 2 pm ESC Speaker Series 6 pm	3	4 Jazz Festival 3 – 8 pm Johansen Park
5 Farmers Market (Russell Park) 10 am - 2 pm Songwriters Concert (Bull Park) 6-8 pm	6	7	8 ESC Tree Subcommittee 5:15 pm ESC Meeting 6 pm	9 Pension Board 6:30 pm	10 **City Offices Closed**	11 Veterans Day Event 9-11 am Veterans Memorial Park
12 Farmers Market (Russell Park) 10 am - 2 pm	13 Commission Mtg 6:30 pm (Invoc – Waters)	14 ARCC Mtg 6 pm	15 ESC Outreach Subcommittee 4:45 pm	16 Sustainability & Resiliency Meeting - Noon STOP Committee 6 pm	17	18
19 Farmers Market (Russell Park) 10 am - 2 pm	20	21 Community Development Board Mtg 6 pm	22	23 **City Offices Closed**	24 **City Offices Closed**	25
26 Farmers Market (Russell Park) 10 am - 2 pm	27 Commission Mtg 6:30 pm (Invoc – Kelly)	28	29	30 Artisans' Faire 5 – 8 pm Adele Grage		

MAYOR AND COMMISSION

December 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2 Holiday Celebration & Tree Lighting 4 to 8 pm (Town Center)
3 Farmers Market 10 am – 2 pm	4	5	6	7 Environmental Speaker Series 6 pm (Chamber)	8	9
10 Farmers Market 10 am – 2 pm	11 Commission Meeting 6:30 pm (Invoc-Ring)	12 ARCC Meeting 6 pm	13 Tree Subcommittee Mtg 5:15 pm Environmental Committee 6 pm	14	15	16
17 Farmers Market 10 am – 2 pm Songwriters Concert 6 – 8 pm	18	19 CDBG Meeting 6 pm	20 Environmental Outreach Mtg 4:45 pm	21 STOP Committee 6 pm	22	23 Toy Drive 10 am (Baker Center)
24	25 **City Offices Closed**	26 **City Offices Closed**	27	28 Sustainability and Resiliency Subcommittee 9am	29	30
31						

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 23-40 authorizing the City to purchase 150 licenses of Microsoft Office GCC from SHI International Corp. at a price of $38,982 with funds allocated in the Fiscal Year 2022-23 budget.

SUBMITTED BY: Ronald Bautista, Director of Information Technology

TODAY'S DATE: September 14, 2023

MEETING DATE: September 25, 2023

BACKGROUND: The City's licenses for Microsoft Office Suite 2013 expire this year. The City has some – while far from enough – licenses for the 2016 version. Meanwhile, the City has the option to purchase 150 licenses for Office 2021 at a total cost of $65,998, or $439.99 per license. However, these licenses will expire in three years and will not receive any customer support, thereafter. Meanwhile:

- Microsoft has announced that it will not release another standalone version of Office after the 2021 edition.
- Microsoft Office 365 GCC (Government Communications Cloud) provides an encrypted email cloud server, the latest Office software, and security updates.
- Transitioning to Microsoft Office 365 GCC ensures that the Police Department complies with the Florida Department of Law Enforcement (FDLE) requirements.
- Utilizing SHI International Corp's. Sourcewell technical catalog solution cooperative purchasing contract, Microsoft Office 365 GCC would cost $38,982. Cooperative purchasing is conducted on behalf of multiple pubic procurement units.

Transitioning to Microsoft Office 365 GCC saves money, enhances productivity and collaboration, and increases security. Funding for email technology infrastructure and software is budgeted annually, and this project is adequately funded in the Fiscal Year 2022-23 budget.

BUDGET: $38,982 from Account No. 001 1011 516 65 02.

RECOMMENDATION: Commission approve Resolution No. 23-40 authorizing the City to purchase 150 licenses of Microsoft Office GCC from SHI International Corp. at a price of $38,982 with funds allocated in the Fiscal Year 2022-23 budget.

ATTACHMENT(S): SHI International Corp. quote

DEPUTY
REVIEWED BY CITY MANAGER: Kevin Hogan
A

RESOLUTION NO. 23-40

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE PURCHASE OF 150 USER LICENSES OF MICROSOFT OFFICE 365 GCC (GOVERNMENT COMMUNITY CLOUD) FROM SHI INTERNATIONAL CORP. AT A PRICE OF $38,982 WITH FUNDS ALLOCATED IN THE FISCAL YEAR 2022-23 BUDGET (ACCOUNT NO. 001 1011 516 65 02); AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City desires to upgrade its email server and software solution by utilizing Microsoft Office 365 GCC (Government Community Cloud); and

WHEREAS, Microsoft Office 365 GCC provides an encrypted email cloud server, the latest Office software, and security updates; and

WHEREAS, transitioning to Microsoft Office 365 GCC ensures that the Police Department complies with the Florida Department of Law Enforcement (FDLE) requirements; and

WHEREAS, utilizing SHI International Corp's. Sourcewell technical catalog solution cooperative purchasing contract, the purchase of 150 licenses of Microsoft Office 365 GCC from SHI International Corp. would cost $38,982.

NOW THEREFORE, be it resolved by the City Commission of the City of Atlantic Beach as follows:

SECTION 1. The City Commission hereby authorizes the City to purchase 150 licenses of Microsoft Office GCC from SHI International Corp. at a price of $38,982, utilizing funds allocated in the Fiscal Year 2022-23 budget (Account No. 001 1011 516 65 02).

SECTION 2. The City Commission hereby authorizes the City Manager to execute contracts and purchase orders in accordance with and as necessary to effectuate the provisions of this resolution.

SECTION 3. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Commission of the City of Atlantic Beach, this 25th day of September, 2023.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

Pricing Proposal
Quotation #: 23128760
Created On: 2/22/2023
Valid Until: 9/30/2023

FL-City of Atlantic Beach

Ron Bautista
800 SEMINOLE RD.
ATTN: ACCOUNTS PAYABLE
ATLANTIC BEACH, FL 32233
United States
Phone: (904) 247-5856
Fax:
Email: rbautista@coab.us

Inside Account Executive

Ken Stelmack
290 Davidson Ave
Somerset, NJ 08873
Phone: 732-507-1542
Fax: 732-564-8224
Email: Ken_Stelmack@SHI.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	Office 365 E3GCC User Microsoft - Part#: AAA-11650 Contract Name: Sourcewell- Technology Catalog Solutions Contract #: 081419-SHI	150	$259.88	$38,982.00
			Shipping	$0.00
			Total	$38,982.00

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 23-43 approving renewal of all liability insurances and workers compensation insurance with Preferred Governmental Insurance Trust for Fiscal Year 2023-24.

SUBMITTED BY: Cathy Varian, Director of Human Resources

TODAY'S DATE: September 14, 2023

MEETING DATE: September 25, 2023

BACKGROUND: Gallagher, our insurance broker, has received a renewal proposal from Preferred Governmental Insurance Trust-PGIT (incumbent carrier for Property/Crime/General Liability/Law Enforcement Liability/Public Officials & Employment Practices Liability/Auto, and Workers Compensation) for all lines of coverage handled by the Trust. Flood and Pollution, which do not renew until Nov. 1, have not yet been received. A 10% increase is anticipated and budgeted for those coverages.

We anticipated a tough renewal process, due mainly to increased property values, an appraisal done this year on all of our buildings and equipment and an overall tightening of the market. In addition, we had increases in our payroll, number of volunteers, and insured property values in several categories. We also had a larger-than-normal experience mod for workers' compensation insurance. We a 50% increase and came in at 33%.

The City would like to move forward with PGIT for all lines. A summary of the key PGIT advantages are as follows:

- The City has enjoyed a great working relationship with PGIT claims and loss control resources.
- Satisfactory Workers' Compensation insurance administration.
- PGIT program now provides $1,000,000 of Deadly Weapons Protection including sub-limits of coverage for Crisis Management, Counseling Services, Funeral Expenses.

BUDGET: This represents a 33% increase ($239,518.18) in premiums from last year (excluding flood and pollution) and a 17% increase in what was initially budgeted for this year's premiums (excluding flood insurance premiums).

RECOMMENDATION: Approve Resolution No. 23-43 approving renewal of all liability insurances and workers' compensation insurance with Preferred Governmental Insurance Trust for Fiscal Year 2023-24.

ATTACHMENT: Resolution No. 23-43

REVIEWED BY CITY MANAGER: Deputy 

RESOLUTION NO. 23-43

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING RENEWAL OF ALL LIABILITY INSURANCES AND WORKERS' COMPENSATION INSURANCE WITH PREFERRED GOVERNMENTAL INSURANCE TRUST FOR FISCAL YEAR 2023-24; AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Atlantic Beach currently has a contract in place with the Preferred Governmental Insurance Trust (PGIT) for general liability and workers' compensation insurances; and

WHEREAS, the City's insurance broker, Gallagher (formerly Harden and Associates), received a satisfactory renewal proposal from PGIT; and

WHEREAS, the option provided by PGIT for all lines is preferable to the City for several reasons, including the rate quotes, the positive on-going working relationship, the fact that PGIT provides full prior acts coverage for Public Officials and Employment Practices Liability coverage and the PGIT program now provides $1,000,000 of Deadly Weapons Protection including sub-limits of coverage for Crisis Management, Counseling Services and Funeral Expenses; and

WHEREAS, this option represents a 33% increase ($239,518.18) in premiums from the expiring policies (excluding flood insurance, which is pending and expected to increase 10% for a total premium of about $15,180); and

WHEREAS, this is predominantly based on the fact that our buildings and equipment were overwhelmingly undervalued, as evidenced by the results of an appraisal done earlier this year.

NOW THEREFORE, be it resolved by the City Commission of the City of Atlantic Beach as follows:

SECTION 1. The City Commission hereby approves renewal of all lines of liability insurances and workers' compensation insurance with Preferred Governmental Insurance Trust.

SECTION 2. The City Commission hereby authorizes the City Manager to execute and contracts and purchase orders in accordance with and as necessary to effectuate the provisions of this resolution.

SECTION 3. This Resolution shall take effective immediately upon its passage and adoption.

PASSED AND ADOPTED by the City of Atlantic Beach, this 25th day of September, 2023.

_____
Curtis Ford, Mayor

Attest:

Approved as to form and correctness:

_____
Donna L. Bartle, City Clerk

_____
Jason Gabriel, City Attorney

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 23-44 adopting the 2024-2033 10-Year Capital Improvement Plans (Exhibit A) for the Public Works Department and Public Utilities Department

SUBMITTED BY: Kevin Hogencamp, Deputy City Manager

TODAY'S DATE: September 15, 2023

MEETING DATE: September 25, 2023

BACKGROUND: Based on the anticipated needs of the City, the Public Works Department and Public Utilities Department update their of forecast capital project needs over a 10-year period. These capital needs are utilized to update their respective Capital Improvements Plans.

The capital projects included in these plans are based on City Commission-approved plans such as the Parks Master Plan and 2018 Stormwater Management Plan Update. Other projects are included based on City Commission priorities and projects that have been identified as a need through studies, equipment life expectancy and/or recommendations by City staff and the City Commission.

City staff updates the Capital Improvement Plans annually for presentation to the Commission for adoption. Capital projects included in the plans for Fiscal Year 2023-24 are included in the draft Fiscal Year 2023-24 budget. Projects included in subsequent years are generally not currently funded, unless associated with grant funding, and will be budgeted in subsequent years.

The 10-year Capital Improvements Plans, which are a key tools for assisting staff with long-range planning and budgeting, are updated based on anticipated funding availability and new project and priorities that may arise. Implementation of projects listed in the Capital Improvement Plan is subject to budget appropriation.

BUDGET: NA

RECOMMENDATION: Adopt Resolution No. 23-44 adopting the 2024-2033 10-Year Capital Improvement Plans (Exhibit A) for the Public Works Department and Public Utilities Department.

ATTACHMENTS: Resolution No. 23-44
Link to Exhibit A

REVIEWED BY CITY MANAGER: Deputy Kevin Hogencamp

RESOLUTION NO. 23-44

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, ADOPTING THE 2024-2033 10-YEAR CAPITAL IMPROVEMENT PLANS (EXHIBIT A) FOR THE PUBLIC WORKS DEPARTMENT AND THE PUBLIC UTILITIES DEPARTMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, City staff has updated the 10-year Capital Improvement Plans (Exhibit A) for the Public Works Department and the Public Utilities Department which defines the Public Works and Public Utilities capital projects proposed to be undertaken by the City over the ensuing 10 year period; and

WHEREAS, on September 25, 2023, the 2024-2033 Capital Improvement Plans (Exhibit A) for the Public Works Department and the Public Utilities Department were presented to the City Commission for review and prioritization.

NOW THEREFORE, be it resolved by the City Commission of the City of Atlantic Beach as follows:

Section 1. The above recitals are true and correct, and are incorporated herein.

Section 2. The Atlantic Beach City Commission hereby adopts Resolution No. 23-44 adopting the 2024-2033 10-Year Capital Improvement Plans (Exhibit A) for the Public Works Department and Public Utilities Department.as the City's list of capital projects proposed to be undertaken with the understanding that implementation of any project listed in the Capital Improvement Plans is subject to budget appropriation.

Section 3. This Resolution is shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City of Atlantic Beach, this 25th day of September, 2023.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

RESOLUTION NO. 23-44 EXHIBIT A

Draft - 09-14-23

Public Works Department - 10 Year Schedule of Capital Improvements - 2024 through 2033

Includes Projects Identified in the 2018 SWMP, 2030 Parks MP, 2021 Connectivity Plan & 2021 Adaptation Plan

PROJECT DESCRIPTION	Project #	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	TOTAL	
PARKS & BEACH ACCESSES													
Park Maintenance & Miscellaneous													
Landscaping - Beach Accesses		$ 10,000 GF										$ 10,000	PW Staff
Landscaping - General		$ 6,000 GF										$ 6,000	PW Staff
Landscaping - Parks		$ 7,000 GF										$ 7,000	PW Staff
Garage Shed w/ Concrete Floor at PW Yard		$ 20,000 GF										$ 20,000	PW Staff
4X4 Landscape Truck - Replaces 2003 F-450		$ 40,000 GF										$ 40,000	PW Staff
Kubota Tractor (25% from PU Sewer Fund)		$ 46,000 GF										$ 46,000	PW Staff
Beach Accesses													
Reconstruct 16th St Walkover			$ 600,000 CPF									$ 600,000	PW Staff
Dune Walkover Maintenance & Repair (various)		$ 222,180 CPF										$ 222,180	2030 Parks MP
New Walkovers, Locations TBD				$ 140,000 BJP		$ 140,000 BJP		$ 140,000 BJP		$ 140,000 BJP		$ 560,000	PW Staff
Landscaping Improvements (Various)			$ 25,000 BJP	$ 25,000 BJP								$ 50,000	2030 Parks MP
Remove Landscaping that Hides Public Property		$ 10,000 GF										$ 10,000	2030 Parks MP
Aquatic Dog Park													
Littoral Planting		$ 5,000 GF										$ 5,000	2030 Parks MP
Bulkhead in Pond			$ 50,000 BJP									$ 50,000	2030 Parks MP
Fountain Replacement (carryover)		$ 5,200 GF										$ 5,200	2030 Parks MP
Mural on western edge of park					$ 10,000 BJP							$ 10,000	2030 Parks MP
Walking Trail & Obstacle Course												$ -	2030 Parks MP
Ball Park													
East Coast, Ocean & 7th Safety Improvements					$ 25,000 BJP							$ 25,000	2030 Parks MP
7th - Relocate Curb for On-Street Parking Improvements			$ 100,000 BJP									$ 100,000	2030 Parks MP
Remove Berms, bike racks, etc		$ 5,000 GF										$ 5,000	2030 Parks MP
Tennis Court Rehab			$ 100,000 BJP									$ 100,000	PW Staff
Coppner Park													
LED Lighting @ Baseball Field						$ 25,000 BJP						$ 25,000	PW Staff
Splash Pad (carryover)		$ 607,500 CPF										$ 607,500	2030 Parks MP
Bike Safety Course							$ 85,000 BJP					$ 85,000	2030 Parks MP
Path Along Perimeter				$ 100,000 BJP								$ 100,000	2030 Parks MP
Improve Dudley St Entrance			$ 15,000 BJP									$ 15,000	2030 Parks MP
Bike Repair Station		$ 3,500 GF										$ 3,500	PW Staff
8X10 Shed for Baker Center		$ 15,000 GF										$ 15,000	2030 Parks MP
Pickleball Court Expansion		$ 90,000 GF										$ 90,000	
Misc. - Bottle Station, Murals, Landscaping		$ 10,000 BJP										$ 10,000	2030 Parks MP
Dutton Island													
N Fishing Pier Rehab - Deck & Rail Replacement		$ 200,000 CPF										$ 200,000	PW Staff
Dutton Island Rd Drainage Improvements (FY23 Carryover)	AR2212	$ 70,000 SW										$ 70,000	PW Staff
Bat Boxes			$ 3,000 GF									$ 3,000	2030 Parks MP
Overlook Seating & Shade			$ 5,000 BJP									$ 5,000	2030 Parks MP
Replace/Rehab Causeway Bridge			$ 700,000 BJP									$ 700,000	PW Staff
Dead Tree Removal		$ 20,000 GF		$ 20,000 GF			$ 20,000 GF					$ 60,000	PW Staff
Trailhead Wayfinding				$ 15,000 BJP								$ 15,000	2030 Parks MP
Improve/Add Interpretive Signage along Trails					$ 20,000 BJP							$ 20,000	2030 Parks MP
Bike Racks @ Entrance & Fishing Piers			$ 2,000 BJP									$ 2,000	2030 Parks MP
Recycle Bins, Butt & Fishing Line Receptacles		$ 1,500 GF										$ 1,500	2030 Parks MP
Dog Friendly Amenities - waste bags, fountain, etc.			$ 3,500 BJP									$ 3,500	2030 Parks MP
Trash Bins @ Trail Entrances			$ 2,500 BJP									$ 2,500	2030 Parks MP
Install Trail/Surface Edging				$ 20,000 BJP								$ 20,000	2030 Parks MP
Stabilize Trail Surface in Wet Areas					$ 15,000 BJP							$ 15,000	2030 Parks MP
Restrooms Skylights			$ 4,000 BJP									$ 4,000	2030 Parks MP
Fairways Villa Park													
Sign & Entrance Feature			$ 3,000 BJP									$ 3,000	2030 Parks MP
Xeriscaping				$ 10,000 BJP								$ 10,000	2030 Parks MP
Maxwell Park													

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Public Works Department - 10 Year Schedule of Capital Improvements - 2024 through 2033

Includes Projects Identified in the 2018 SWMP, 2030 Parks MP, 2021 Connectivity Plan & 2021 Adaptation Plan

PROJECT DESCRIPTION	Project #	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	TOTAL	
Turtle Pond Bridge Replacement			$ 30,000 BJP									$ 30,000	PW Staff
Lift Station Landscaping		$ 1,000 GF										$ 1,000	2030 Parks MP
ADA Parking Space @ Palm Ave		$ 5,000 GF										$ 5,000	2030 Parks MP
Creek Restoration Pilot Project (FY23 Carryover)	AR2211	$ 50,000 SW										$ 50,000	PW Staff
Update Educational Signage						$ 2,500 BJP						$ 2,500	2030 Parks MP
Install Gazebo for Special Events							$ 15,000 BJP					$ 15,000	2030 Parks MP
Wayfinding Signage					$ 3,000 BJP							$ 3,000	2030 Parks MP
Pervious Pavement - Russell Park to Bull Park					$ [illegible] BJP							$ 10,000	2030 Parks MP
Johansen Park													
Refurbish Memorial Planter			$ 4,000 BJP									$ 4,000	2030 Parks MP
Public Art @ South End				$ 20,000 BJP								$ 20,000	2030 Parks MP
Entrance Sign - Saturiba Dr			$ 2,000 BJP									$ 2,000	2030 Parks MP
Signage & Path Park Terrace Fart Entrance			$ 5,000 BJP									$ 5,000	2030 Parks MP
3,000' Pervious Trail along Drainage Swale					$ 120,000 BJP							$ 120,000	2030 Parks MP
New Bridges						$ 12,000 BJP						$ 12,000	PW Staff
Wayfinding & Educational Signage				$ 10,000 BJP								$ 10,000	2030 Parks MP
Dog Waste Bag Stations			$ 2,000 BJP									$ 2,000	2030 Parks MP
Picnic Tables/Benches, Trash Cans			$ 7,000 BJP									$ 7,000	2030 Parks MP
Butterfly Garden						$ 30,000 BJP						$ 30,000	2030 Parks MP
Native Plant Planting			$ 7,500 BJP	$ 7,500 BJP								$ 15,000	2030 Parks MP
Educational Signage for Trees/Plants				$ 8,000 BJP								$ 8,000	2030 Parks MP
Bat Boxes			$ 1,000 BJP									$ 1,000	2030 Parks MP
Bike Racks - Seminole Rd		$ 1,800 GF										$ 1,800	2030 Parks MP
Jordan Park													
Angled parking on N. Side of Park				$ 30,000 BJP								$ 30,000	2030 Parks MP
Parallel Parking along Jordan St			$ 60,000 BJP									$ 60,000	2030 Parks MP
Install/Improve Lighting				$ 100,000 BJP								$ 100,000	2030 Parks MP
Walking Path along Perimeter				$ 150,000 BJP								$ 150,000	2030 Parks MP
Stage for Events						$ 50,000 BJP						$ 50,000	Commission Priority
Multiuse Path through Park					$ 50,000 BJP							$ 50,000	2030 Parks MP
Exercise Equipment					$ 30,000 BJP							$ 30,000	2030 Parks MP
Bike Racks						$ 3,000 BJP						$ 3,000	2030 Parks MP
Jordan St Entrance Enhancements			$ 15,000 BJP									$ [illegible]	2030 Parks MP
Marvin Gardens													
Signage, Fencing, etc					$ 5,000 BJP							$ 5,000	2030 Parks MP
Upgrade Play Equipment			$ 30,000 BJP									$ 30,000	2030 Parks MP
Riverbranch Preserve													
Educational Signage @ W. 6th St			$ 6,000 BJP									$ 6,000	2030 Parks MP
Update Kayak Route Signage			$ 5,000 BJP									$ 5,000	2030 Parks MP
Rose Park													
Benches		$ 2,000 GF										$ 2,000	PW Staff
Playground Equipment			$ 60,000 BJP									$ 60,000	PW Staff
Field Lighting (if neighbors not opposed)				$ 70,000 BJP								$ 70,000	PW Staff
Bat Boxes					$ 1,000 BJP							$ 1,000	2030 Parks MP
Dog Washing Station		$ 1,000 GF										$ 1,000	2030 Parks MP
Public Art				$ 20,000 BJP								$ 20,000	2030 Parks MP
Russell Park													
Refurbish Skateboard Park (Minor followed by Major)			$ 120,000 BJP									$ 120,000	PW Staff
Repurpose One Racquetball Court & Exercise Equipment (Carryover)					$ 100,000 BJP							$ 100,000	2030 Parks MP
New Baseball Field Lighting (3 fields)				$ 65,000 BJP	$ 65,000 BJP							$ 130,000	PW Staff
Install Community Garden				$ 15,000 BJP								$ 15,000	2030 Parks MP
New Play Set				$ 180,000 BJP								$ 180,000	PW Staff
Rain Gardens & Bioswale along Ditch					$ 45,000 BJP							$ 45,000	2030 Parks MP
Widen Sidewalks along Plaza to 8'				$ 50,000 BJP								$ 50,000	2030 Parks MP
Bike Repair Station		$ 3,500 GF										$ 3,500	2030 Parks MP

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Public Works Department - 10 Year Schedule of Capital Improvements - 2024 through 2033

Includes Projects Identified in the 2018 SWMP, 2030 Parks MP, 2021 Connectivity Plan & 2021 Adaptation Plan

PROJECT DESCRIPTION	Project #	2024		2025		2026		2027		2028		2029		2030		2031		2032		2033		TOTAL	
Low-Light, Low-Level Lighting along Paths										$ 90,000	BJP											$ 90,000	2030 Parks MP
Tideviews Park																							
New Decking & Handrail Sunset Pier		[illegible]	CPF																			$ 200,000	PW Staff
Bat Boxes								$ 3,000	BJP													$ 3,000	2030 Parks MP
Walkway Restoration		$ 10,000	CPF	$ 10,000	BJP	$ 10,000	BJP	$ 10,000	BJP	$ 10,000	BJP	$ 10,000	BJP	$ 200,000	BJP							$ 260,000	PW Staff
Kayak Launch Replacement				$ 40,000	BJP																	$ 40,000	PW Staff
Signage at Kayak Launches Showing Trails						$ 10,000	BJP															$ 10,000	2030 Parks MP
Connection to Atlantic Blvd								$ 15,000	BJP													$ 15,000	2030 Parks MP
Bike Racks		$ 3,000	GF																			$ 3,000	2030 Parks MP
Seating/Shade at Each Entrance								$ 30,000	BJP													$ 30,000	2030 Parks MP
Pervious Walking Path around Pond						$ 50,000	BJP															$ 50,000	2030 Parks MP
Wayfinding Signage @ Trailheads						$ 10,000	BJP															$ 10,000	2030 Parks MP
Add/Maintain Interpretive Signage						$ 5,000	BJP															$ 5,000	2030 Parks MP
Fishing Line Recycling Bin				$ 1,500	BJP																	$ 1,500	2030 Parks MP
Entrance Sign on Camella St								$ 2,000	BJP													$ 2,000	2030 Parks MP
ADA Access to Sunset Pier				$ 15,000	BJP																	$ 15,000	2030 Parks MP
Path from Camella to Drainage Pond Path								$ 30,000	BJP													$ 30,000	2030 Parks MP
Veteran's Park																							
Wrap Electrical Box w/ US Flag or Similar		$ 3,000	GF																			$ 3,000	2030 Parks MP
Shade Trees for Visitors		$ 5,000	TF																			$ 5,000	2030 Parks MP
Grade Lawn to Slope - Emulate Stadium														$ 50,000	BJP							$ 50,000	2030 Parks MP
Bushes/Fencing around Substation		$ 3,000	GF																			$ 3,000	2030 Parks MP
Signage for Parking Areas						$ 5,000	BJP															$ 5,000	2030 Parks MP
Pavilion & Grill				$ 30,000	BJP																	$ 30,000	2030 Parks MP
Interpretive Signage about Park						$ 5,000	BJP															$ 5,000	2030 Parks MP
Bike Racks @ Entrance				$ 3,000	BJP																	$ 3,000	2030 Parks MP
Park Signs @ Mayport Rd Entrance						$ 2,000	BJP															$ 2,000	2030 Parks MP
Walters Park																							
Turf Block Parking																$ 50,000	GF	$ 50,000	GF			$ 100,000	2030 Parks MP
ROADS & STREETS																							
Street Maintenance - Milling and Paving		$ 550,000	CPF	$ 550,000	CPF	$ 550,000	CPF	$ 550,000	CPF	$ 550,000	CPF	$ 550,000	CPF	$ 550,000	CPF	$ 550,000	CPF	$ 550,000	CPF	$ 550,000	CPF	$ 5,500,000	PW Staff
Sidewalks - Throughout City as needed		$ 125,000	CPF	$ 125,000	BJP	$ 125,000	BJP	$ 125,000	BJP	$ 125,000	BJP	$ 125,000	BJP	$ 125,000	BJP	$ 125,000	BJP	$ 125,000	GF	$ 125,000	GF	$ 1,250,000	PW Staff
Levy Road - Multiuse Path ($609,000 carryover)	PW2308	$ 609,000	CPF																			$ 609,000	PW Staff
Two New Beach Showers		$ 10,000	GF																			$ 10,000	PW Staff
ROW Parking Pads w/ Turfblock		$ 50,000	GF																			$ 50,000	PW Staff
Thermoplastic Crosswalks - Throughout City				$ 50,000	GF																	$ 50,000	PW Staff
Landscape Replacement - Atlantic Blvd & Mayport Rd		$ 15,000	GF																			$ 15,000	PW Staff
Landscape Replacement - Police Department		$ 5,000	GF																			$ 5,000	PW Staff
Landscape Replacement - Atlantic Blvd Median		$ 17,000	GF																			$ 17,000	PW Staff
Landscaping - General		$ 7,000	GF																			$ 7,000	PW Staff
Royal Palms - Replace broken curbs and gutters throughout				$ 500,000	BJP	$ 500,000	BJP															$ 1,000,000	PW Staff
																						$	
CONNECTIVITY PLAN																							
Sturdivant - Seminole to East Coast - 8' Multiuse Path + Bike				$ 550,000	CPF																	$ 550,000	2021 Connectivity Plan
Sandpiper - 5' Path						$ 90,000	BJP															$ 90,000	2021 Connectivity Plan
Dutton Island Rd - Francis to Mayport - 8' Multiuse Path				$ 90,000	BJP																	$ 90,000	2021 Connectivity Plan
Dutton Island Rd - Mayport to Georgia - 8' Multiuse Path + 5' Sidewalk (COJ Side)						$ 216,000	CPF															$ 216,000	2021 Connectivity Plan
Dutton Island Rd - George St to Main St - 8' Multiuse Path						$ 272,000	BJP															$ 272,000	2021 Connectivity Plan
Sailfish Dr - 8' Multiuse Path						[illegible]	CPF															$ 330,000	2021 Connectivity Plan
W Plaza - North Side - 8' Multiuse Path								$ 32,000	BJP													$ 32,000	2021 Connectivity Plan
1st St W - Tide Views to Veterans Park - Sharrow								$ 400	BJP													$ 400	2021 Connectivity Plan
Orchid St - Rose to Tide View - 5' Path										$ 216,000	CPF											$ 216,000	2021 Connectivity Plan
Seminole Rd - Missing Link 8' Multiuse Path - Saturiba to Garden Ln (1,900 LF)												[illegible]	CPF									$ 430,000	2021 Connectivity Plan
Seminole Rd - Missing Link 8' Multiuse Path - 17th St to Saturiba (1,100 LF)								[illegible]	CPF													$ 250,000	2021 Connectivity Plan
Seaspray - Sailfish to AR Elementary - 8' Multiuse Path																$ 330,000	CPF					$ 330,000	2021 Connectivity Plan

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Public Works Department - 10 Year Schedule of Capital Improvements - 2024 through 2033

Includes Projects Identified in the 2018 SWMP, 2030 Parks MP, 2021 Connectivity Plan & 2021 Adaptation Plan

PROJECT DESCRIPTION	Project #	2024		2025		2026		2027		2028		2029		2030		2031		2032		2033		TOTAL	
																						$	
BUILDING MAINTENANCE & PW ADMINISTRATION																						$	
New A/C Units - Locations TBD		$ 15,000	GF																			$ 15,000	PW Staff
Public Works Building Rehabilitation - (carryover + $550K from Water & Sewer)		$ 1,500,000	CPF																			$ 1,500,000	PW Staff
PW Building - Replace all 8 Bay Doors (100% HLMP Grant Funded)		$ 194,000	GF																			$ 194,000	PW Staff
City Hall - Solar Panels						$ 75,000	GF															$ 75,000	PW Staff
Adele Grage - Outside Rehab		$ 10,000	BJP																			$ 10,000	PW Staff
Gall Baker Center - Expansion				$ 250,000	CPF																	$ 250,000	PW Staff
STORMWATER MANAGEMENT																						$	
Aquatic Gardens - Phase I (carryover + new $500,000 state appropriation)		$ 2,600,000	SW																			$ 2,600,000	SWMP - 2018
Easements		$ 5,000	SW	$ 5,000	SW	$ 5,000	SW	$ 5,000	SW	$ 5,000	SW	$ 5,000	SW	$ 5,000	SW	$ 5,000	SW					$ 40,000	SWMP - 2018
Aquatic Gardens - Gutlass Box Culvert/ Ditch Imp. Design (90% HMGP)		$ 82,000	SW		SW																	$ 82,000	SWMP - 2018
Aquatic Gardens - Gutlass Box Culvert/ Ditch Imp. Construction (90% HMGP + $1.0M Leg. Approp.)			SW	$ 2,500,000	SW																	$ 2,500,000	SWMP - 2018
Aquatic Gardens - Phase III - Ditch Widening Design & Construction						$ 1,500,000	CPF	$ 1,500,000	CPF			$ 2,500,000	BJP	$ 2,500,000	BJP							$ 8,000,000	SWMP - 2018
Sherman Creek Culvert Replacement - Seminole, Plaza, & 11th St						$ 1,200,000	SW															$ 1,200,000	SWMP - 2018
Howell Park & Sherman Creek - Dredging for Flow Restoration										$ 1,000,000	CPF	$ 1,000,000	CPF									$ 2,000,000	SWMP - 2018
9th/10th/11th/12th Streets - Phase I								$ 1,100,000	SW													$ 1,100,000	SWMP - 2018
1st, 2nd & 3rd St - Drainage System & Roadway Rehab										$ 2,000,000	CPF											$ 2,000,000	PW Staff
Ahern St - Drainage System & Roadway Rehab				$500,000	CPF																	$ 500,000	PW Staff
PW Yard - 4 Door Bay Garage Building		$ 240,000	BJP																			$ 240,000	PW Staff
Royal Palm CIP Storm Sewer Lining (carryover)		$ 40,000	SW																			$ 40,000	PW Staff
Baffle Boxes on Levy & Satsuma						$ 125,000	SW															$ 125,000	PW Staff
Dutton Island Drainage Improvements (carryover)		$ 70,000	SW																			$ 70,000	PW Staff
New Fountain at w 4th St Pond		$ 6,200	SW																			$ 6,200	PW Staff
West Side Ditch Clearing		$ 75,000	SW																			$ 75,000	PW Staff
Annual Drainage Ditch Maintenance Bid		$ 200,000	SW	$ 200,000	SW	$ 200,000	SW	$ 200,000	SW	$ 200,000	SW	$ 200,000	SW	$ 200,000	SW	$ 200,000	SW	$ 200,000	SW	$ 200,000	SW	$ 2,000,000	PW Staff
Sherman Creek Drainage Ditch Maintenance Bid		$ 200,000	SW																			$ 200,000	PW Staff
4th & 5th St - Drainage System & Roadway Rehab								$ 1,000,000	SW													$ 1,000,000	PW Staff
6th, 7th & 8th St - Drainage System & Roadway Rehab						$ 1,000,000	SW	$ 500,000	BJP													$ 1,500,000	PW Staff
Plaza East Coast to S-Way) - Drainage System, Curb & Roadway Rehab										$ 1,000,000	BJP											$ 1,000,000	PW Staff
9th/10th/11th/12th Streets - Phase II																$ 1,200,000	SW					$ 1,200,000	SWMP - 2018
Johansen Park - Culvert Replacement								$ 450,000	BJP													$ 450,000	SWMP - 2018
Stanley Rd Area - Enlarge Existing Storm Sewer (90% HMGP Funded)		$ 103,000	SW			$ 650,000	BJP															$ 753,000	SWMP - 2018
Mary St & Stewart St - Improvements (75% HMGP Funded)		$ 371,400	SW																			$ 371,400	SWMP - 2018
ADAPTATION & RESILIENCY																						$	
Critical Public Facilities - High Exposure Evaluation & Improvements				$ 80,000	CPF	$ 50,000	GF	$ 50,000	GF													$ 180,000	Adaptation Plan - 2021
Critical Public Facilities - Medium Exposure Evaluation				$ 25,000	GF																	$ 25,000	Adaptation Plan - 2021
Critical Public Facilities - Medium Exposure Improvements						$ 20,000	GF	$ 20,000	GF	$ 20,000	GF	$ 20,000	GF									$ 80,000	Adaptation Plan - 2021
50-Year Drainage Plan - Evaluate Major Drainageways & Projects				$ 100,000	GF																	$ 100,000	Adaptation Plan - 2021
25-Yr Plan for SLR Protection - West of Mayport Rd				$ 100,000	GF																	$ 100,000	Adaptation Plan - 2021
Vulnerable Roadway Segments - Protect from SLR								$ 1,000,000	GF	$ 1,000,000	GF	$ 1,500,000	SW	$ 1,500,000	BJP	$ 2,000,000	SW					$ 7,000,000	Adaptation Plan - 2021
		$ 8,781,780		$ 7,697,000		$ 8,060,500		$ 7,371,400		$ 6,478,500		$ 6,460,000		$ 5,270,000		$ 4,460,000		$ 1,065,000		$ 875,000		$ 56,514,180	

- Linked to PU CIP Project

General Fund - GF	$ 620,500	$ 278,000	$ 165,000	$ 1,070,000	$ 1,020,000	$ 40,000	$ -	$ 175,000	$ 175,000	$ 125,000	$ 3,668,500
Half Cent Sales tax - BJP	$ 260,000	$ 2,179,000	$ 2,769,500	$ 1,696,400	$ 1,487,500	$ 2,735,000	$ 4,515,000	$ -	$ 140,000	$ -	$ 15,782,400
Capital Project Fund - CPF	$ 4,023,680	$ 2,530,000	$ 2,596,000	$ 2,300,000	$ 3,766,000	$ 1,980,000	$ 550,000	$ 880,000	$ 550,000	$ 550,000	$ 19,725,680
Sanitation Fund - SF	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tree Fund - TF	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000
Stormwater Utility Fund - SW	$ 3,872,600	$ 2,705,000	$ 2,530,000	$ 2,305,000	$ 205,000	$ 1,705,000	$ 205,000	$ 3,405,000	$ 200,000	$ 200,000	$ 17,332,600

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Public Utilities Department - 10 Year Schedule of Capital Improvements - 2024 through 2033

Includes Projects Identified in the 2018 Stantec CIP, 2014 Potable Water MP, 2016 & 2021 Potable Water Model and 2021 Adaptation Plan

PROJECT DESCRIPTION	Project #	2024		2025		2026		2027		2028		2029		2030		2031		2032		2033		TOTAL	FUNDING SOURCE
POTABLE WATER - PRODUCTION																							
WTP #1 - Modernization - Construction (Carryover)	PU2110	$ 992,000	W																			$ 992,000	PU Staff
WTP #2 - Modernization - Design & Eng. (Carryover)	AR2201	$ 75,000	W																			$ 75,000	PU Staff
WTP #2 - Modernization - Additional Design Services as required		$ 40,000	W																			$ 40,000	PU Staff
WTP #2 - Modernization - Construction		$ 1,300,000	W																			$ 1,300,000	PU Staff
WTP #2 - Chlorine Gas Conversion		$ 40,000	W																			$ 40,000	PU Staff
WTP #1 - Hydropneumatic Tank (Carryover)		$ 100,000	W																			$ 100,000	PU Staff
WTP #1 - 1,500 Gallon Diesel Tank for Generator		$ 80,000	W																			$ 80,000	PU Staff
WTP #1 - GST Clean & Paint - Inside & Out		$ 250,000	W																			$ 250,000	PU Staff
WTP #2 - Eng Evaluation & Repair - Building Foundation		$ 100,000	W																			$ 100,000	PU Staff
WTP #2 - Demo Elevated Storage Tank						$ 200,000	W															$ 200,000	PU Staff
WTP #2 - New GST								$ 950,000	W													$ 950,000	PU Staff
WTP #2 - Video Log & Inspect Well No. 3 & Well No. 5				$ 150,000	W																	$ 150,000	PU Staff
WTP #3 - Modernization - Dsn, Eng & Construction						$ 150,000	W	$ 900,000	W													$ 1,050,000	PU Staff
WTP #3 - New Well and Pump Construction		$ 850,000	W																			$ 850,000	PU Staff
POTABLE WATER - DISTRIBUTION																							
5 Ton Dump Trailer - 6X12		$ 9,500	W																			$ 9,500	PU Staff
Service Line & Valve Replacements (various)		$ 100,000	W	$ 100,000	W	$ 100,000	W	$ 100,000	W	$ 100,000	W	$ 100,000	W	$ 100,000	W	$ 100,000	W	$ 100,000	W	$ 100,000	W	$ 1,000,000	PU Staff
Tie-in JEA 20" WM to existing @Renault & Sherry Dr				$ 120,000	W																	$ 120,000	2021 PW Model Update
Large Water Meter Replacement Program		$ 15,000	W	$ 15,000	W	$ 15,000	W	$ 15,000	W	$ 15,000	W	$ 15,000	W	$ 15,000	W	$ 15,000	W	$ 15,000	W	$ 15,000	W	$ 150,000	PU Staff
Construct 110 LF of 12" PVC WM along Mayport Rd (Carryover)	PU2101	$ 200,000	W																			$ 200,000	2021 PW Model Update
Cavalla - Install New Long Side Service Connections east end of Cavalla				$ 270,000	W																	$ 270,000	PU Staff
Replace Water Services on Seminole Rd from Atlantic Blvd to S-Way				$ 120,000	W																	$ 120,000	2021 PW Model Update
Replace Poly Water Services on Garden Lane & 300 Block of 20th St				$ 275,000	W																	$ 275,000	2021 PW Model Update
Construct 250 LF of 12" PVC WM - Mayport Rd @ A1A (Carryover)	PU2101	$ 197,100	W																			$ 197,100	2021 PW Model Update
Construct 1,800 LF of 12" PVC WM - Sherry Dr Phase II - Pioneer to NS Mayport (75% Reimb. DCIP)				$ 1,400,000	W																	$ 1,400,000	PU Staff
Construct 55 LF of 12" PVC WM - Navy CDC West to Navy CDC East, Install 2 new hydrants								$ 135,000	W													$ 135,000	2021 PW Model Update
Construct 280 LF of 12" PVC WM - 1089 Atlantic Blvd to 1075 Atlantic Blvd								$ 80,000	W													$ 80,000	2021 PW Model Update
Construct 470 LF of 12" PVC WM - Atlantic Ct to Aquatic Dr								$ 144,000	W													$ 144,000	2021 PW Model Update
Construct 160 LF of 12" PVC WM - Atlantic Blvd @ Aquatic Dr to Fire Hydrant @ Wells Fargo								$ 45,000	W													$ 45,000	[illegible]
Construct 1,080 LF of 12" PVC WM - Atlantic Blvd @ Aquatic Dr to Pizza Hut , NE to existing WM				$ 1,100,000	W																	$ 1,100,000	2021 PW Model Update
Construct 2,700 LF of 6" WM in Marsh Oaks plus services						$ 220,000	W	$ 240,000	W													$ 460,000	Septic to Sewer Program
Replace 6" AC WM with 12" PVC WM on Sailfish from Cavalla Rd. tie in to Atlantic Blvd (750 LF)						$ 170,000	W															$ 170,000	2016 PW Model
Replace 4,200 LF of 6" PVC WM with 12" PVC WM on Dutton Island Rd - Mayport Rd to Paradise Cir										$ 840,000	W											$ 840,000	2016 PW Model
Replace 3,200 LF of 8" WM with 12" PVC WM Loop on Mayport Rd/A1A from Assisi A1A to Quad Ct				$ 850,000	W																	$ 850,000	2016 PW Model
Replace 5,000 LF of 8" AC with 12" PVC - SR A1A from Mayport Rd to Wonderwood Dr														$ 800,000	W							$ 800,000	2014 PW MP
Replace 4,000 LF of 8" CI/AC with 12" PVC - Seminole Rd from Selva Marina Dr to Saturiba								$ 750,000	W													$ 750,000	2014 PW MP
Replace 3,500 LF of 8" PVC with 12" PVC - Seminole Rd from Saturiba to Oceanwalk												$ 700,000	W									$ 700,000	2014 PW MP
Replace 3,500 LF of 6" AC with 8" PVC - Oak Harbor - Year 1								$ 525,000	W													$ 525,000	2014 PW MP
Replace 3,500 LF of 6" AC with 8" PVC - Oak Harbor - Year 2										$ 525,000	W											$ 525,000	2018 Stantec CIP
Replace 1,000 LF 10" CI (1955) with 12" PVC - Seminole Rd - Selva Marina Dr to S-Way														$ 288,000	W							$ 288,000	2014 PW MP
Replace 4,000 LF of 6" AC WM with 12" PVC WM - Selva Marina Dr from Saturiba to Seminole						800,000	W															$ 800,000	2014 PW MP
Replace 2,400 LF of 4" AC WM with 8" PVC WM - Park Terrace E												$ 420,000										$ 420,000	2014 PW MP
Replace 4,800 LF of 8" AC WM with 12" PVC WM - Plaza from Seminole to Mayport Rd																$ 850,000	W					$ 850,000	2018 Stantec CIP
Replace 2,200 LF of 4" AC WM with 8" PVC - Seat Oats Drive and services																		$ 600,000	W			$ 600,000	[illegible]
Replace 3,300 LF of 8" CI with 12" PVC - Seminole Rd from S-Way to Atlantic Blvd														$ 750,000	W							$ 750,000	2014 PW MP

09-14-23

Public Utilities Department - 10 Year Schedule of Capital Improvements - 2024 through 2033

Includes Projects Identified in the 2018 Stantec CIP, 2014 Potable Water MP, 2016 & 2021 Potable Water Model and 2021 Adaptation Plan

PROJECT DESCRIPTION	Project #	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	TOTAL	FUNDING SOURCE
WASTEWATER - TREATMENT													
Replace Digester Catwalk (Carryover)	PU2210	$ 185,030										$ 185,030	PU Staff
Hydraulic Improvements (Carryover)	AR220R	$ 436,400										$ 436,400	PU Staff
Construct new headworks (includes design, eng & permitting)				$ 1,500,000								$ 1,500,000	2018 Stantec CIP
Improve aeration tank include a structural integrity study, new drains and sand blasting				$ 300,000								$ 300,000	2018 Stantec CIP
Install second centrifuge				$ 350,000								$ 350,000	2018 Stantec CIP
Pre-treatment: replace existing eccentric plug valves					$ 65,000							$ 65,000	2018 Stantec CIP
Influent wetwell replacement/expansion					$ 700,000							$ 700,000	PU Staff
Chlorination: add motor operators to the chlorine contact chamber sluice gates (7 total)								$ 100,000				$ 100,000	2018 Stantec CIP
Inspect & Repaint Hydro Tanks		$ 40,000										$ 40,000	PU Staff
Replace Decant Drive on Davco Tank		$ 30,000										$ 30,000	PU Staff
Repurpose Polymer Building - Locker room and office area		$ 100,000										$ 100,000	PU Staff
Rehab Operations Building			$ 600,000									$ 600,000	PU Staff
Construct Hypochlorite Bldg		$ 300,000										$ 300,000	PU Staff
Odor Control Assessment and Implementation		$ 40,000	$ 200,000									$ 240,000	PU Staff
Philadelphia Mixer Replacement - Anoxic Tank		$ 50,000										$ 50,000	PU Staff
WWTF Yard Task Lighting		$ 85,000										$ 85,000	PU Staff
Kubota Tractor Replacement			$ 35,000									$ 35,000	PU Staff
WASTEWATER - COLLECTION													
Replacement of Clay Service lines for Selva Marina, Oak Harbor and Park Terrace and services		$ 200,000	$ 200,000									$ 400,000	2018 Stantec CIP
Infiltration & Inflow Control - Assessment & Implementation		$ 500,000		$ 250,000		$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 2,250,000	PU Staff
Retrofit High Priority LS Vulnerable to Flooding (AR2207 Carryover) - Buccaneer LS	AR2207	$ 394,600										$ 394,600	Adaptation Plan
Retrofit High Priority LS Vulnerable to Flooding - Cavalla LS		$ 400,000										$ 400,000	Adaptation Plan
Retrofit High Priority LS Vulnerable to Flooding - TBD			$ 500,000	$ 700,000								$ 1,200,000	Adaptation Plan
Retrofit 18 Medium Priority LS Vulnerable to Flooding					$ 300,000							$ 300,000	Adaptation Plan
LS Wetwell and Suction Pipes Repair		$ 50,000										$ 50,000	PU Staff
Replace 2,400 LF of 8" effluent FM from Selva Marina LS (LS D)							$ 480,000					$ 480,000	2018 Stantec CIP
Replace 4,330 LF of 8" effluent FM from Cavalla LS (LS F)										$ 850,000		$ 850,000	2018 Stantec CIP
Replace 5,490 LF of 8" effluent FM from Mayport Landing LS						$ 1,200,000						$ 1,200,000	2018 Stantec CIP
Replace 2,270 LF of 6" effluent FM from Mimosa Cove LS								$ 500,000				$ 500,000	2018 Stantec CIP
Septic to Sewer 14 homes in Marsh Oaks (Begonia, Tulip)			$ 375,000									$ 375,000	2018 Stantec CIP
Septic to Sewer Remainder of Marsh Oaks (W Plaza, Carnation, Gladiola & Lily)				$ 375,000								$ 375,000	Not Endorsed CIP
Install screens/comminutor and pump replacements at Buccaneer LS			$ 750,000									$ 750,000	2018 Stantec CIP
Sewer Collection System Master Plan Update			$ 175,000									$ 175,000	PU Staff
20 St Lift Station - New Generator (HMGP - 75% Reimbursement)		$ 95,000										$ 95,000	PU Staff
20 St Lift Station - Bulkhead & Access Road Reconstruction		$ 250,000										$ 250,000	PU Staff
SB 64 Compliance - Design & Construction of Alternate Effluent Disposal*						$ 1,000,000	$ 18,000,000	$ 12,000,000	$ 5,000,000			$ 36,000,000	PU Staff
SB 64 Compliance - Design & Construction of Reclaimed Water System Expansion*					$ 750,000	$ 7,500,000	$ 7,500,000					$ 15,750,000	PU Staff
* BPJ, assumes no changes in regulatory requirements		$ 7,504,630	$ 7,235,000	$ 5,130,000	$ 5,699,000	$ 11,430,000	$ 27,465,000	$ 14,803,000	$ 6,215,000	$ 1,815,000	$ 365,000	$ 87,661,630	
- Linked to PW CIP Project													
Water Utility Fund - W		$ 4,348,600	$ 4,400,000	$ 1,655,000	$ 3,884,000	$ 1,480,000	$ 815,000	$ 1,853,000	$ 965,000	$ 715,000	$ 115,000	$ 20,330,600	
Sewer Utility Fund = S		$ 3,156,030	$ 2,835,000	$ 3,475,000	$ 1,065,000	$ 9,950,000	$ 26,280,000	$ 12,850,000	$ 5,250,000	$ 1,100,000	$ 250,000	$ 66,161,030	

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Public hearing and adoption of Resolution No. 23-41 levying the ad valorem property tax millage rate for municipal purposes on all taxable property within the City for the fiscal year beginning October 1, 2023 and ending September 30, 2024, and stating the percentage by which the millage to be levied exceeds the rolled-back rate; and public hearing and adoption of Ordinance 20-23-168 adopting the final budget for the City of Atlantic Beach Florida for fiscal year beginning October 1, 2023 and ending September 30, 2024.

SUBMITTED BY: Brittany Percell, Director of Finance

TODAY'S DATE: September 15, 2023

MEETING DATE: September 25, 2023

BACKGROUND: To adopt a millage rate and operating budget, the City Commission must adhere to a strict process, per state law. Attached is an outline for the public hearings. The format is the same as in previous years and was read into the record as presented in order to assure compliance with TRIM laws (s. 200.065, F.S.).

In advance of the public hearings, the City Manager presented a Proposed Operating Budget and held three public workshops to review and make adjustments with the City Commission's guidance.

The first public hearing was held on September 13, 2023, in the Commission Chamber, at 6:30 p.m., as was noticed to all property owners by the Duval County Property Appraiser's Office and published in *The Beaches Leader*.

There will be a public hearing for the final adoption of the millage by resolution and a second public hearing for the final adoption of the Operating Budget, Ordinance No. 20-23-168, on September 25, 2023, at 6:30 p.m., in the City Commission Chamber. The Proposed Operating Budget is funded using the millage rate of 2.8410. This is a 0% increase over the rolled-back rate.

BUDGET IMPACT: Proposed Fiscal Year 2023-24 budget expenditures = $59,146,295

RECOMMENDATION: Hold two public hearings as described in the attached outline and approve both the Tentative Millage Rate of 2.8410 and second reading of the Operating Budget Ordinance No. 20-23-168 with total expenditures of $59,146,295.

ATTACHMENTS: Ordinance No. 20-23-168
Resolution No. 23-41

LINK: FY 2023-24 Proposed Budget

DEPUTY
REVIEWED BY CITY MANAGER: Kevin Sagner

ADOPTION OF A MILLAGE AND OPERATING BUDGET FOR FISCAL YEAR 2023-24

First item to be considered:

Adoption of a Millage Rate of 2.8410

Open Public Hearing

State the following:

The Millage Rate is	3.1035
The Millage Rate is	2.8410
The Roll–Back Rate is	2.8410

The Tentative Millage Rate is 0% more than the roll back rate and is not an increase in property taxes per sec. 200.065(2)(c) Florida Statutes.

The purpose for adopting the millage rate of 2.8410 is to maintain a level of ad valorem tax revenue sufficient to maintain adequate funding for the existing level of services at anticipated and proposed cost and to continue to maintain the City's infrastructure.

Motion to adopt a Millage Rate for operating purposes of 2.8410

Vote

Close Public Hearing

Second item to be considered:

Ordinance No. 20-23-168 establishing the Operating Budget Fiscal Year 2023-24 of $59,146,295

Open Public Hearing

Motion to adopt Ordinance No. 20-23-168 establishing the Operating Budget for fiscal year 2023-24.

Vote

Close Public Hearing

RESOLUTION 23-41

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA LEVYING THE AD VALOREM PROPERTY TAX MILLAGE RATE FOR MUNICIPAL PURPOSES ON ALL TAXABLE PROPERTY WITHIN THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; STATING THE PERCENTAGE BY WHICH THE MILLAGE TO BE LEVIED EXCEEDS THE ROLLED-BACK RATE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida law requires the City Commission of the City of Atlantic Beach, Florida, to pass a resolution levying the millage rate for ad valorem property taxes for municipal purposes on all taxable property within the city limits of the City of Atlantic Beach, Florida, for the fiscal year beginning October 1, 2023 and ending September 30, 2024; and

WHEREAS, Florida law requires said resolution to state the millage rate to be levied, and also, to state the percentage by which the millage rate to be levied exceeds the rolled-back rate as computed pursuant to Florida law; and

WHEREAS, the City Commission of the City of Atlantic Beach, Florida, has duly considered the budgetary requirements of the City; a tentative budget has been prepared for the fiscal year beginning October 1, 2023 and ending September 30, 2024, based on a millage rate of 2.8410 mills on taxable property within the City; and has acted in accordance with the terms, provisions, and procedures contained in section 200.065, Florida Statutes;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Atlantic Beach, Florida, that

1. The ad valorem property tax millage rate for municipal purposes to be levied on the taxable property within the city limits of the City of Atlantic Beach, Florida, during the fiscal year beginning October 1, 2023 and ending September 30, 2024 is hereby set at the rate of 2.8410 mills.

2. The percentage by which this millage rate to be levied exceeds the rolled-back rate of 2.8410 is 0%.

3. This resolution shall take effect immediately upon its passage and adoption by the City Commission of the City of Atlantic Beach, Florida.

ADOPTED at a public hearing by the City Commission of the City of Atlantic Beach, Florida on the 25th day of September 2023.

Approved as to form and correctness:

_____
Jason Gabriel
City Attorney

_____
Curtis Ford
Mayor/Presiding Officer

ATTEST:

_____
Donna L. Bartle
City Clerk

ORDINANCE 20-23-168

AN ORDINANCE ADOPTING THE FINAL BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024.

WHEREAS, the City Commission of the City of Atlantic Beach, Florida, on September 13, 2023 held a public hearing as required by Florida Statutes Section 200.065; and

WHEREAS, the City Commission of the City of Atlantic Beach, Florida on September 25, 2023, held a second public hearing as required by Florida Statutes Section 200.065; and

WHEREAS, The City Commission of the City of Atlantic Beach, Florida, set forth the appropriations and revenue estimates for the budget for Fiscal Year beginning October 1, 2023 and ending September 30, 2024 in the amount of **$59,146,295.**

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION ON BEHALF OF THE PEOPLE OF THE CITY OF ATLANTIC BEACH, FLORIDA, that;

1. The Fiscal Year 2023-2024 budget dated September 25, 2023 is hereby adopted.
2. This ordinance shall take effect immediately upon its adoption.

PASSED by the City Commission on first reading following the first public hearing on the 13th day of September, 2023.

PASSED AND ADOPTED by the City Commission on second and final reading following the second public hearing this 25th day of September, 2023.

ATTEST:

_____
Donna L. Bartle
City Clerk

_____
Curtis Ford
Mayor

Approved as to form and correctness:

_____
Jason Gabriel
City Attorney

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Public hearing and adoption of Resolution No. 23-41 levying the ad valorem property tax millage rate for municipal purposes on all taxable property within the City for the fiscal year beginning October 1, 2023 and ending September 30, 2024, and stating the percentage by which the millage to be levied exceeds the rolled-back rate; and public hearing and adoption of Ordinance 20-23-168 adopting the final budget for the City of Atlantic Beach Florida for fiscal year beginning October 1, 2023 and ending September 30, 2024.

SUBMITTED BY: Brittany Percell, Director of Finance

TODAY'S DATE: September 15, 2023

MEETING DATE: September 25, 2023

BACKGROUND: To adopt a millage rate and operating budget, the City Commission must adhere to a strict process, per state law. Attached is an outline for the public hearings. The format is the same as in previous years and was read into the record as presented in order to assure compliance with TRIM laws (s. 200.065, F.S.).

In advance of the public hearings, the City Manager presented a Proposed Operating Budget and held three public workshops to review and make adjustments with the City Commission's guidance.

The first public hearing was held on September 13, 2023, in the Commission Chamber, at 6:30 p.m., as was noticed to all property owners by the Duval County Property Appraiser's Office and published in *The Beaches Leader*.

There will be a public hearing for the final adoption of the millage by resolution and a second public hearing for the final adoption of the Operating Budget, Ordinance No. 20-23-168, on September 25, 2023, at 6:30 p.m., in the City Commission Chamber. The Proposed Operating Budget is funded using the millage rate of 2.8410. This is a 0% increase over the rolled-back rate.

BUDGET IMPACT: Proposed Fiscal Year 2023-24 budget expenditures = $59,146,295

RECOMMENDATION: Hold two public hearings as described in the attached outline and approve both the Tentative Millage Rate of 2.8410 and second reading of the Operating Budget Ordinance No. 20-23-168 with total expenditures of $59,146,295.

ATTACHMENTS: Ordinance No. 20-23-168
Resolution No. 23-41

LINK: FY 2023-24 Proposed Budget

DEPUTY
REVIEWED BY CITY MANAGER: Kevin Wagner

ADOPTION OF A MILLAGE AND OPERATING BUDGET FOR FISCAL YEAR 2023-24

First item to be considered:

Adoption of a Millage Rate of 2.8410

Open Public Hearing

State the following:

The Millage Rate is	3.1035
The Millage Rate is	2.8410
The Roll–Back Rate is	2.8410

The Tentative Millage Rate is 0% more than the roll back rate and is not an increase in property taxes per sec. 200.065(2)(c) Florida Statutes.

The purpose for adopting the millage rate of 2.8410 is to maintain a level of ad valorem tax revenue sufficient to maintain adequate funding for the existing level of services at anticipated and proposed cost and to continue to maintain the City's infrastructure.

Motion to adopt a Millage Rate for operating purposes of 2.8410

Vote

Close Public Hearing

Second item to be considered:

Ordinance No. 20-23-168 establishing the Operating Budget Fiscal Year 2023-24 of $59,146,295

Open Public Hearing

Motion to adopt Ordinance No. 20-23-168 establishing the Operating Budget for fiscal year 2023-24.

Vote

Close Public Hearing

RESOLUTION 23-41

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA LEVYING THE AD VALOREM PROPERTY TAX MILLAGE RATE FOR MUNICIPAL PURPOSES ON ALL TAXABLE PROPERTY WITHIN THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; STATING THE PERCENTAGE BY WHICH THE MILLAGE TO BE LEVIED EXCEEDS THE ROLLED-BACK RATE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida law requires the City Commission of the City of Atlantic Beach, Florida, to pass a resolution levying the millage rate for ad valorem property taxes for municipal purposes on all taxable property within the city limits of the City of Atlantic Beach, Florida, for the fiscal year beginning October 1, 2023 and ending September 30, 2024; and

WHEREAS, Florida law requires said resolution to state the millage rate to be levied, and also, to state the percentage by which the millage rate to be levied exceeds the rolled-back rate as computed pursuant to Florida law; and

WHEREAS, the City Commission of the City of Atlantic Beach, Florida, has duly considered the budgetary requirements of the City; a tentative budget has been prepared for the fiscal year beginning October 1, 2023 and ending September 30, 2024, based on a millage rate of 2.8410 mills on taxable property within the City; and has acted in accordance with the terms, provisions, and procedures contained in section 200.065, Florida Statutes;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Atlantic Beach, Florida, that

1. The ad valorem property tax millage rate for municipal purposes to be levied on the taxable property within the city limits of the City of Atlantic Beach, Florida, during the fiscal year beginning October 1, 2023 and ending September 30, 2024 is hereby set at the rate of 2.8410 mills.

2. The percentage by which this millage rate to be levied exceeds the rolled-back rate of 2.8410 is 0%.

3. This resolution shall take effect immediately upon its passage and adoption by the City Commission of the City of Atlantic Beach, Florida.

ADOPTED at a public hearing by the City Commission of the City of Atlantic Beach, Florida on the 25th day of September 2023.

Approved as to form and correctness:

_____
Jason Gabriel
City Attorney

_____
Curtis Ford
Mayor/Presiding Officer

ATTEST:

_____
Donna L. Bartle
City Clerk

ORDINANCE 20-23-168

AN ORDINANCE ADOPTING THE FINAL BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024.

WHEREAS, the City Commission of the City of Atlantic Beach, Florida, on September 13, 2023 held a public hearing as required by Florida Statutes Section 200.065; and

WHEREAS, the City Commission of the City of Atlantic Beach, Florida on September 25, 2023, held a second public hearing as required by Florida Statutes Section 200.065; and

WHEREAS, The City Commission of the City of Atlantic Beach, Florida, set forth the appropriations and revenue estimates for the budget for Fiscal Year beginning October 1, 2023 and ending September 30, 2024 in the amount of **$59,146,295.**

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION ON BEHALF OF THE PEOPLE OF THE CITY OF ATLANTIC BEACH, FLORIDA, that;

1. The Fiscal Year 2023-2024 budget dated September 25, 2023 is hereby adopted.
2. This ordinance shall take effect immediately upon its adoption.

PASSED by the City Commission on first reading following the first public hearing on the 13th day of September, 2023.

PASSED AND ADOPTED by the City Commission on second and final reading following the second public hearing this 25th day of September, 2023.

ATTEST:

_____
Donna L. Bartle
City Clerk

_____
Curtis Ford
Mayor

Approved as to form and correctness:

_____
Jason Gabriel
City Attorney

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Public Hearing and Final Reading of Ordinance No. 20-23-169 amending the operating budget for the City of Atlantic Beach, Florida, for the fiscal year beginning October 1, 2022, and ending September 30, 2023, to appropriate $53,008 in Justice Assistance Grant Countywide funding for a COAB community security project; and providing an effective date.

SUBMITTED BY: Brittany Percell, Director of Finance

TODAYS DATE: September 14, 2023

MEETING DATE: September 25, 2023

BACKGROUND: The Atlantic Beach Police Department recently was awarded $53,008 through the Justice Assistance Grant Countywide (Federal FY 2021) program managed by the Florida Department of Law Enforcement. Acceptance of this grant was authorized by the Atlantic Beach City Commission on July 24, 2023 (Resolution No. 23-25). The funding provided through this grant will be used to enhance community security through the use of License Plate Reader (LPR) systems monitoring high-volume city roads.

BUDGET: Adopting Ordinance No. 20-23-169 creates the budget necessary to expend the funds for the grant. There are no matching funds required by the grant.

RECOMMENDATION: Adopt Ordinance No. 20-23-169

ATTACHMENTS: 1. Ordinance No. 20-23-169
2. Resolution No. 23-25

REVIEWED BY CITY MANAGER: DEPUTY

ORDINANCE NO. 20-23-169

AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023, FOR APPROPRIATING FUNDS ASSOCIATED WITH THE JUSTICE ASSISTANCE GRANT COUNTYWIDE (JAGC) FOR A CITY OF ATLANTIC BEACH COMMUNITY SECURITY PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Charter of the City of Atlantic Beach requires that the City Commission approve all budgetary increases and transfers at the fund level; and

WHEREAS, the nature of the budgetary systems and those day-to-day decisions affecting such budgetary systems require adjustments from time-to-time; and

WHEREAS, the City is amending the operating budget to add net revenue totaling $53,008 and net expenses totaling $53,008 for the Justice Assistance Grant Countywide (JAGC).

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION ON BEHALF OF THE PEOPLE OF THE CITY OF ATLANTIC BEACH, FLORIDA:

SECTION 1. The Fiscal Year 2022-23 Budget is amended as follows:

Revenues:	
Justice Assistance Grant Countywide (JAGC)	$ 53,008
Total Revenues:	$ 53,008
Expenses:	
Operating Supplies/Equipment	$ 53,008
Total Expenses Fund:	$ 53,008
Balance:	**<0>**

SECTION 2. Effective Date. This ordinance shall take effect immediately upon its final passage and adoption.

PASSED by the City Commission on first reading this 11th day of September, 2023.

PASSED by the City Commission on second and final reading this 25th day of September, 2023.

CITY OF ATLANTIC BEACH

00918792-1

Curtis Ford, Mayor

Attest:

Donna L. Bartle, City Clerk

Approved as to form and correctness:

Jason R. Gabriel, City Attorney

RESOLUTION NO. 23-25

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE CITY TO PURCHASE SEVEN (7) LICENSE PLATE READER (LPR) CAMERAS THROUGH VETTED SECURITY SYSTEMS (VSS) BY THE EXCEPTIONS GRANTED IN CITY ORDINANCE 2-336

WHEREAS, the Justice Assistance Grant Countywide (JAGC) has been established by the Federal Government and is administered by the State of Florida, The Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants to act as a pass through entity for federal funding; and

WHEREAS, in August of 2022 the City Commission approved the Police Department to apply for the 2021 JAGC grant under Resolution 22-51; and

WHEREAS, $53,007 was awarded to the Atlantic Beach Police Department in the 2021 JAGC grant application; and

WHEREAS, the Atlantic Beach Police Department is requesting approval to purchase equipment and services from an existing vendor Vetted Security Systems (VSS) outside of city purchasing guidelines with said grant funds; and

WHEREAS, under Municipal Ordinance 2-336 the City Commission must approve by a majority vote purchases of $25,000 or greater that are made outside of city purchasing guidelines; and

WHEREAS, the City Commission has executed the required vote and a majority of the Commissioners present have voted to approve the purchasing exception requested by the Police Department;

NOW THEREFORE, be it resolved by the City Commission of the City of Atlantic Beach as follows:

SECTION 1. The City Commission hereby authorizes the use of current vendor, Vetted Security Solutions LLC, to purchase the equipment and services the Police Department is requesting under the 2021 JAGC Grant program; outside of city purchasing guidelines under the exceptions provided in City Ordinance 2-336; The formal bid procedure as defined in this division is not required in the following cases:

(1) When the city commission, by a vote of the majority of those members present, waives the formal bid procedure.

(5) Contracts for the maintenance or servicing of equipment which are made with the manufacturer or authorized service agent of the equipment when the maintenance or servicing can best be performed by the manufacture or authorized service agent where such a contract would otherwise be advantageous to the city.

(7) Purchase and contracts for the use or purchase of data processing equipment or data processing systems software and reproduction equipment.

SECTION 4. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City of Atlantic Beach, this 24th day of July, 2023.

Curtis Ford, Mayor

Attest:

Donna L. Bartle, City Clerk

Approved as to form and correctness:

Jason Gabriel, City Attorney