City of Atlantic Beach

Final Agenda

Regular City Commission Meeting

Monday, January 8, 2024 - 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 Regular Commission Meetings held on September 11, 2023, November 13, 2023, November 27, 2023, and December 11, 2023. 5 - 34
*9-11-23 Regular City Commission Draft Minutes
11-13-23 Regular City Commission Draft Minutes
11-27-23 Regular City Commission Draft Minutes
*12-11-23 Regular City Commission Draft Minutes

2. COURTESY OF FLOOR TO VISITORS

2.A. Wreaths Across America presentation (Leslie May & Sherry Saucerman)

PUBLIC COMMENT

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (Jan. - Mar. 2024) 35 - 38
90-Day Calendar (Jan. - Mar. 2024)

3.B. Status update for the complete streets improvements on Ahern Street between Ocean Blvd. and East Coast Drive. 39 - 40
Complete Streets Improvement Update - Ahern Street

3.C. Presentation on Existing Goals

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. 24-01** 41 - 45

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE INSTALLATION OF A NEW WELL 3W AT THE WATER TREATMENT PLANT #3 AT 902 ASSISI LANE; 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. 24-01

8.B. **RESOLUTION NO. 24-02** 47 - 49

A RESOLUTION OF THE CITY OF ATLANTIC BEACH EXTENDING THE TERM OF SUZANNE GREEN AS SPECIAL MAGISTRATE FOR ONE YEAR; 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. 24-02

8.C. **RESOLUTION NO. 24-03** 51 - 53

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE EXPENDITURE OF A $65,000 DEPARTMENT OF ENVIRONMENTAL PROTECTION GRANT, A $86,950 DEPARTMENT OF ECONOMIC OPPORTUNITY GRANT, AND $10,000 CITY FUNDS TO ENGAGE JONES EDMUNDS TO PERFORM A REVIEW AND UPDATE OF THE CITY'S COASTAL VULNERABILITY ASSESSMENT AND ADAPTATION PLAN; 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. 24-03

9. ACTION ON ORDINANCES

None.

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
Regular City Commission Meeting
Monday, September 11, 2023 - 6:30 PM
Commission Chamber
City Hall, 800 Seminole Road
Atlantic Beach, FL 32233

INVOCATION AND PLEDGE OF ALLEGIANCE
CALL TO ORDER:

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

ATTENDANCE:

Present:	Curtis Ford, Mayor - Seat 1 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:	Kevin Hogencamp, Deputy City Manager (DCM) Jason Gabriel, City Attorney (CA) Donna Bartle, City Clerk (CC) Victor Gualillo, Police Chief (PC) Cathy Varian, Human Resources Director (HRD)

1 APPROVAL OF MINUTES

1A. Approve minutes of the Special Called meetings held on March 20, 2023, May 8, 2023, and August 7, 2023.

Mayor Ford asked if there were any corrections or changes needed. There were no corrections to these minutes. Mayor Ford stated the minutes stand as submitted.

1B. Approve minutes of the Special meeting held on July 29, 2023.

Mayor Ford asked if there were any corrections or changes needed. There were no corrections to these minutes. Mayor Ford stated the minutes stand as submitted.

2. COURTESY OF FLOOR TO VISITORS

2.A. Proclamation - Constitution Week (Mayor Ford)

Mayor Ford read and presented the proclamation to Leslie May with DAR, Daughters of the American Revolution.

DRAFT

PUBLIC COMMENT

Brinkley Harrell spoke about the history of 9-11. He also spoke about the proposed budget and Justice Assistant Grant funds.

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (Sept. - Nov. 2023)

DCM Hogencamp reported on upcoming meetings and events. He also announced that the new city manager's first day will be September 26, 2023.

MOTION: Accept the 90-Day Calendar (Sept. through Nov. 2023).

Motion: Candace Kelly
Second: Michael Waters

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

Motion passed 5 to 0.

3.B. Florida League of Cities Recognition of Commissioner Kelly

DCM Hogencamp congratulated Commissioner Kelly on an award received from the Florida League of Cities. Commissioner Kelly spoke about the benefits of the educational program. The Commission applauded her for her accomplishment.

3.C. Idalia Report

DCM Hogencamp spoke about a report submitted highlighting the City's efforts during storm Idalia and about the importance of hurricane preparedness.

3.D. Streaming BMRC meetings

DCM Hogencamp reported on the BMRC meetings not being live-streamed. He explained the current live-streaming contract and reported the cost for additional meetings over the allotted 100 per year being $175 per meeting. He answered questions and asked the Commission to let him know if more needs to be done on this topic.

DRAFT

Additional Reports

DCM Hogencamp reported on Dora Drive, explaining that the second appraisal has been received and would forward the information to the Commission for review. He provided additional information regarding the environmental assessment. A detailed cost-benefit analysis is currently being worked on. Staff intends to present our finding to the Commission on October 9, 2023 for a decision.

Mayor Ford asked if CE Swann has surveyed the trees on the property. DCM Hogencamp responded CE Swann has surveyed the property and will report back on the topic.

DCM Hogencamp reported on net savings resulting in the City doing business with the Boys and Girls Club to take over the afterschool programs.

DCM Hogencamp thanked Commissioner Kelly, Commissioner Bole, and Mr. Harrell for their service to our family, friends, community, and country.

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

4.A. FY 2023-24 Budget Discussion (Commissioner Kelly)

Commissioner Kelly spoke about an email received about the Blue Collar Union rejecting the City's contract. She expressed her concern about not knowing the City's personnel costs and asked for clarification regarding the status of the personnel costs.

HRD Varian responded by informing the Commission of a scheduled union meeting for the following day and anticipates an agreement of a 5% increase. Mayor Ford and HRD Varian reviewed the previous salary increases.

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Mayor Ford offered his opinion of remaining at a 4% increase for union employees to match the proposed 4% increase for COAB non-union employees.

Commissioner Bole added that the federal government is budgeting for a 4% increase for all employees and stated he agrees to maintain a 4% increase for union and non-union staff.

Commissioner Ring asked for clarification regarding the previous 21% pay increase. Mayor Ford responded with information regarding the reasoning behind the increase.

HRD Varian spoke about attrition and retention issues throughout the City. She explained the previous cost of living salary increases for employees.

Commissioner Reports

DRAFT

Commissioner Kelly thanked staff for the ribbon cutting ceremony for Donner Road She asked for the status of a possible COLA increase for the Pension Board retirees.

Mayor Ford clarified his actions of limiting further conversation about union negotiations. CA Gabriel supported the mayor's actions and further explained the negotiation process.

Commissioner Bole announced the Beaches Town Center meeting is scheduled for the following night and the annual golf fundraiser is scheduled in the near future. He spoke about reviewing the HR procedures for hiring a City Manager and assigning people to different committees. He welcomed any volunteers to help review the information and plans to write a resolution to outline the details of the process. He spoke about the challenges of collective bargaining agreements with unions. He spoke about fellow naval academy classmates who passed during 9-11.

Commissioner Ring asked for clarification regarding budgeting concerns brought up by Mr. Harrell and about the status of another millage rate reduction. DCM Hogencamp responded he would present information with details about lowering the millage rate to the Commission at an upcoming meeting or an email.

Commissioner Waters spoke about the ending of the parking high season and is interested in hearing the results of the parking season.

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

6. CONSENT AGENDA

None.

7. COMMITTEE REPORTS

None.

8. ACTION ON RESOLUTIONS

8.A. RESOLUTION NO. 23-39

A RESOLUTION OF THE CITY OF ATLANTIC BEACH AUTHORIZING A ONE-YEAR AGREEMENT CONTINUING THE PROFESSIONAL SERVICES OF LANGTON ASSOCIATES, INC.; SUBJECT TO AND CONTINGENT UPON INCLUSION OF FUNDING FOR THIS PURPOSE IN THE FISCAL YEAR 2023-24 CITY COMMISSION-APPROVED BUDGET; AUTHORIZING THE EXPENDITURE OF $45,603.83 ANTICIPATED TO BE ALLOCATED IN THE FISCAL YEAR 2023-24 BUDGET FOR THIS PURPOSE; AUTHORIZING THE CITY MANAGER TO EXECUTE ANY CONTRACTS AND PURCHASE ORDERS AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the Resolution.

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MOTION: Adopt Resolution No. 23-39.

Motion: Bruce Bole
Second: Michael Waters

Kristen Bennett, Senior Public Affairs with Langton Consulting, reported on the status of grants and answered questions from the Commission.

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

Motion passed 5 to 0.

8.B. RESOLUTION NO. 23-35

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR RESILIENT FLORIDA FUNDING FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE FISCAL YEAR 2023-24 FUNDING CYCLE; AUTHORIZING THE CITY MANAGER TO EXECUTE ANY CONTRACTS AND PURCHASE ORDERS AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the Resolution.

DCM Hogencamp explained the resolution.

MOTION: Adopt Resolution No. 23-35.

Motion: Jessica Ring
Second: Candace Kelly

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

Motion passed 5 to 0.

DRAFT

8.C. RESOLUTION NO. 23-37

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING THE LEASE AGREEMENT BETWEEN SATELLITE SHELTERS, INC., AND THE CITY OF ATLANTIC BEACH FOR A TEMPORARY OFFICE TRAILER; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the Resolution.

DCM Hogencamp and CA Gabriel reported on the item.

MOTION: Approve Resolution No. 23-37.

Motion: Bruce Bole
Second: Candace Kelly

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

Motion passed 5 to 0.

9. ACTION ON ORDINANCES

9.A. ORDINANCE NO. 20-23-169, Introduction and First Reading

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.

Mayor Ford read the title of the ordinance.

DCM Hogencamp provided an overview of the ordinance.

MOTION: Approve Ordinance No. 20-23-169.

Motion: Bruce Bole
Second: Candace Kelly

DRAFT

PC Gualillo further explained the ordinance, amending the budget to receive $53,008 in grant funding. CA Gabriel noted that the second reading will be on September 25, 2023.

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

Motion passed 5 to 0.

10. MISCELLANEOUS BUSINESS

None.

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

None.

12. CLOSING COMMENTS BY CITY COMMISSIONERS AND CITY MANAGER

Commissioner Bole

- Commended the City regarding grant funding.

Commissioner Kelly

- Asked if the $100,000 for community center upgrades are specific to the Boys and Girls Club contract. DCM Hogencamp explained that funds would be used for ordinary maintenance and to upgrade the facilities to the Boys and Girls Club standards.

Commissioner Waters

- Thanked DCM Hogencamp for hosting Mr. Gerrity's farewell party.

Mayor Ford

- Thanked the staff for all the preparation for storm Idalia.
- Spoke about an invitation to attend a lunch on the HMS Dauntless (ship) stationed for several weeks at Mayport and noted he would provide the Commission copies of any future letters regarding upcoming visits to Mayport.

13. ADJOURNMENT

The meeting adjourned at 7:44 p.m.

Attest:

_____ _____

Donna L. Bartle, City Clerk Curtis Ford, Mayor

Date Approved: _____

DRAFT

MINUTES
Regular City Commission Meeting
Monday, November 13, 2023 - 6:30 PM
Commission Chamber
City Hall, 800 Seminole Road
Atlantic Beach, FL 32233

INVOCATION AND PLEDGE OF ALLEGIANCE
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 - Seat 1 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:	William B. Killingsworth, City Manager (CM) Jason Gabriel, City Attorney (CA) Donna Bartle, City Clerk (CC) Kevin Hogencamp, Deputy City Manager (DCM) Ladayija Nichols, Deputy City Clerk (DCC) Amanda Askew, Planning & Community Development Dir. (PCDD)

1 APPROVAL OF MINUTES

1A. Approve minutes of the Special Called Meeting of the City Commission held on September 13, 2023.

Mayor Ford asked if there were any corrections or changes needed. There were no corrections to the minutes. Mayor Ford stated the minutes stand as submitted.

1B. Approve minutes of the Regular Commission meeting held on September 25, 2023.

Mayor Ford asked if there were any corrections or changes needed. There were no corrections to the minutes. Mayor Ford stated the minutes stand as submitted.

2. COURTESY OF FLOOR TO VISITORS

2.A. Fletcher Interact Club Proclamation

Mayor Ford read the proclamation (which is attached hereto and made part of this Official Record as **Attachment A**) and presented it to the Interact Club. He also

DRAFT

acknowledged and thanked Doug Brown, Emma Pugh, the president, Joe Schwarz, Art's Recreation and Culture Committee Member and the attending Interact Club members.

11-13-23 Attachment A

2.B. Wreaths Across America Proclamation

Mayor Ford did not read the proclamation and explained that it will be delivered on December 16, 2023, 9 a.m. at Beaches Veterans Memorial Park.

Commissioner Kelly briefly spoke about the Wreaths Across America event.

PUBLIC COMMENT

Mayor Ford explained the process for public comments and opened the Courtesy of the Floor to Visitors. CC Bartle called each speaker to the podium.

Rick McKevitt expressed concerns regarding code enforcement and gave suggestions to help with the concerns.

Jane Stevens spoke about a Parks Master Plan open house meeting she attended and encouraged everyone to complete the parks survey.

Mitch Reeves spoke in support of agenda item 9A.

Tanya Cheney expressed that she would like to see townhouse and duplex home owners have the ability to own backyard hens.

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (Nov. 2023 - Jan. 2024)

CM Killingsworth reported on this item as detailed in the agenda packet.

There was a ***CONSENSUS*** to approve the 90-Day Calendar.

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

Commissioner Ring

- Attended the Beaches Veterans Memorial service.
- Expressed gratefulness for Trunk or Treat and Haunted House held by the City.
- Proposed a correction to the September 25, 2023 Regular Commission Meeting Minutes to correct the spelling of Almost Home.
- Commended PCDD Askew and her team for the development of the Parks Master Plan survey. She suggested placing QR codes at various locations to potentially get more survey submissions.

Commissioner Waters

- Spoke about the Veterans Day service.
- Commended Public Works Director Scott Williams and his staff for putting the fence up at Beaches Veterans Memorial Park.

DRAFT

- Inquired about the cost for a shade structure at Beaches Veterans Memorial Park.

Commissioner Bole

- Commended Cultural Arts and Recreation Director Latrenia Thomas, her staff and the Police Department for their work with the Jazz Festival.
- Beaches Town Center Agency meeting on Tuesday, November 14, 2023.

Commissioner Kelly

- Expressed that she would like to start the planning for the Baker Center expansion and proposed using a time between now and January to collect feedback from the public.

Mayor Ford

- Applauded the Commission for showing up to the Veterans Day service.
- Complimented the article about CM Killingsworth in the Beaches Leader.
- Mentioned the light show hosted in Oceanwalk by Leigh and Debbi Lebeicki.

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

6. CONSENT AGENDA

Mayor Ford read the titles of A and B.

6.A. Accept the water and sewer infrastructure at Calypso Mooring subdivision for ownership and maintenance by the City of Atlantic Beach.

6.B. Accept the City Attorney and City Clerk's FY 22-23 Annual Performance Reviews.

MOTION: Approve the consent agenda (agenda items 6A and 6B as written) as it stands.

Motion: Jessica Ring
Second: Bruce Bole

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

Motion passed 5 to 0.

7. COMMITTEE REPORTS

None.

8. ACTION ON RESOLUTIONS

8.A. RESOLUTION NO. 23-49

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA APPROVING A 4% SALARY INCREASE FOR THE CITY CLERK, RETROACTIVE TO 10/1/2023 AND MAKING THE SALARY ADJUSTMENT AUTOMATIC EACH YEAR.

DRAFT

Mayor Ford read the title of the resolution.

CM Killingsworth explained the resolution.

MOTION: Adopt Resolution No. 23-49.

Motion: Michael Waters
Second: Candace Kelly

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

Motion passed 5 to 0.

8.B. RESOLUTION NO. 23-50

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE PURCHASE OF SECURITY UPGRADES TO THE WASTEWATER TREATMENT PLANT ENTRY DOORS AND CARD READERS ON THE WWTP AND PUBLIC WORKS SECURITY GATES; 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.

Mayor Ford read the title of the resolution.

CM Killingsworth explained the resolution.

MOTION: Approve Resolution No. 23-50.

Motion: Bruce Bole
Second: Candace Kelly

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

Motion passed 5 to 0.

DRAFT

8.C. RESOLUTION NO. 23-51

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA APPROVING AND ACCEPTING THE TEMPORARY CONSTRUCTION EASEMENT AGREEMENT FROM REGENCY CENTERS CORPORATION FOR TEMPORARY NON-EXCLUSIVE EASEMENT FOR CONSTRUCTION AND RELATED PURPOSES, SUBJECT TO THE RESPECTIVE TERMS IN THE EASEMENT AGREEMENT; AUTHORIZING THE MAYOR TO EXECUTE THE EASEMENT AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the resolution.

CM Killingsworth explained the resolution.

MOTION: Adopt Resolution No. 23-51.

Motion: Michael Waters
Second: Jessica Ring

Mayor Ford inquired about how much time this project would need. CM Killingsworth expressed that eighteen months is an estimate and that he would have to get back with him for a definite answer.

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

Motion passed 5 to 0.

9. ACTION ON ORDINANCES

9.A. ORDINANCE NO. 31-23-16, Public Hearing and Final Reading

AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, COUNTY OF DUVAL, STATE OF FLORIDA, AMENDING THE FUTURE LAND USE MAP OF THE 2030 COMPREHENSIVE PLAN TO CHANGE THE DESIGNATION OF THOSE LANDS DESCRIBED IN ATTACHED EXHIBIT A FROM RESIDENTIAL MEDIUM DENSITY (RM) TO COMMERCIAL (CM); PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the ordinance.

DRAFT

PCDD Askew explained the ordinance.

Mayor Ford opened the public hearing, there were no speakers, and the public hearing was closed.

MOTION: Approve Ordinance 31-23-16.

Motion: Michael Waters
Second: Bruce Bole

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

Motion passed 5 to 0.

9.B. ORDINANCE NO. 90-23-251, Public Hearing and Final Reading
AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, COUNTY OF DUVAL, STATE OF FLORIDA, REZONING THOSE LANDS DESCRIBED IN ATTACHED EXHIBIT A FROM RESIDENTIAL, GENERAL, TWO- FAMILY (RG), TO COMMERCIAL GENERAL (CG); PROVIDING FINDINGS OF FACT; REQUIRING RECORDATION; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the ordinance.

PCDD Askew explained the ordinance.

Mayor Ford opened the public hearing, there were no speakers, and the public hearing was closed.

MOTION: Approve Ordinance No. 90-23-251.

Motion: Jessica Ring
Second: Bruce Bole

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

DRAFT

Motion passed 5 to 0.

9.C. ORDINANCE NO. 20-23-170, Introduction and First Reading
AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA FOR FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023, AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the ordinance.

CM Killingsworth explained the ordinance.

MOTION: Approve Ordinance 20-23-170 (on first reading).

Motion: Bruce Bole
Second: Michael Waters

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

Motion passed 5 to 0.

10. MISCELLANEOUS BUSINESS
None.

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

- Reported that applicants are needed for boards and committees.
- There will be Board Member Review Committee (BMRC) meetings on November 28, 2023 and December 4, 2023 at 5:30 p.m.
- Reported openings on the various committees.

Mayor Ford requested a recap of the openings in an email.

12. CLOSING COMMENTS BY CITY COMMISSIONERS AND CITY MANAGER
Commissioner Bole

- Received comments that the dog park gate is an issue.
- Expressed that he would like to discuss liability for commercial companies that make profit on City property. CM Killingsworth expressed that he would follow up on this item.

Commissioner Kelly

DRAFT

- Inquired about 100 West First Street. CM Killingsworth said there's a draft purchase and sale agreement that he and the CA would go over this week. He expressed that he is hoping for at least a 90-day, due diligence period.
- Wished Mayor Ford a happy early birthday.

Commissioner Ring

- Wished everyone a happy Thanksgiving.

Commissioner Waters

- Wished everyone a happy Thanksgiving.

13. ADJOURNMENT

The meeting adjourned at 7:27 p.m.

Attest:

_____ _____

Donna L. Bartle, City Clerk Curtis Ford, Mayor

Date Approved:_____

DRAFT

Attachment A to
11-13-23 Minutes

Proclamation

In Appreciation and Recognition of the Dedicated Service of the

Duncan U. Fletcher High School Interact Club

WHEREAS, Rotary Interact clubs bring together young people ages 12-18 to develop leadership skills while discovering the power of Service Above Self; and

WHEREAS, the Duncan U. Fletcher High School Interact Club members – known as Interactors – routinely assist the City of Atlantic Beach Cultural Arts and Recreation Department with special events, giving most generously of their time, talents and energy; and

WHEREAS, the current Fletcher Interactors – all of whom are carrying out "Service Above Self" – are Cayden Miller, Nathan Thacker, Lovis Leyhausen, Nicholas Searl, Natasha Searl, Hudson Payne, Andrew Merkel, Dylan Walker, T.J. Lee, Olivia Villegas, Rowan Arthur, Tessie Tearvis, Gissele Reyes, Carson Shubert, Kate Gallagher, Gracie Price, Mario Leavitt, Robert Trinnear, Lauren Hutton and Nathan Bernerds; and

WHEREAS, youth volunteers serving in an integral role in local government is a way for local governments to engage youth in the democratic process; and

WHEREAS, Fletcher Interactors participate in dozens of other community service activities through the Beaches community, as well, including but not limited to assisting with Beaches Town Center festivals and Dreams Come True events; supporting Mission House and Beaches Emergency Assistance Ministry; and working with local elementary school students; and

WHEREAS, youth volunteers serving their generation with excellence will in turn result in their generation leading with excellence.

NOW, THEREFORE, BE IT PROCLAIMED that I, Curtis Ford, Mayor of the City of Atlantic Beach, on behalf of the City Commission and the citizens of Atlantic Beach, express enormous gratitude and appreciation to the Duncan U. Fletcher High School Interact Club members and sponsors for their dedication and service to the community.

IN WITNESS WHEREOF, I have set my hand and caused the Official Seal of the City of Atlantic Beach to be affixed this 13th day of November, 2023.

Curtis Ford, Mayor

MINUTES
Regular City Commission Meeting
Monday, November 27, 2023 - 6:30 PM
Commission Chamber
City Hall, 800 Seminole Road
Atlantic Beach, FL 32233

INVOCATION AND PLEDGE OF ALLEGIANCE
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 - Seat 1
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:
William B. Killingsworth, City Manager (CM)
Jason Gabriel, City Attorney (CA)
Donna Bartle, City Clerk (CC)
Kevin Hogencamp, Deputy City Manager (DCM)
Ladayija Nichols, Deputy City Clerk (DCC)
Victor Gualillo, Police Chief (PC)

1 APPROVAL OF MINUTES

1A. Approve minutes of the Special Called Meeting held on October 9, 2023.

Mayor Ford asked if there were any corrections or changes needed. There were no corrections to the minutes. Mayor Ford stated the minutes stand as submitted.

1B. Approve minutes of the Special Called Meeting of the City Commission held on July 31, 2023.

Mayor Ford asked if there were any corrections or changes needed. There were no corrections to the minutes. Mayor Ford stated the minutes stand as submitted.

1C. Approve minutes of the Budget Workshop held on August 24, 2023.

Mayor Ford asked if there were any corrections or changes needed. There were no corrections to the minutes. Mayor Ford stated the minutes stand as submitted.

2. COURTESY OF FLOOR TO VISITORS

DRAFT

2.A. Police Department presentation for Tim Stafford

PC Gualillo expressed kind words about Mr. Stafford and presented him with his badge and service weapon. Mr. Stafford expressed words of gratitude and took a photo with the Commission.

PUBLIC COMMENT

Mayor Ford explained the process for public comments and opened the Courtesy of the Floor to Visitors. CC Bartle called each speaker to the podium.

Sloan Nottmeier, president of the AB Youth Council, shared information about the Council and introduced other members of the council that attended the meeting with her.

Ted Alesch spoke about permeable paver systems.

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (Dec. 2023 - Feb. 2024)

CM Killingsworth reported on this item as detailed in the agenda packet.

There was a ***CONSENSUS*** to accept the 90-Day Calendar.

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

Commissioner Kelly

- Announced that the Environmental Stewardship Committee (ESC) will be sharing their goals with the Commission.
- Expressed that she is collecting information regarding the Baker Center expansion. Mayor Ford inquired about feedback on water consumption from ESC. Commissioner Kelly expressed that the committee is disappointed in the support that they have received.

Commissioner Bole

- Announced that there are new lights in the Town Center and encouraged everyone to attend the tree lighting on Saturday, December 2, 2023.
- Expressed that there was a big turnout at Pete's on Thanksgiving and shared that some of the proceeds will go to the Town Center Agency.

Commissioner Ring

- Informed everyone that there were increased responses received on the Parks Master Plan survey from the signs that went up.

4.A. Lee and Deb Leibecki, Atlantic Beach Christmas Proclamation (Mayor Ford)

Mayor Ford expressed that he would like to celebrate the Leibecki's as a thanks for the holiday decorations.

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

DRAFT

6. CONSENT AGENDA
None.

7. COMMITTEE REPORTS
None.

8. ACTION ON RESOLUTIONS

8.A. RESOLUTION NO. 23-52
A RESOLUTION OF THE CITY OF ATLANTIC BEACH AUTHORIZING THE POLICE DEPARTMENT TO PURCHASE TWO POLICE VEHICLES FOR A TOTAL PRICE OF $97,406 FROM ALAN JAY FLEET SALES UTILIZING FUNDS IN THE FISCAL YEAR 2023-24 BUDGET APPROPRIATED FOR THAT PURPOSE; 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.

Mayor Ford read the title of the resolution.

MOTION: Approve Resolution No. 23-52 as read.

Motion: Candace Kelly
Second: Jessica Ring

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

Motion passed 5 to 0.

8.B. RESOLUTION NO. 23-53
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING BID NO. 2223-11: LEVY ROAD SIDEWALK IMPROVEMENTS; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE

Mayor Ford read the title of the resolution.

MOTION: Adopt Resolution No. 23-53.

Motion: Candace Kelly
Second: Michael Waters

DRAFT

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

Motion passed 5 to 0.

9. ACTION ON ORDINANCES

9.A. ORDINANCE NO. 20-23-170, Public Hearing and Final Reading
AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA FOR FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023, AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the ordinance.

MOTION: Adopt Ordinance No. 20-23-170 as read.

Motion: Candace Kelly
Second: Bruce Bole

Mayor Ford opened the public hearing, there were no speakers, and the public hearing was closed.

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

Motion passed 5 to 0.

10. MISCELLANEOUS BUSINESS
None.

11. CITY ATTORNEY/CITY CLERK REPORTS AND/OR REQUESTS
None.

12. CLOSING COMMENTS BY CITY COMMISSIONERS AND CITY MANAGER
Commissioner Bole

- Expressed that AB is lucky to have people like Mr. Stafford serving the City.

Commissioner Ring

DRAFT

- Expressed that she was happy that Mr. Stafford was able to join everyone for the retirement celebration.

Commissioner Waters

- Wished everyone a happy Thanksgiving.

Mayor Ford

- Thanked Mr. Stafford for his service.
- Spoke highly of the Youth Council and thanked them for being at the meeting.

13. ADJOURNMENT

The meeting adjourned at 6:59 p.m.

Attest:

_____ _____

Donna L. Bartle, City Clerk Curtis Ford, Mayor

Date Approved:_____

DRAFT

MINUTES
Regular City Commission Meeting
Monday, December 11, 2023 - 6:30 PM
Commission Chamber
City Hall, 800 Seminole Road
Atlantic Beach, FL 32233

INVOCATION AND PLEDGE OF ALLEGIANCE
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 - Seat 1
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:
William B. Killingsworth, City Manager (CM)
Jason Gabriel, City Attorney (CA)
Donna Bartle, City Clerk (CC)
Kevin Hogencamp, Deputy City Manager (DCM)
Ladayija Nichols, Deputy City Clerk (DCC)
Scott Williams, Public Works Director (PWD)

ATLANTIC BEACH ELEMENTARY PRESENTATION
The Atlantic Beach Elementary (ABE) Dolphin Chorus performed.

1 APPROVAL OF MINUTES

1A. Approve minutes of the Regular Commission Meeting held on October 9, 2023.

Mayor Ford asked if there were any corrections or changes needed. There were no corrections to the minutes. Mayor Ford stated the minutes stand as submitted.

1B. Approve minutes of the Town Hall meeting held on October 14, 2023.

Mayor Ford asked if there were any corrections or changes needed. There were no corrections to the minutes. Mayor Ford stated the minutes stand as submitted.

2. COURTESY OF FLOOR TO VISITORS

2.A. 2024 Donna Run Marathon (Amanda Napolitano, Executive Director of The DONNA Foundation)

DRAFT

Ms. Napolitano spoke about the 17th annual run on February 4, 2024 and answered questions from the Commission.

PUBLIC COMMENT

Mayor Ford explained the process for public comments and opened the Courtesy of the Floor to Visitors. CC Bartle called each speaker to the podium.

Karen Friedemann requested implementation of speed bumps in her neighborhood and expressed concerns about speeding.

Mark Gabrynowicz spoke about accomplishments of the Environmental Stewardship Committee (ESC) and the committee's future goals.

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (Dec. 2023 - Feb. 2024)

CM Killingsworth reported on this item as detailed in the agenda packet.

MOTION: Approve the 90-Day Calendar.

Motion: Michael Waters
Second: Bruce Bole

Mayor Ford briefly spoke about Arbor Day.

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

Motion passed 5 to 0.

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

Commissioner Bole

- Spoke about the Beaches Town Center Agency (BTCA) tree lighting. Mayor Ford inquired about having a backup date for this event in the future in case there are weather concerns. Commissioner Bole expressed that he would bring it up at the next BTCA meeting.

Commissioner Ring

- Reiterated Ms. Friedemann's comments and expressed that 60% of resident signatures would be needed.
- Requested an update on Dora Drive.
- Announced the City's Toy Drive and encouraged everyone to get their Luminaria kits.

DRAFT

Regarding Dora Drive, CM Killingsworth expressed that the contract was terminated based off of the contamination report. He requested feedback from the Commission on how they would like for him to proceed. There was a ***CONSENSUS*** to allow the CM to continue dialogue with the property owner and to provide a later update.

Mayor Ford

- Provided further comments about the Toy Drive and the Luminaria on December 23, 2023 and complimented Berkshire Hathaway for their work with this event.

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

6. CONSENT AGENDA

None.

7. COMMITTEE REPORTS

7.A. Appointments/Reappointments to Board Member Review Committee (BMRC)

MOTION: Approve appointments and reappointments to the Board Member Review Committee.

((1) Reappoint Mayor Curtis Ford as the Chair of the Board Member Review Committee (Member 1) for an additional one-year term beginning January 1, 2024 and ending December 31, 2024.

2) Reappoint Stephen Ditamore to serve on the Board Member Review Committee (Member 2) for an additional term beginning January 1, 2024 and ending December 31, 2026.

3) Appoint Sean Keane to serve as a new member of the Board Member Review Committee (Member 3) for the unexpired term beginning immediately and ending December 31, 2024.)

Motion: Jessica Ring
Second: Bruce Bole

Commissioner Ring asked if there were enough applicants to the Boards and Committees. Mayor Ford expressed that all positions are filled and that more applicants could be used to allow for more bench strength.

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

Motion passed 5 to 0.

7.B. Appointments/Reappointments to Various Boards and Committees

DRAFT

MOTION: Reappoint and appoint members as listed in the agenda staff report.

Motion: Candace Kelly
Second: Michael Waters

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

Motion passed 5 to 0.

8. ACTION ON RESOLUTIONS

8.A. RESOLUTION NO. 23-54

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE CITY TO CONTRACT WITH ACON CONSTRUCTION TO PERFORM DONNER PARK PICKLEBALL COURT UPGRADES; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the resolution.

CM Killingsworth reported on this item as detailed in the agenda packet.

MOTION: Approve Resolution No. 23-54.

Motion: Bruce Bole
Second: Jessica Ring

Commissioner Ring inquired about how much money was raised for the expansion of the pickleball courts. DCM Hogencamp informed that $4,000 was raised for improvements of the amenities at the park. Commissioner Kelly clarified that the money was raised through JAX Fray.

Commissioner Bole spoke about liability concerns and suggested that this should be addressed.

Commissioner Kelly informed that AB citizens can enroll in JAX Fray for a discount.

CM Killingsworth expressed that he has asked the Human Resources Director to look at other cities' liability policies and to produce a report to bring back in January.

DRAFT

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

Motion passed 5 to 0.

Mayor Ford inquired about when this project would start. PWD Williams expressed that the process will start with a requisition being put in and will continue from there.

8.B. RESOLUTION NO. 23-55

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE EXECUTION OF A PURCHASE AND SALE AGREEMENT (EXHIBIT A) BETWEEN THE CITY OF ATLANTIC BEACH AND WATCHCARE, INC., FOR THE PURCHASE OF 0.44+- ACRES OF REAL PROPERTY IN ATLANTIC BEACH AT 100 WEST FIRST STREET (PARCEL ID 170715-0000) FOR THE PRICE OF $700,000; DESIGNATING GENERAL FUND FUND BALANCE (RESERVE) FUNDS TO BE USED FOR THIS PURPOSE, PENDING THE APPROVAL OF A CORRESPONDING FISCAL YEAR 2023-24 BUDGET AMENDMENT; AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACTS, COMPLETE DUE DILIGENCE EFFORTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the resolution.

CM Killingsworth reported on this item as detailed in the agenda packet and answered questions from the Commission.

MOTION: Approve Resolution No. 23-55.

Motion: Bruce Bole
Second: Jessica Ring

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

Motion passed 5 to 0.

9. ACTION ON ORDINANCES

None.

DRAFT

10. MISCELLANEOUS BUSINESS

None.

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

CC Bartle

- Wished everyone a Merry Christmas and a Happy New Year.

12. CLOSING COMMENTS BY CITY COMMISSIONERS AND CITY MANAGER

Commissioner Kelly

- Requested a copy of the Mayors Council on Health and Well-Being report.

Commissioner Ring

- Wished everyone a Merry Christmas and a Happy New Year.
- Complimented the ABE Chorus.

Commissioner Waters

- Reminded everyone about the blood drive on Friday, December 15, 2023.
- Commended staff and expressed he is proud to be a part of the team.

Mayor Ford

- Thanked citizens for their patience during his tenure as Mayor.

CM Killingsworth

- Announced that there will be an employee luncheon on December 20, 2023 and that offices will be closed from 11:30 a.m. to 1:30 p.m.

13. ADJOURNMENT

The meeting adjourned at 7:29 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: December 12, 2023

MEETING DATE: January 8, 2024

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.

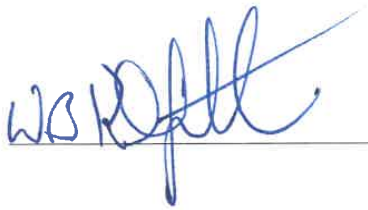
NOTES:

1) Arbor Day Flag Raising Ceremony will be held on Friday, Jan. 19 at 9 a.m. in front of the Police Department.
2) A Town Hall meeting is scheduled for 10 a.m. on Saturday, Jan. 20 in the Chamber.
3) A commission workshop is scheduled for Monday, Jan. 22 at 5:30 p.m. Subj: Chapter 24 and Comp Plan updates.
4) A Priority-Setting meeting is scheduled for Monday, Jan. 29 at 5:30 p.m. in the Chamber.

BUDGET: None

RECOMMENDATION: Approve the 90-Day Calendar for January – March 2024

ATTACHMENT: 1) Mayor and Commission 90-Day Calendar (January – March 2024)

REVIEWED BY CITY MANAGER: 

MAYOR AND COMMISSION

January 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 **City Offices Closed**	2	3	4 Code Enforcement Special Magistrate Mtg 2 pm	5	6
7 Farmers Market 10 am – 2 pm (Russell Park)	8 Commission Mtg 6:30 pm (Invoc-Ford)	9 ARCC Meeting 6 pm	10 ESC Tree Subcommittee 5:15 pm ESC Meeting 6pm	11	12	13
14 Farmers Market 10 am – 2 pm (Russell Park)	15 **City Offices Closed**	16 Community Development Board Mtg 6 pm	17 ESC Outreach Subcommittee Meeting 4:45 pm	18 STOP Committee Meeting 6 pm	19 Arbor Day Flag Raising Ceremony 9 am (PD Bldg)	20 Town Hall Meeting 10 am (Chamber)
21 Farmers Market 10 am – 2 pm (Russell Park)	22 Workshop (Chap 24/Comp Plan Updates - 5:30 pm Commission Mtg 6:30 pm (Invoc-Bole)	23	24 Charter Review Committee 6 pm	25 Sustainability & Resiliency Subcommittee Meeting 9 am	26	27
28 Farmers Market 10 am – 2 pm (Russell Park)	29 Priority Setting Meeting 5:30 pm (Chamber)	30 ARCC Workshop 1-4 pm	31			

MAYOR AND COMMISSION

February 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4 Farmers Market 10 am – 2 pm (Russell Park)	5	6	7	8 Pension Board Meetings 6:30 pm	9	10
11 Farmers Market 10 am – 2 pm (Russell Park)	12 Commission Mtg 6:30 pm (Invoc-Waters)	13 ARCC Meeting 6 pm	14 ESC Tree Subcommittee 5:15 pm ESC Meeting 6 pm	15 STOP Committee Meeting 6 pm	16	17
18 Farmers Market 10 am – 2 pm (Russell Park)	19 President's Day City Offices Closed	20 Community Development Board Mtg 6 pm	21 ESC Outreach Subcommittee 4:45 pm	22 Sustainability and Resiliency Subcommittee 9 am	23	24
25 Farmers Market 10 am – 2 pm (Russell Park)	26 Commission Mtg 6:30 pm (Invoc-Kelly)	27	28 Charter Review Committee 6 pm	29		

MAYOR AND COMMISSION

March 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3 Farmers Market 10 am – 2 pm (Russell Park)	4	5	6	7 Environmental Speaker Series 6 pm (Chamber)	8	9
10 Farmers Market 10 am – 2 pm (Russell Park)	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 (Russell Park)	18	19 CDBG Meeting 6 pm	20 Environmental Outreach Mtg 4:45 pm	21 STOP Committee 6 pm	22	23
24 Farmers Market 10 am – 2 pm (Russell Park)	25 Commission Meeting 6:30 pm (Invoc-Ford)	26	27	28 Sustainability and Resiliency Subcommittee 9am	29	30
31 Farmers Market 10 am – 2 pm (Russell Park)						

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Status update for the complete streets improvements on Ahern Street between Ocean Blvd. and East Coast Drive

SUBMITTED BY: Amanda Askew, Director of Planning, Community Development & Building

TODAY'S DATE: December 21, 2023

MEETING DATE: January 8, 2024

BACKGROUND: In 2023, Commission approved the expenditure of funds for transportation engineering services from Crawford, Murphy & Tilly, Inc. (CMT). The scope of the services included a design of complete streets improvements on Ahern Street between Ocean Blvd and East Coast Drive. Project items include roadway, pedestrian, and parking improvements.

Based on their engineering best practices, staff input and comments from the public (including the abutting property owners to the north), CMT designed a concept plan. Staff presented this concept plan to Commission in August. In late fall, staff met with the representatives for 299 Atlantic Blvd (the building with Ragtime, Homespun, AB Kitchen and T-Dubs) about upgrades to their rear parking lot. This parking lot is adjacent to Ahern St. and East Coast Dr. After collaboration, they have agreed to re-work their parking so that it will not access Ahern St. This will improve safety by reducing the number of conflicts between vehicles and pedestrians and allows additional on-street parking.

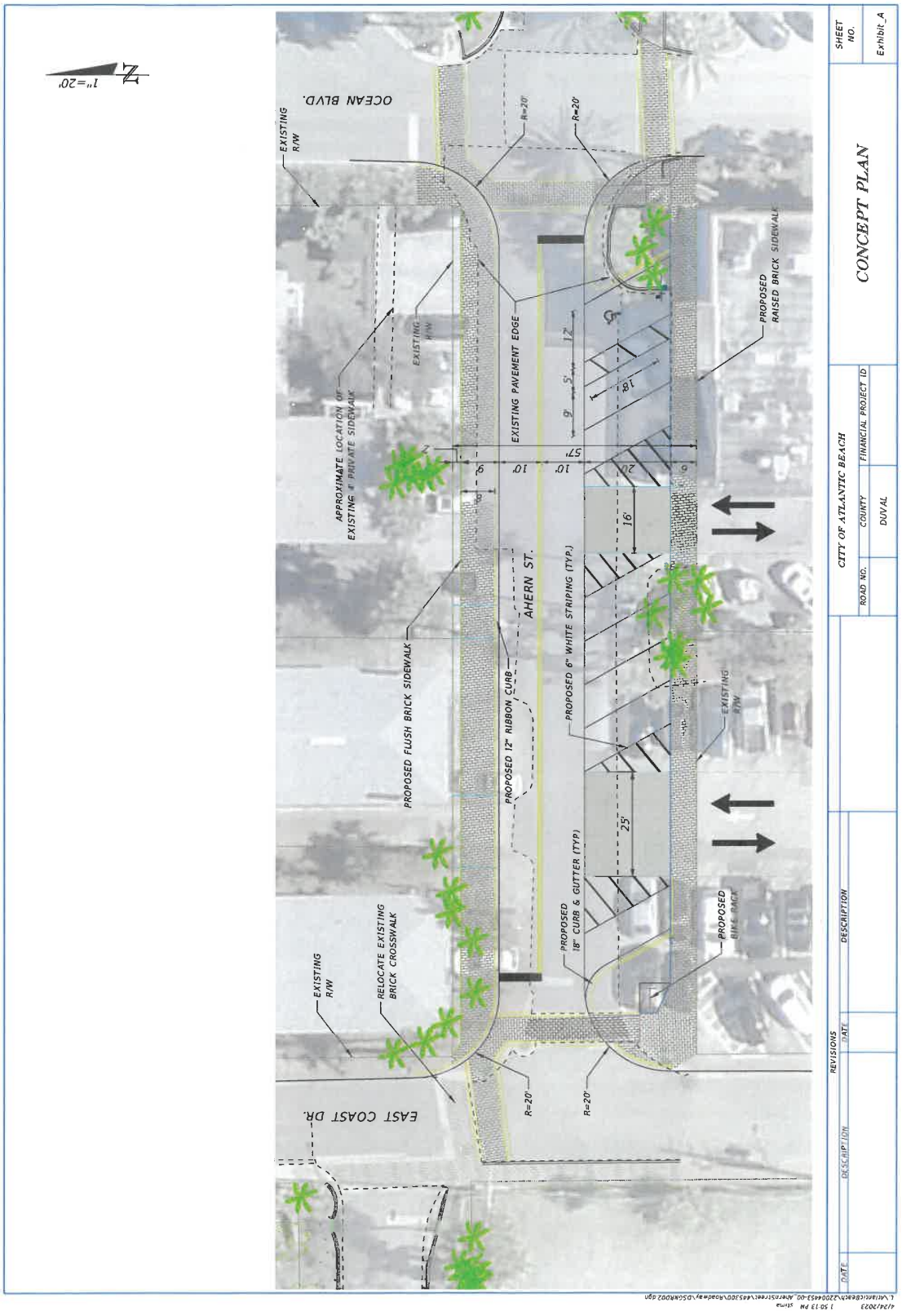
In the meantime, CMT has been reviewing Ahern St. They are now moving to the 60% complete drawings. These more detailed plans will incorporate street alignment, sidewalks, utilities, parking, curb cuts and the deletion of the curb cut for 299 Atlantic Blvd.

Attached is the concept plan they will begin design from. The major change will be the closure of the parking lot access on Ahern St. for the 299 Atlantic Blvd. building.

BUDGET: This project has already been funded.

ATTACHMENT: 1) Ahern St. Preferred Concept

REVIEWED BY CITY MANAGER:


CONCEPT PLAN
CITY OF ATLANTIC BEACH
ROAD NO.
COUNTY
DUVAL
FINANCIAL PROJECT ID
SHEET NO.
Exhibit_A
REVISIONS
DESCRIPTION
DATE
OCEAN BLVD.
EAST COAST DR.
AHERN ST.
EXISTING R/W
EXISTING PAVEMENT EDGE
APPROXIMATE LOCATION OF EXISTING 4' PRIVATE SIDEWALK
PROPOSED RAISED BRICK SIDEWALK
PROPOSED FLUSH BRICK SIDEWALK
PROPOSED 12" RIBBON CURB
PROPOSED 6" WHITE STRIPING (TYP.)
PROPOSED 18" CURB & GUTTER (TYP)
PROPOSED BIKE RACK
RELOCATE EXISTING BRICK CROSSWALK
R=20'
57'
10'
9'
5'
12'
18'
16'
25'
20'
1"=20'

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 24-01 authorizing the purchase and installation of Well 3W at Water Treatment Plant #3 at 902 Assisi Lane.

SUBMITTED BY: Troy Stephens, Public Utilities Director T.S.

TODAY'S DATE: December 21, 2023

MEETING DATE: January 8, 2024

BACKGROUND: The Well 3W at Water Treatment Plant #3 casing failed and was allowing sand intrusion. The City consulted with David Bolam from Saltus Engineering to determine the best location for the new well placement, and to prepare design plans and to perform permitting for the well.

Water Treatment Plant #3 is currently offline due to the failure of the casing.

Staff solicited proposals and two companies provided quotes. Partridge Well Drilling Company provided the lower of the 2 quotes at $302,930.00.

BUDGET: Adequate funds are available in the Public Utilities Fund Account No. 400-5502-533-6300. Project No. PU2318

RECOMMENDATION: Approve Resolution No. 24-01 authorizing the purchase and installation of the new well at Water Treatment Plant #3 in the amount of $302,930.00

ATTACHMENT(S):
1. Resolution No. 24-01
2. Quotes from Complete Services Well Drilling, INC., and Partridge Well Drilling Company
3. Photos of Water Treatment Plant #3 and Well

REVIEWED BY CITY MANAGER: WBK

RESOLUTION NO. 24-01

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE INSTALLATION OF A NEW WELL 3W AT THE WATER TREATMENT PLANT #3 AT 902 ASSISI LANE; 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, Well 3W at Water Treatment Plant #3 at 902 Assisi Lane casing failed and was allowing sand intrusion; and

WHEREAS, the City solicited proposals for the replacement of the well from Complete Services Well Drilling, INC. and Partridge Well Drilling Company; and

WHEREAS, Partridge Well Drilling Company provided a proposal to replace the well for $302,930.00; and

WHEREAS, funds are available in the Public Utilities Fund for this purpose in account number 400-5502-533-6300, for Project PU2318.

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 Manager to approve the purchase and installation of the new well.

Section 2. The City Commission hereby appropriates funds from City's Public Utilities Fund for this purpose.

Section 3. 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 4. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City of Atlantic Beach, this 8th day of January, 2024.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason R. Gabriel, City Attorney

Partridge Well Drilling
4744 Collins Road
Jacksonville, FL 32244
Phone (904) 269-1333

Rep **Merritt Partri**
Rep
(904) 355-3323

Date **11/30/2023** Contract # **45390**
Valid through **12/30/2023** Customer # **13808**

Established 1892

City of Atlantic Beach
1200 Sandpiper Rd.
Atlantic Beach, FL 32233

Site Site # **16322**

Contact Troy Stephens **Primary**
Office 904-247-5875 Home
Other Cell 588-4503

902 Assisi Ln - Plant #3 Atlantic Beach , FL - County **Duval**

Permit SJRWMD - Construction. Repair or Abandonment	1	$120.00	**$120.00**
16" Floridan Aquifer Well(+/-700' deep) with 24" Surface Casing	1	$284,960.00	**$284,960.00**

This proposal does not include:
1)Any horizontal piping
2)Any Consumptive Use Permitting
3) (2) 2" Well access ports as shown in the well drawings.
4)Bonding
5)Professional surveying or selecting the location of the well.

This proposal assumes:
1) Sediment pits will be dug onsite to contain drilling spoils and disposal of the drilling spoils can be dumped at another City of Atlatic Beach Property nearby.
2) Arteisan flow can be displaced onsite.

Schedule:

Remove turbine pump from old well. Cap old well. Reinstall in new well.	1	$17,850.00	**$17,850.00**

Price does not include any electrical wiring.
Price does not include any piping past the existing 8" gate valve at the pump discharge.
Price does not include manufacturers start up procedures.
Price does not include any specific capacity or APT testing.
Price does not include any pump repair parts. We will inspect the pump as it is being removed. If any damage is noted we will advise and make recommendations.

Total **$302,930.00**

****PRICE SUBJECT TO CHANGE UPON SITE EVALUATION AND PERMITTING****

A 50% deposit of $151,465.00 is required. $_____ Received on _____/_____/_____

THE BALANCE FOR EACH ITEM WILL BE DUE WHEN INVOICED. A service charge of 1.5% per month will be charged on past due accounts. Unless Buyer notifies Seller in writing within fifteen (15) days from date of invoice, it shall be presumed that goods and services are satisfactory and acceptable to Buyer. Buyer shall pay Seller's cost of collection including a reasonable attorney's fee at all levels of court. Owners Grant to Partridge Well Co., Inc. the right to enter upon and drive vehicles including heavy trucks, over his property to site using most efficient means of ingress and egress at sole discretion of Partridge Well Co., Inc. and agrees to release and save harmless Partridge Well Co., Inc. from any and all damage to said property and all equipment, fixtures or improvements located upon, on or under the ground. This proposal is subject to change unless signed, returned and order to proceed is given within 30 days. The above proposal is accepted at the prices and terms specified herein. It is agreed that the seller will retain title to any equipment or materials that may be furnished until final payment is made as agreed. The seller shall have rights to remove same and seller will be held harmless for any damages resulting from the removal thereof. This contract voids previous contract(s) with the same contract number. It is the owner's responsibility to identify and mark the location of any and all private utilities including but not limited to cables, wires, pipes, gas lines, septic tanks and drainfields etc. Owners agree to release and hold harmless Partridge Well Drilling Co. Inc. from any and all damages to said private utilities.

Merritt Partridge

_____	_____	___/___/___	_____	11/30/2023
Signature Owner/ Contractor	Print Name	Date	PWD Representative	Date

_____	_____	___/___/___
Signature Owner/ Contractor	Print Name	Date

Contract # 45390

Page 1 of 1

Complete Services Well Drilling, INC.
9785 WELL WATER ROAD
JACKSONVILLE, FL 32220 US
(904) 693-8635
cecil@jaxwelldrilling.com
www.jaxwelldrilling.com

Estimate

ADDRESS
City of Atlantic Beach

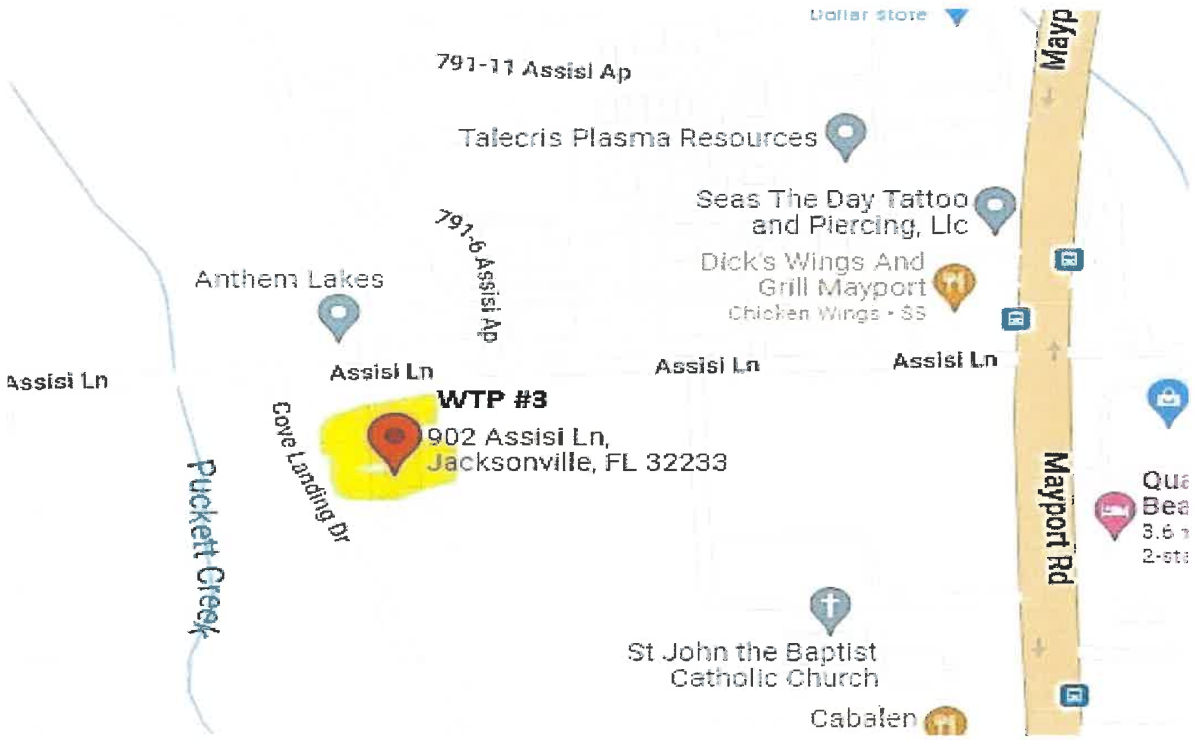
ESTIMATE # 2263
DATE 12/11/2023

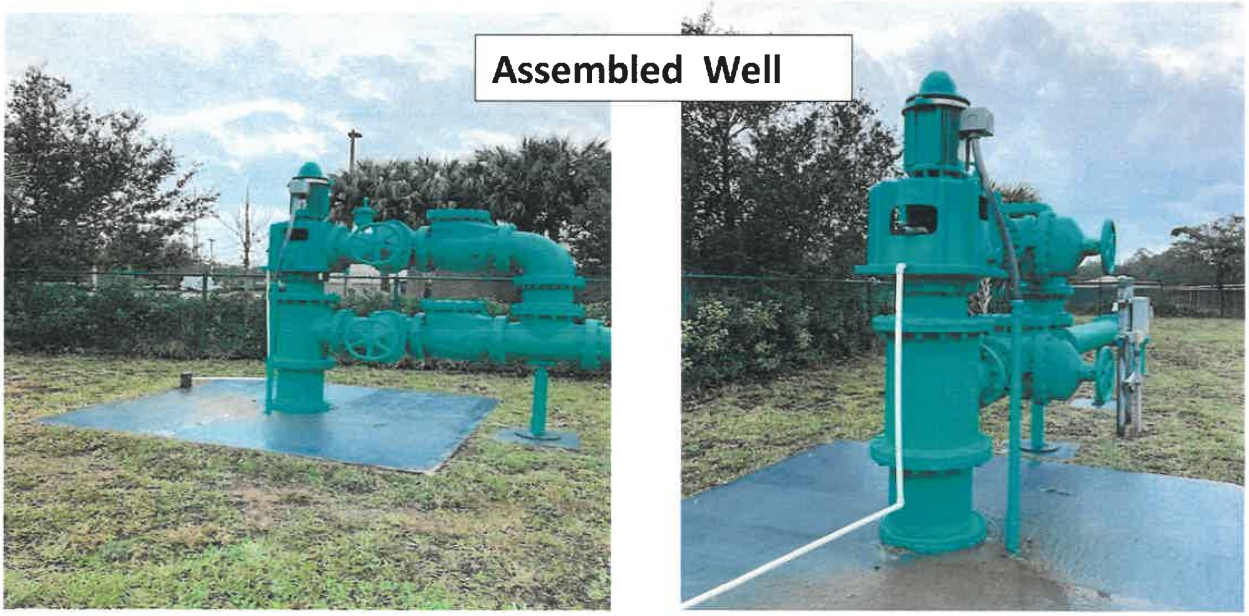
DATE	ACTIVITY	QTY	RATE	AMOUNT
	Services Jobsite: Assisi Road WTP replacement well Drill one 12-inch well and relocate existing VTP from current well. Assumptions: Electrical, header, and concrete pad work provided by others. Note: Option to increase to a 16-inch well would only be an additional $50,000.			446,412.00

TOTAL **$446,412.00**

Accepted By

Accepted Date


Dollar Store
791-11 Assisi Ap
Talecris Plasma Resources
Seas The Day Tattoo and Piercing, Llc
Dick's Wings And Grill Mayport
Chicken Wings · $$
791-6 Assisi Ap
Anthem Lakes
Assisi Ln
Assisi Ln
Assisi Ln
Assisi Ln
WTP #3
902 Assisi Ln, Jacksonville, FL 32233
Cove Landing Dr
Puckett Creek
Mayport Rd
St John the Baptist Catholic Church
Cabalen


Assembled Well

CITY OF ATLANTIC BEACH
COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 24-02 approving the extension of Suzanne Green as Special Magistrate for a term of one year

SUBMITTED BY: Amanda Askew, Director Planning, Community Development & Building

TODAY'S DATE: December 19, 2023

MEETING DATE: January 8, 2024

BACKGROUND: In 2019, City Commission adopted an ordinance replacing the Code Enforcement Board with a Special Magistrate. Commission's most recent selection, Ms. Suzanne Green, has served as special magistrate to hear matters regarding code enforcement, dangerous dog cases and other matters as may be necessary and applicable, since February 2021. Typically, the special magistrate hearings are every other month.

The Special Magistrate has the authority to hear and decide alleged violations of the following:

(1) City of Atlantic Beach Code of Ordinances, per Chapter 162, Florida Statutes and the provisions of the AB Code, each as may be amended.
(2) State of Florida Building Code, administration section of Chapter 553, Florida Statutes, as adopted by the State of Florida and by the city.
(3) International Property Maintenance Code as adopted by the city.
(4) All other local codes and ordinances as allowed by Chapter 162, Part 1., Florida Statutes, Local Government Code Enforcement Boards, as it may be amended from time to time.

The jurisdiction of the Special Magistrate is not exclusive. Any alleged violation of any of the provisions above may be pursued by appropriate remedy in court at the option of the administrative official whose responsibility it is to enforce that respective code or ordinance.

In accordance with Sec. 2-143(e) of the municipal code of the City of Atlantic Beach, the term of the special magistrate is for one year and may be extended for one-year terms by resolution of the City Commission.

BUDGET: Funding for special magistrate services was approved in the FY 2023-24 budget in account 001-1006-524.34-00 Code Enforcement-Other Contractual Services.

RECOMMENDATION: Staff recommends that City Commission approve Resolution No. 24-02.

ATTACHMENT: Resolution No. 24-02

REVIEWED BY CITY MANAGER: 

RESOLUTION NO. 24-02

A RESOLUTION OF THE CITY OF ATLANTIC BEACH EXTENDING THE TERM OF SUZANNE GREEN AS SPECIAL MAGISTRATE FOR ONE YEAR; 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 retained the Special Magistrate services of Suzanne Green as approved in Resolution No. 21-13; and

WHEREAS, the City of Atlantic Beach Code of Ordinances Sec. 2-143 (e) stipulates that the annual term of Special Magistrate may be extended upon adoption of a resolution of the City Commission; and

WHEREAS, the City of Atlantic Beach desires to extend Suzanne Green's term as Special Magistrate for one year; and

WHEREAS, the annual contract rate for Suzanne Green has remained unchanged since Suzanne Green was appointed as Special Magistrate for the City of Atlantic Beach; and

WHEREAS, the proposed renewal includes a $3000 annual increase.

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

Section 1. The City Commission hereby extends the term of Suzanne Green as Special Magistrate to perform Special Magistrate services.

Section 2. Funds are available for this purpose in Account No. 001-1006-524.34-00 Code Enforcement-Other Contractual Services.

Section 3. The City Manager is hereby authorized to execute the contract in accordance with and as necessary to effectuate the provisions of this Resolution.

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

PASSED AND ADOPTED by the City of Atlantic Beach this 8th day of January 2024.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to from and correctness:

_____
Jason Gabriel, City Attorney

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution 24-03 authorizing the expenditures of the Department of Environmental Protection (DEP) Grant, Department of Economic Opportunity Grant and a city match to perform a review and update of the City's coastal vulnerability assessment and adaptation plan and authorizing the city manager to execute contracts and associated purchase orders.

SUBMITTED BY: Amanda Askew, Director of Planning, Community Development & Building

TODAY'S DATE: December 18, 2023

MEETING DATE: January 8, 2024

BACKGROUND: The City of Atlantic Beach applied was awarded a grant for $65,000 from the Department of Environmental Protection (DEP) and a grant for $86,950 from the Department of Economic Opportunity (DEO) to review and update the city's Coastal Vulnerability Assessment and Adaptation Plan. The city's match will be $10,000.

The City has already completed a vulnerability assessment and developed a preliminary adaptation plan. The recommendations were documented in the City's *Coastal Vulnerability Assessment* and *Phase 1 Adaptation Plan* reports. These are living documents that need to continually be refined based on the best available data and the most recent guidance from the Florida Department of Environmental Protection (FDEP).

The city will work with Jones Edmunds in a professional series agreement to undertake this project. The scope of work includes making updates to the vulnerability assessment, conducting a marsh baseline survey, updating the adaptation plan, and conduct required public meetings. The work will also conform with Florida State Statute 380.093, which provides requirements for a standardized vulnerability assessment approach.

Like most grants, the money is reimbursed after the work is complete. Funds have been budgeted for this grant. The initial contract price with Jones Edmunds is $149,809, which is below the total amount allocated in the grant however; the savings can be put towards additional project modeling and/or additional public meetings if needed.

BUDGET: Up to $161,950 ($151,950 will be reimbursed by grants, city match $10,000)

RECOMMENDATION: Staff recommends that City Commission approve Resolution No. 24-03.

ATTACHMENT(S): 1) Resolution No. 24-03
2) Project Budget

LINK(S): *Jones Edmunds Professional Services Agreement*

REVIEWED BY CITY MANAGER:

RESOLUTION NO. 24-03

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE EXPENDITURE OF A $65,000 DEPARTMENT OF ENVIRONMENTAL PROTECTION GRANT, A $86,950 DEPARTMENT OF ECONOMIC OPPORTUNITY GRANT, AND $10,000 CITY FUNDS TO ENGAGE JONES EDMUNDS TO PERFORM A REVIEW AND UPDATE OF THE CITY'S COASTAL VULNERABILITY ASSESSMENT AND ADAPTATION PLAN; 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 was awarded a $65,000 Department of Environmental Protection (DEP) grant with a match of $10,000 from the City of Atlantic Beach to perform a review and update of the City's Coastal Vulnerability Assessment and Adaptation Plan; and

WHEREAS, the City of Atlantic Beach was awarded a $86,950 Department of Economic Opportunity (DEO) grant to perform a review and update of the City's Coastal Vulnerability Assessment and Adaptation Plan; and

WHEREAS, the City desires to engage Jones Edmunds to undertake this project at a cost of $149,809. The City has the option to add additional analysis based on the initial findings and/or add additional public meeting making the project cost increase however; not to exceed the total grant amount; and

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 expenditure of a $65,000 Department of Environmental Protection grant, $86,950 Department of Economic Opportunity Grant, and $10,000 in city funds to engage Jones Edmunds to perform a review and update of the City's Coastal Vulnerability Assessment and Adaptation Plan; and

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

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

PASSED AND ADOPTED by the City of Atlantic Beach, this 8th day of January, 2024.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

RFQ 22-01 Adaptation Planning Services

Task Authorization 1: Adaptation Planning Services

PROJECT BUDGET BY: Jarrod Hirneise Submitted: 7/5/2023

Title/Job Description	Project Officer	Project Manager	Senior Scientist	Engineer	Engineer Intern	GIS Analyst	Administrative Assistant	Subconsultant Fees	Other Direct Costs	Line Item Hours	Line Item Costs
Labor Rate	$95.00	$52.00	$51.00	$37.00	$31.00	$29.00	$29.00				
Hourly Rate (Labor x 150% OH x 10% Profit)	$261.25	$143.00	$140.25	$101.75	$85.25	$79.75	$79.75				
ELEMENT & TASK DESCRIPTIONS											
Task 1: Review and Update the City's Vulnerability Assessment	**24**	**80**	**83**	**92**	**120**	**92**	**6**	**$ 45,060**	**$4,925**	**497**	**$106,742**
1.1: Review Existing Vulnerability Assessment	2	8		4			1			15	$2,153
1.2: Data Collection	4	16		24	40	40	1			125	$12,455
1.3: Udated Inundation Models and Mapping	4	20		36	60	16	1	$ 25,060		137	$39,099
1.4: Marsh Baseline Survey	2	4	75	16	20	20	1	$ 20,000	$4,800	138	$41,421
1.5: Update Vulnerability Assessment	4	16	8	12		16	1			57	$7,032
1.6: Vulnerability Assessment Public Meeting	8	16					1		$125	25	$4,583
Task 2: Technical Assistance During Plan Development	**22**	**96**		**112**	**92**	**48**	**5**		**$125**	**375**	**$43,066**
2.1: Review Preliminary Adaptation Plan	2	8		4			1			15	$2,153
2.2: Sensitivity Analysis	4	20		32	52	16	1			125	$12,950
2.3: Adaptation Plan Alternatives and Ranking	4	36		60	40	16	1			157	$17,064
2.4: Adaptation Plan Public Meeting	8	16					1		$125	25	$4,583
2.5: Final Adaptation Plan	4	16		16		16	1			53	$6,317
Total Hours	46	176	83	204	212	140	11				
Total Costs	$12,018	$25,168	$11,641	$20,757	$18,073	$11,165	$877	$45,060	$5,050	872	$149,809