City of Atlantic Beach

Amended Agenda

Regular City Commission Meeting

Monday, February 26, 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 Meeting held on February 12, 2024. 5 - 39
2-12-24 Regular City Commission Draft Minutes

2. COURTESY OF FLOOR TO VISITORS

PUBLIC COMMENT

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (Mar. - May 2024) 41 - 44
90-Day Calendar (Mar. - May 2024)

* 3.B. Capital Improvement Plan

* 3.C. Reserve Impact

* 3.D. Ahern Project 45 - 48
Ahern Project

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

6. CONSENT AGENDA

None.

7. COMMITTEE REPORTS

7.A. Arts, Recreation, and Culture Committee

7.B. Reappointment to Police Officers' Pension Board of Trustees 49
Re-appointment to P-PBOT

8. ACTION ON RESOLUTIONS

* 8.A. **RESOLUTION NO. 24-10** 51 - 55

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING BID NO. 2324-03 FOR 20th STREET LIFT STATION ACCESS WIDENING; 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. 24-10

9. ACTION ON ORDINANCES

9.A. **ORDINANCE NO. 20-24-171, Public Hearing and Final Reading** 57 - 59

AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, AND PROVIDING AN EFFECTIVE DATE.

Ordinance No. 20-24-171

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, February 12, 2024 - 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. DCC Nichols 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)
Steve Swann, City Engineer (CE)
Victor Gualillo, Police Chief (PC)
Troy Stephens, Utilities Director (UD)

1 APPROVAL OF MINUTES

1A. Approve minutes of the Regular Commission Meetings held on October 23, 2023 and January 22, 2024.

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 Commission Workshop held on January 22, 2024.

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

Mayor Ford explained the process for public comments and opened the Courtesy of the Floor to Visitors.

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PUBLIC COMMENT

DCC Nichols called each speaker to the podium.

Joan Horn provided handouts to the Commission (which are attached hereto and made part of this Official Record as **Attachment A**). She spoke about the priority setting meeting and thanked Commission for their support.

Lenny Jevic expressed concerns about the homeless population in the Beaches Town Center.

Jayne Bohannon asked for suggestions regarding code enforcement letters she received.

Juliette A. Sleeper spoke about her compliance with code enforcement.
2-12-24 Attachment A

3. CITY MANAGER REPORTS

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

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

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

3.B.

- **Dora Street Update**
- **100 1st West Update**
- **0 Mayport Road Update**
- **CIP Update**

CM Killingsworth provided the following updates:

- Dora St. Update - Staff will continue to work on this project.
- 100 1st W St. Update - The City has the appraisal, building inspection, and the phase one environmental site assessment.
- 0 Mayport Road - Staff is looking to reject all bids and will take a look at how to move forward. Mayor Ford requested that the just and assessed value be restated. CM Killingsworth mentioned that he believes the appraised value was $75,000, the just value is the market value which includes less closing costs, which is $60,000, and the assessed value is believed to be $11,500.
- Capital Improvement Plan (CIP) Updates:

1. There's about $222,000 in dune walkover maintenance and staff is looking at rehabbing portions of 18th St.
2. The splash pad is $607,500, currently under construction, and estimated to be completed March or April of this year.
3. The pickleball court is $90,000, the contract has been awarded and staff has held a pre-construction meeting.
4. $200,000 has been set aside for the north fishing pier located at Dutton Island.

DRAFT

5. Dutton Island is $70,000 and staff has already graded part of the road and will be working on design improvements.
6. Tideviews Park will be getting new decking and handrails.
7. $550,000 is set aside for repaving and the City is in the process of getting a contract.
8. There's $125,000 set aside for sidewalk repairs.
9. Levy Road multi-use path is $609,000 and a notice has been sent to proceed for March 12, 2024.
10. The lifeguard station has $560,000 in the budget that came from City of Jacksonville. The design build estimate came out to approximately $1.2 million dollars. The challenge is the drive thru, without the drive thru, the bathrooms will be on the ground floor which means the opportunity to have a drive thru garage goes away. Staff has discussed the options of appropriating money from the reserves or reallocating the money from the Dora St. project for the lifeguard station. Staff is recommending the reallocation of the Dora St. funds rather than moving money from the reserves. The cost for this project continues to escalate, they're coming up 100% or more than what was budgeted, staff would like to lock in a price as soon as possible and start the project.
11. Public buildings rehab is $1.5 million, under construction, and there will be a forthcoming resolution to adjust this because the goal is to work within the existing budget.
12. Eight Day Door has been budgeted for $194,000, the grant has been approved, and the doors are on order.
13. Aquatic Gardens is a $2.6 million project that was placed out for bid and no bids were received. Contractors showed interest in wanting to do only one of the two specialized pieces of work. Staff will be bifurcating this project and placing them out for bid at the end of February.
14. Box Culver at Cutler's Drive is $82,000 and the RFQ is being evaluated.
15. The Public Works yard is $240,000, staff is planning on utilizing this budget to fund the rehab for the public works building, and this project will be pushed forward to the next budget year.
16. Staff is working on the contract for the annual drainage ditch maintenance to go out to bid.
17. Mary St. Drainage improvement is $371,000.

CM Killingsworth, CE Swann, and PC Gualillo answered questions from the Commission regarding the CIP updates.

The Commission recommended that CM Killingsworth have a survey done for the use of 100 West 1st St. and bring the results back. It was suggested that a percentage of where Dora Street and the lifeguard station would financially place the City be brought back, along with more information regarding these projects.

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

Commissioner Bole

- Mentioned that he looks forward to seeing the outcome of the budget impact of the CIP.

Commissioner Ring

DRAFT

- Thanked Public Works Director Scott Williams for work completed for her neighbor.
- Thanked CM Killingsworth and staff for the removal of the roundabout on 9th St.
- Thanked staff for the priority setting meeting.
- Thanked ARCC and ESC for their recommended goals. She thanked Linda Lanier for her work with the Commission and committees. She expressed that she liked how DCM Hogencamp displayed the goals from last year.

Commissioner Waters

- Thanked Planning and Community Development Director Amanda Askew, PC Gualillo, and CM Killingsworth for sending out tree trimming notices.
- He mentioned that residents asked if City cameras work and upon speaking with CM Killingsworth about this, he confirmed that they did.
- He spoke about ticket concerns that occurred in the parking lot behind Ragtime.
- He spoke about homelessness concerns.

Mayor Ford

- Addressed homelessness concerns and expressed that he would meet with CM Killingsworth and PC Gualillo about this issue. He is requesting that they consider other remedies for this issue.
- Shared that he spoke with Mayor Donna Deegan's administration about the interlocal agreement.

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

6. CONSENT AGENDA

None.

7. COMMITTEE REPORTS

7.A. Safety, Traffic and Parking Committee (STOP)

Richard Arthur, Chair of the STOP Committee provided updates as detailed in a handout (which is attached hereto and made part of this Official Record as **Attachment B**). The Commission thanked Mr. Arthur and asked questions.

CM Killingsworth announced that the Arts, Recreation, and Culture Committee would present at the next Commission meeting.

2-12-24 Attachment B

8. ACTION ON RESOLUTIONS

8.A. RESOLUTION NO. 24-05

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING TWO VEHICLES AS SURPLUS AND AUTHORIZING THE PUBLIC WORK DEPARTMENT TO PURCHASE TWO NEW TRUCKS; 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.

DRAFT

Mayor Ford read the title of the resolution.

CM Killingsworth explained as detailed in the agenda packet.

MOTION: Approve (Resolution No.) 24-05.

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.

8.B. RESOLUTION NO. 24-06

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE PURCHASE AND INSTALLATION OF THREE (3) HIGH MAST LIGHT POLES AT THE WASTEWATER TREATMENT PLANT; 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 as detailed in the agenda packet.

MOTION: Adopt Resolution No. 24-06 as read.

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.C. RESOLUTION NO. 24-07

DRAFT

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING BID NO. 2324-02 FOR BUCCANEER LIFT STATION FLOOD PROOFING; 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 as detailed in the agenda packet.

MOTION: Approve Resolution No. 24-07.

Motion: Jessica Ring
Second: Candace Kelly

Mayor Ford inquired about lift station flooding. CM Killingsworth explained that electrical panels that operate the pumps would be lost and the sewage would back up. PUD Stephens confirmed this information.

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

Motion passed 5 to 0.

8.D. RESOLUTION NO. 24-08
A RESOLUTION OF THE CITY OF ATLANTIC BEACH AUTHORIZING THE MAYOR TO EXECUTE FEDERALLY-FUNDED SUBAWARD AND GRANT AGREEMENT NUMBER Z4086 AND ANY AMENDMENTS THERETO; AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the resolution.

CM Killingsworth explained as detailed in the agenda packet.

MOTION: Adopt Resolution No. 24-08.

Motion: Michael Waters
Second: Bruce Bole

Curtis Ford	***For***
Bruce Bole (Seconded By)	***For***
Michael Waters (Moved By)	***For***

DRAFT

Candace Kelly	***For***
Jessica Ring	***For***

Motion passed 5 to 0.

8.E. RESOLUTION NO. 24-09

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING CHANGE ORDERS FOR THE PUBLIC WORKS BUILDING RENOVATIONS PROJECT; 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 explained as detailed in the agenda packet.

MOTION: Approve Resolution (No.) 24-09.

Motion: Bruce Bole
Second: Michael Waters

Mayor Ford expressed his support for the resolution.

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

Motion passed 5 to 0.

9. ACTION ON ORDINANCES

9.A. ORDINANCE NO. 20-24-171

AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, AND PROVIDING AN EFFECTIVE DATE.

Mayor Ford read the title of the ordinance.

CM Killingsworth explained as detailed in the agenda packet.

MOTION: Approve Ordinance No. 20-24-171 (on first reading).

Motion: Jessica Ring
Second: Candace Kelly

DRAFT

Commissioner Bole expressed his support for the ordinance and inquired about where the money would come from. CM Killingsworth confirmed that it would come from the reserve and that he would attempt to give a percentage for each of the permutations. Commissioner Bole expressed that he would like to know the reserve percentage and the use of the building.

Commissioner Kelly expressed her support for the ordinance.

Commissioner Waters mentioned that he would like more information on the topics mentioned in the ordinance. Mayor Ford explained the options the Commission has regarding making decisions on these topics.

Commissioner Ring expressed her support for the lifeguard station because of the importance of public safety. She inquired about staff recommendations regarding the lifeguard station. CM Killingsworth explained that it was his preference that the Commission was provided an option that would allow the City to stay within the adopted budget. He mentioned that a third option could be, to not move forward with 100 West St.; however, it was not recommended because there was already an appropriation for the Dora project. Commissioner Ring expressed her concerns with the Dora project and asked about the timing of the project. CM Killingsworth expressed that he could not provide a response due to the counter proposal either being accepted or rejected and then reaching a consensus on the project. Mayor Ford explained that clarification would be provided once the impacts of each of the three projects are provided by CM Killingsworth.

Commissioner Bole explained that this is the first reading of the ordnance and that no final decisions are being made at this time.

Commissioner Kelly explained that the Dora project is a part of an existing CIP and that the Commission is acting early regarding the project.

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

DRAFT

- Thanked Mr. Arthur for his work.

Commissioner Kelly

- Expressed gratitude for the STOP Committee efforts.

Commissioner Ring

- Thanked Mr. Arthur and CM Killingsworth for their work regarding the STOP Committee.

Mayor Ford

- Expressed his excitement for the success of the farmers market.
- Spoke about the forthcoming pickleball courts.

13. ADJOURNMENT

The meeting adjourned at 8:08 p.m.

Attest:

_____ _____

Donna L. Bartle, City Clerk Curtis Ford, Mayor

Date Approved:_____

DRAFT

Attachment A to
2-12-24 Minutes

2/12/24 - J. Horn

joan joanhorn.com

From:	joan joanhorn.com
Sent:	Sunday, February 11, 2024 10:51 AM
To:	electedofficials@coab.us
Cc:	Sarah Boren
Subject:	Riparian or Vegetative Buffer Zone at the ICW
Attachments:	Florida Statute 163.3202.pdf

Hello All – I will be speaking on this topic tomorrow night and wanted everyone to be on the same page as we start off. First of all, it is important that everyone know what a buffer is according to the City of Atlantic Beach. Below is Amanda's response to me on that question.

50-foot buffer:
The comp plan sets the goals, policies and objectives and we use the zoning code to implement them. The codes (24-241) only require the 50' foot buffer for newly created lots after 2010. Existing lots of records are exempt from the 50' but have to meet a 25' buffer. "In cases where the minimum twenty-five-foot buffer is demonstrated to be unreasonable or impractical, an averaged twenty-five-foot undisturbed buffer with a minimum no less than fifteen (15) feet may be provided."

My comments in this regard - This buffer is measured at the high water mark at a certain date in time.

So, what is wrong with this concept?

1. The idea seems to originate from Florida Statute 163.3202. That statute is referenced in the draft of the 2030 Comprehensive plan under the Conservation and Coastal Management Element of the plan. Under Policy D.1.5.1 the plan states

"In accordance with Section 163.3202, Florida Statutes, the City shall maintain within its Land Development Regulations establish the following:...

(b) A buffer zone of natural vegetation around wetland and deepwater habitats."

The big problem here is that Section 163.3202 does not anywhere mention a buffer zone.

I have attached a copy of that statute for your reference.

2. The high water mark moves. In fact on my property it has encroached 10 feet inland toward my land in the last 15 years. While a concept of a buffer zone may work just fine when talking about inland parks, the whole idea falls apart when the line for the buffer zone is moving, especially inward, engulfing more and more of land owners land.

3. There has been a natural buffer zone between me and the water that has eroded by 10 feet over the last 15 years, due to lack of shoring up the land. The natural buffer zone does not stop erosion, which is our number one problem today.

4. The buffer zone would be policed by the city to make sure everyone is in compliance with the regulation. No one on the marsh wants that.

1

I have spoken to several clients of mine that live on the ICW in Marsh Landing, one is an attorney. They assure me no such regulation is being proposed in Marsh Landing, and if it were would be soundly defeated for the reasons above, but most importantly because of eminent domain, which I will speak more about tomorrow.

Thank You - Joan

Over $250 Million Sold!
Joan Horn MBA/Broker/Owner

Coastal Homes Realty
890 Begonia Street
Atlantic Beach, FL 32233
Cell: (904) 509-4381
E-mail: joan@joanhorn.com

**Attachment A to
2-12-24 Minutes**

Select Year: 2023 Go

The 2023 Florida Statutes (including Special Session C)

Title XI
COUNTY ORGANIZATION AND INTERGOVERNMENTAL RELATIONS

Chapter 163
INTERGOVERNMENTAL PROGRAMS

View Entire Chapter

163.3202 Land development regulations.—

(1) Within 1 year after submission of its comprehensive plan or revised comprehensive plan for review pursuant to s. 163.3191, each county and each municipality shall adopt or amend and enforce land development regulations that are consistent with and implement their adopted comprehensive plan.

(2) Local land development regulations shall contain specific and detailed provisions necessary or desirable to implement the adopted comprehensive plan and shall at a minimum:

(a) Regulate the subdivision of land.

* (b) Regulate the use of land and water for those land use categories included in the land use element and ensure the compatibility of adjacent uses and provide for open space.

* (c) Provide for protection of potable water wellfields.

* (d) Regulate areas subject to seasonal and periodic flooding and provide for drainage and stormwater management.

* (e) Ensure the protection of environmentally sensitive lands designated in the comprehensive plan. * what are they?

(f) Regulate signage.

(g) Provide that public facilities and services meet or exceed the standards established in the capital improvements element required by s. 163.3177 and are available when needed for the development, or that development orders and permits are conditioned on the availability of these public facilities and services necessary to serve the proposed development. A local government may not issue a development order or permit that results in a reduction in the level of services for the affected public facilities below the level of services provided in the local government's comprehensive plan.

(h) Ensure safe and convenient onsite traffic flow, considering needed vehicle parking.

(i) Maintain the existing density of residential properties or recreational vehicle parks if the properties are intended for residential use and are located in the unincorporated areas that have sufficient infrastructure, as determined by a local governing authority, and are not located within a coastal high-hazard area under s. 163.3178.

(j) Incorporate preexisting development orders identified pursuant to s. 163.3167(3).

(3) This section shall be construed to encourage the use of innovative land development regulations which include provisions such as transfer of development rights, incentive and inclusionary zoning, planned unit development, impact fees, and performance zoning. These and all other such regulations shall be combined and compiled into a single land development code for the jurisdiction. A general zoning code shall not be required if a local government's adopted land development regulations meet the requirements of this section.

(4) The state land planning agency may require a local government to submit one or more land development regulations if it has reasonable grounds to believe that a local government has totally failed to adopt any one or more of the land development regulations required by this section. Once the state land planning agency determines after review and consultation with local government whether the local government has adopted regulations required by this section, the state land planning agency shall notify the local government in writing within 30 calendar days after receipt of the regulations from the local government. If the state land planning agency determines that the local government has failed to adopt regulations required by this section, it may institute an

action in circuit court to require adoption of these regulations. This action shall not review compliance of adopted regulations with this section or consistency with locally adopted plans.

(5)(a) Land development regulations relating to building design elements may not be applied to a single-family or two-family dwelling unless:

1. The dwelling is listed in the National Register of Historic Places, as defined in s. 267.021(5); is located in a National Register Historic District; or is designated as a historic property or located in a historic district, under the terms of a local preservation ordinance;
2. The regulations are adopted in order to implement the National Flood Insurance Program;
3. The regulations are adopted pursuant to and in compliance with chapter 553;
4. The dwelling is located in a community redevelopment area, as defined in s. 163.340(10);
5. The regulations are required to ensure protection of coastal wildlife in compliance with s. 161.052, s. 161.053, s. 161.0531, s. 161.085, s. 161.163, or chapter 373;
6. The dwelling is located in a planned unit development or master planned community created pursuant to a local ordinance, resolution, or other final action approved by the local governing body before July 1, 2023; or
7. The dwelling is located within the jurisdiction of a local government that has a design review board or an architectural review board created before January 1, 2020.

(b) For purposes of this subsection, the term:

1. "Building design elements" means the external building color; the type or style of exterior cladding material; the style or material of roof structures or porches; the exterior nonstructural architectural ornamentation; the location or architectural styling of windows or doors; the location or orientation of the garage; the number and type of rooms; and the interior layout of rooms. The term does not include the height, bulk, orientation, or location of a dwelling on a zoning lot; or the use of buffering or screening to minimize potential adverse physical or visual impacts or to protect the privacy of neighbors.
2. "Planned unit development" or "master planned community" means an area of land that is planned and developed as a single entity or in approved stages with uses and structures substantially related to the character of the entire development, or a self-contained development in which the subdivision and zoning controls are applied to the project as a whole rather than to individual lots.

(c) This subsection does not affect the validity or enforceability of private covenants or other contractual agreements relating to building design elements.

(6) Land development regulations relating to any characteristic of development other than use, or intensity or density of use, do not apply to Florida College System institutions as defined in [1]s. 1000.21(5).

(7) The state land planning agency shall adopt rules for review and schedules for adoption of land development regulations.

History.—s. 14, ch. 85-55; s. 12, ch. 86-191; s. 14, ch. 93-206; s. 7, ch. 95-322; s. 6, ch. 96-416; s. 5, ch. 98-146; s. 20, ch. 2009-96; s. 188, ch. 2010-102; s. 6, ch. 2011-4; s. 6, ch. 2011-15; s. 1, ch. 2014-218; s. 6, ch. 2019-165; s. 1, ch. 2021-201; s. 3, ch. 2023-31; s. 3, ch. 2023-115.

[1]**Note.**—Substituted by the editors for a reference to s. 1000.21(3) to conform to the redesignation of subsections in that section by s. 136, ch. 2023-8.

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Attachment A to
2-12-24 Minutes

CITY OF ATLANTIC BEACH

INVITATION TO BID

FOR

SALE OF SURPLUS PROPERTY LOCATED AT

0 MAYPORT ROAD
JACKSONVILLE, FL 32233

BID 2324-04

OFFICE OF PROCUREMENT

November 2023

RESPONSES DUE BY: Thursday, January 11, 2024

Bid 2324-04
Sale of Surplus Property

INVITATION TO BID

CITY OF ATLANTIC BEACH, FL

Bid 2324-04

Sale of Surplus Property Located at
0 Mayport Road, Jacksonville, FL 32233

INTRODUCTION

The City of Atlantic Beach, FL is seeking competitive bids for the acquisition of land located at 0 Mayport Road, Jacksonville, FL 32233 (the "Property"). The Property is more specifically described on Exhibit A - Legal Description, Exhibit B1 and B2 – Maps of Location, and Exhibit C, Pages 1 -4, Deed to Property that is attached hereto. The Property is currently owned by the City of Atlantic Beach, a municipality of the State of Florida. The City Commission of Atlantic Beach has determined that the land is no longer needed for current or future operations of the City, and has authorized the sale of the Property to the person or entity that submits the most advantageous proposal to the City.

BACKGROUND

The City of Atlantic Beach (City) acquired the land as part of the Buccaneer utility acquisition. While the Property is owned by the City, it is located within the limits of the City of Jacksonville, Florida. It is also situated adjacent to the existing Kathryn Abbey Hanna Park that is managed by the City of Jacksonville. It has been determined that this land is of no use to the City.

The selection of the successful respondent will be by competitive process as described throughout these specifications.

PROPERY INFORMATION

The Property is a vacant, wooded area located at 0 Mayport Road, Jacksonville, FL 32233, and is identified as Parcel RE #168355-0030 in Duval County comprising of approximately 0.6 acres. The Property can be accessed from the Old Sherry Drive right-of-way on the east side of the property, which terminates at Pioneer Drive. There are no improvements or utilities on the Property.

Each respondent to this Invitation to Bid (ITB) is responsible for conducting its own due diligence on the Property. The Property will be sold "AS IS." There are no warranties expressed or implied by the City.

SUBMITTAL DEADLINE

All responses to this INT (each, a "Response") must be submitted in a sealed envelope hard copy (one (1) original) no later than 2:45 p.m. Eastern Time, **Thursday, January 11, 2024**. Responses received after this time and date will not be considered. Please address the Response to:

Patty Drake
Procurement Manager
City of Atlantic Beach
800 Seminole Road
Atlantic Beach, FL 32233

The City of Atlantic Beach reserves the right to reject any and all bids, to waive informalities, to re-advertise, and to enter into a contract determined to be in its best interest of the City.

Bid 2324-04
Sale of Surplus Property

INQUIRIES

Prospective Respondents must submit inquiries regarding this ITB via email, in writing to:

Patty Drake
Procurement Manager
City of Atlantic Beach
Email: pdrake@coab.us

Only inquiries received in writing will receive a response. All such written inquiries must be delivered by 4:00 p.m., Thursday, January 04, 2024. Inquiries received after such date and time will not be considered and will not receive a response. The City will publish all received written inquires and the City's responses to those inquires as an Addendum to this ITB on the City's website (https://coab.us/bids) on or before the close of business on Friday, January 05, 2024.

SALE OVERVIEW

The City is seeking an outright sale of the Property and does not desire any on-going participation in the future ownership of the Property. The City plans to award the sale to the Respondent that submits the proposal that is most advantageous to the City, however it reserves the right to reject any and all proposals for any reason. The City also reserves the right to amend this ITB and the process itself, or to discontinue this process at any time.

The City's intent is to enter into a sales contract with the successful Respondent and will convey the Property by quit claim deed.

The City makes no representation of any kind concerning condition of the property, including the environmental condition of the property. Bidder at its own expense shall be permitted to have the property inspected for environmental contamination prior to submission of proposal. If bidder fails to cause such inspection to be made or submits a bid subsequent to such inspection, bidder agrees it will bring no action of suits against the City for or as a result of environmental contamination of the property. When used "herein" the term "property" shall include all aspects of the property, such as, but not limited to, the soils and groundwater beneath it.

INSTRUCTION TO BIDDERS

The City of Atlantic Beach invites bids for the purchase of the Property on the attached Bid Form. Bids will be publicly opened at the City of Atlantic Beach Commission Chambers, 800 Seminole Road, Atlantic Beach, FL 32233. Bids will be accepted until 2:45 PM, THURSDAY, JANUARY 11, 2024. Thereafter, bids will be opened at 3:00 PM. Respondents may attend the bid opening, but attendance is not required.

Each bidder shall be responsible for complying with the conditions below, and submitting the required documentation as described:

1. Documents to be Submitted: Respondents are required to submit bids using the City supplied Bid Form, and must be completed in full. The name of the Respondent must not be an alias.

2. Identity of Respondents: The proposal as submitted shall state the name of the proposed purchaser, whether an individual, partnership or corporation. This shall include the full names and addresses of all parties who will be the principal investors or owners of the property and who will become party to any contract or agreement.

3. Purchase Price: The bidders must state their proposed purchase price and terms in both words and numerals.

Bid 2324-04
Sale of Surplus Property

4. Affirmation of Understanding: The bidders must affirm that they have read this Request for Bids, inspected the property, and understand the intents and purposes of the City in this land sale.

5. Financial Capability: Each bidder must be able to show evidence that they possess the financial capability to acquire the property. Said evidence may be in the form of financial statements or other documented evidence which will clearly display both the financial capability to acquire the property.

6. Bid Security: Each bid must be accompanied by a certified check in the amount of Ten Thousand Dollars ($10,000.00). Such certified check will be used as a non-refundable deposit toward the purchase price of the property as soon as the City Commission approves the sale of the Property. All bid deposits will be returned to the unsuccessful Respondents immediately upon approval of the successful bidder by the City Commission. If the successful bidder shall neglect or refuse to execute a contract within sixty (60) days after written notice by the City that the bid has been accepted, the amount of the bid deposit shall be forfeited to the City as liquidated damages for such refusal. The City will pay no commissions or fees to brokers.

7. The property is being sold "AS IS", cash offers only. It shall be the responsibility of the Buyer to pay all closing costs, including recordation fees and taxes normally paid by a City.

8. Purchase Agreement, Closing and Performance: The successful Respondent will be expected to suggest a proposed closing date in the proposal that may be subject to change by the City. The closing will require execution of all legal documents, purchase agreements and contracts as may be required to consummate a complete sale. The City will convey the Property by quit claim deed. Upon conveyance, the property may be subject to taxation, as well as federal, state and municipal laws; easements and restrictions of record.

9. Withdrawal of Bids: Bids may not be withdrawn for a period of sixty (60) calendar days after the date of opening unless the consent of the City is given. Negligence on the part of the bidder in preparing the bid confers no right for withdrawal of the bid after it has been opened.

10. Approval by the City of Atlantic Beach: It shall be the sole determination of the City as to which bid is the most acceptable. The award may not necessarily go to the highest bidder. Financial capability may be equally or more important to the City. The City reserves the right to reject the highest bidder and/or further the right to reject any or all bids.

11. Ownership and Bid Signatures – All bids must contain the complete legal names and signatures of the bidders, whether an individual, partnership or corporation, who are to become the legal owners and who are proposing to acquire the Property. These should be the persons who will have an interest in the Title to said property and who will be involved in the complete execution of all Title work and other legal documentation that will be necessary to properly complete the transaction of sale agreements. All bid proposals must contain the full signatures of the parties having an interest in said bid proposals, be dated and witnessed and contain the full legal address and telephone number of all parties connected therewith.

12. Within a reasonable time (not to exceed sixty (60) days) after the notification of its selection, the City and the successful Respondent will negotiate and execute a Purchase and Sale Agreement. The City anticipates announcing the successful Respondent at the Monday, January 22, 2024 Commission meeting. The Purchase and Sale Agreement shall be on a form with terms and conditions approved by the City of Atlantic Beach, and subject to City Commission approval.

Bid 2324-04
Sale of Surplus Property

BID PROPOSAL FORM

INVITATION TO BID 2324-04
SALE OF SURPLUS PROPERTY
DUE: 2:45 PM THURSDAY, JANUARY 11, 2024

Patty Drake
Purchasing Agent
800 Seminole Road
Atlantic Beach, FL 32233

The undersigned, as bidder, hereby declares that he/she has examined the Instructions to Bidders for Bid 2324-04: Sale of Surplus Property, and that he/she has/has not inspected the property and agrees to accept it "AS IS" without warranty by the Seller as to its condition, value or usefulness for any purpose, except as may be stated in the Instruction to Bidders.

The undersigned hereby agrees to purchase the Property as per the City of Jacksonville, Florida's legal description, and located in the City of Jacksonville upon the terms and conditions stated in the Instructions to Bidders for the sum of

$_____

Enter dollar amount in writing: _____

A cashier's check, or certified check or made payable to the CITY OF ATLANTIC BEACH, for the sum of $10,000.00, is attached and will be applied to the purchase price if the undersigned is the successful bidder.

The undersigned further agrees, upon written acceptance of this bid and within the specified time, that he/she will pay the balance of the purchase price upon delivery of the deed. Should the successful bidder fail to pay the balance of the purchase price, the sale will be declared void by the City of Atlantic Beach and the bid deposit will be forfeited and retained as liquidated damages and not as a penalty. The next most advantageous bidder may be notified and offered the Property.

By: _____ Title: _____

Firm: _____ Address: _____
(if applicable)

Telephone: _____ E-mail: _____

Date: _____

NOTE: The face of delivered bid package/envelope must bear the words "BID 2324-04: SALE OF SURPLUS PROPERTY, JANUARY 11, 2024".

5

Attachment A to
2-12-24 Minutes

Bid 2324-04: Exhibit A - Legal Description

CITY OF ATLANTIC BEACH
ATTN: FINANCE DIRECTOR
800 SEMINOLE RD
ATLANTIC BEACH, FL 32233-

Primary Site Address
0 MAYPORT RD
Jacksonville FL 32233

Official Record Book/Page
03710-00201

Tile #
9405

0 MAYPORT RD

Property Detail

RE #	168355-0030
Tax District	GS
Property Use	8000 Vacant Governmental
# of Buildings	0
Legal Desc.	For full legal description see Land & Legal section below
Subdivision	00000 SECTION LAND
Total Area	26190

The sale of this property may result in higher property taxes. For more information go to Save Our Homes and our Property Tax Estimator . 'In Progress' property values, exemptions and other supporting information on this page are part of the working tax roll and are subject to change. Certified values listed in the Value Summary are those certified in October, but may include any official changes made after certification Learn how the Property Appraiser's Office values property.

Value Summary

Value Description	2023 Certified	2024 In Progress
Value Method	CAMA	CAMA
Total Building Value	$0.00	$0.00
Extra Feature Value	$0.00	$0.00
Land Value (Market)	$67,313.00	$67,313.00
Land Value (Agric.)	$0.00	$0.00
Just (Market) Value	$67,313.00	$67,313.00
Assessed Value	$10,692.00	$11,761.00
Cap Diff/Portability Amt	$56,621.00 / $0.00	$55,552.00 / $0.00
Exemptions	$10,692.00	See below
Taxable Value	$0.00	See below

Taxable Values and Exemptions – In Progress
If there are no exemptions applicable to a taxing authority, the Taxable Value is the same as the Assessed Value listed above in the Value Summary box.

County/Municipal Taxable Value	
Assessed Value	$11,761.00
City of Atlantic Beach (917)	- $11,761.00
Taxable Value	**$0.00**

SJRWMD/FIND Taxable Value	
Assessed Value	$11,761.00
City of Atlantic Beach (917)	- $11,761.00
Taxable Value	**$0.00**

School Taxable Value	
Assessed Value	$11,761.00
City of Atlantic Beach (917)	- $67,313.00
Taxable Value	**($55,552.00)**

Sales History

Book/Page	Sale Date	Sale Price	Deed Instrument Type Code	Qualified/Unqualified	Vacant/Improved
03710-00201	1/21/1974	$30,000.00	WD - Warranty Deed	Unqualified	Vacant
04312-00372	1/4/1977	$100.00	WD - Warranty Deed	Unqualified	Vacant
05453-00946	11/13/1981	$100.00	QC - Quit Claim	Unqualified	Vacant
05969-01466	6/3/1985	$100.00	SW - Special Warranty	Unqualified	Vacant

Extra Features
No data found for this section

Land & Legal

Land

LN	Code	Use Description	Zoning Assessment	Front	Depth	Category	Land Units	Land Type	Land Value
1	0101	RES MD 8-19 UNITS PER AC	PUD	120.00	217.00	Common	26,040.00	Square Footage	$67,313.00

Legal

LN	Legal Description
1	37-2S-29E
2	S/D DEWEES GRANT
3	PT LOT 3 RECD O/R BK 5969-1466
4	DIV 3

Buildings
No data found for this section

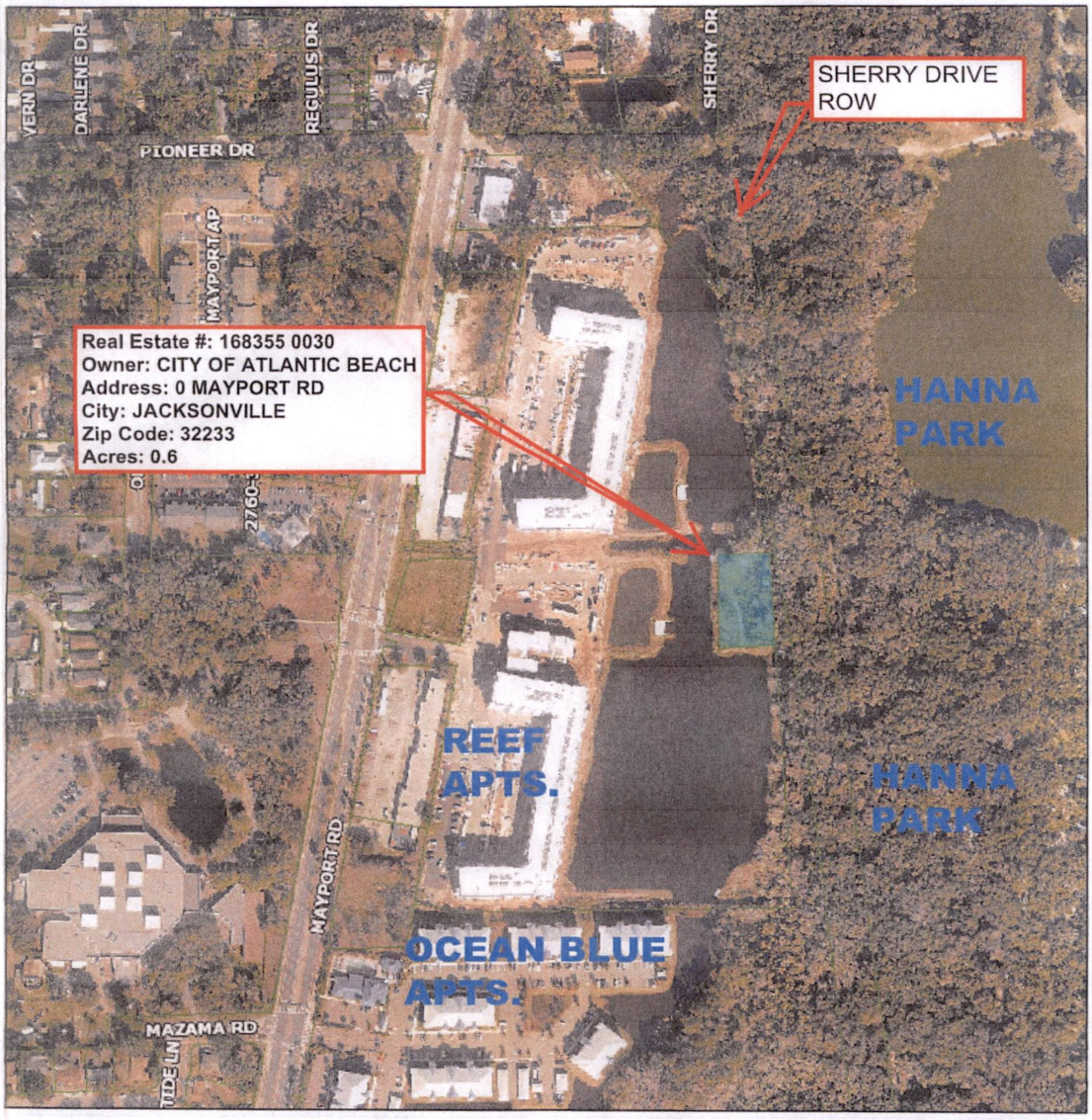
2023 Notice of Proposed Property Taxes Notice (TRIM Notice)

Property Record Card (PRC)
The PRC accessed below reflects property details and values at the time of Tax Roll Certification in October of the year listed.

2023
2022
2021
2020
2019
2018
2017
2016
2015

Attachment A to
2-12-24 Minutes

Bid 2324-04 Exhibit B1 - Map of Location



May 16, 2023

1:4,514

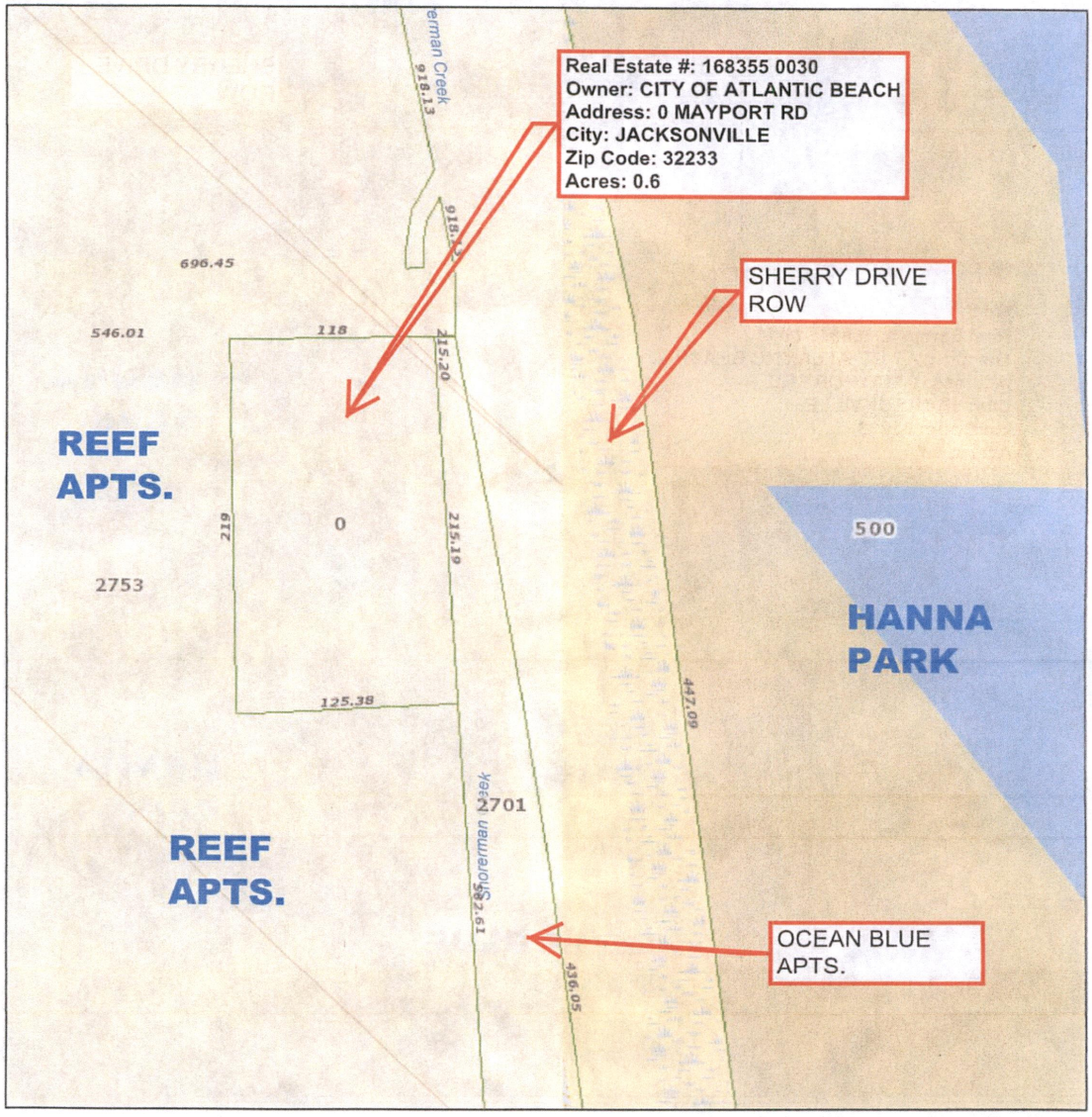
0 0.03 0.07 0.13 mi

0 0.05 0.1 0.2 km

CITY OF ATLANTIC BEACH
SURPLUS PROPERTY

Attachment A to
2-12-24 Minutes

Bid 2324-04 Exhibit B2 - Map of Location



Attachment A to
2-12-24 Minutes

OFFER TO PURCHASE VACANT LAND – 0 MAYPORT ROAD

1. Purchase Offer: Buyer, Joan Horn, resident of 890 Begonia Street, Atlantic Beach, FL 32233 offers to buy from Seller, The City of Atlantic Beach Florida, on the terms and conditions specified below vacant land known as 0 Mayport Road, Tax ID number: 1683550030.
   Legal Description: 37-2S-29 E S/D DEWEYS GRANT PT LOT 3 RECD O/R BK space 5969-1466 DIV 3
2. Purchase Price: $11,500 (U.S. Currency). Payment will be made **IN CASH IN FULL** to the escrow agent selected by the Seller upon execution of the Purchase Agreement.
3. Assignability: A term will be added to the Purchase Agreement to ensure the Buyer **MAY NOT** assign the contract.
4. Title: Seller to convey title free of liens but subject to proration of property taxes for the year of closing. Seller will pay in full any special assessments by public body at the time of closing. Buyer does not require title insurance to close this transaction. Buyer **WILL NOT DEVELOP** the property and will, upon purchase take immediate steps to transfer this pristine wilderness site to Hannah Park, which it abuts. In the unlikely event that officials at Hannah Park do not want the property, Buyer will seek out land conservatory groups, such as North Florida Land Trust to take the donation. A clause will be written into the Deed to solidify this bequest.
5. Easements: Buyer is aware that three sides of the property are surrounded by The Reef development. However, Sherman Creek, a government waterway, flows to the West of the property, allowing ingress and egress through boat access to the West. Additionally, access can be gained by Hannah Park which abuts the property to the East. Since Buyer's sole intention is to purchase this land and place it in the hands of ideally Hannah Park, or those that will conserve it, access to the property is of no concern.
6. Property Condition: Buyer to purchase the property AS IS with no inspection contingencies.
7. Closing: Closing to take place as soon as possible in Duval County where the property is located.

Respectfully submitted by:

Date: 1/25/24

Joan Horn
890 Begonia Street / Atlantic Beach, FL 32233
(904) 509-4381 / joan@joanhorn.com

Attachment B to 2-12-24 Minutes

SAFETY, TRAFFIC AND PARKING COMMITTEE WORK PLAN/TIMELINE

PRIORITIES

Review of Parking Standards
Paid Parking Program
Parking Enforcement
*Speed Limit Review **
*Uniform Standards for Design of Streets **
*Pedestrian and Bicycle Connectivity and Safety **

(*Community Safety Action Plan Steering Committee work)

Part 1: Parking (December 2023-March 2024)

November-December 2023
Priority: Review of Parking Standards
Policy recommendations pertaining to standards for residential on-street and right-of-way parking spaces.

- Policy Question 1: Should parking spaces in the city be clearly delineated? If so, how (with signage, striping, etc.) and where (citywide, near beach accesses, near parks, etc.)?
- Policy Question 2: Should the City require that some or all rights-of-way obstructions that prevent parking be removed, and whether vegetative obstruction is exempt?
- Policy Question 3: Should the City allocate funding to demarcate public parking spaces?
- Policy Question 4: Should parking standards be uniform communitywide, or should there be some community parking districts (i.e. Old Atlantic Beach, beach accesses, parks)?

January-February 2024
Priority: Paid Parking Program
Policy recommendations for improving the Beaches Town Center and 18th-19th Street pay-for-parking programs

- Policy Question 1: Should the 18th-19th Street paid-parking program area be extended? If so, to where?
- Policy Question 2: Should either or both paid-parking program times and seasons be changed? If so, to what?
- Policy Question 3: Should residential parking permits be issued? If so, where?
- Policy Question 4: Should the overtime parking fine amounts be the same citywide?
- Policy Question 5: How should net paid-parking revenue be allocated?

March 2024
Priority: Parking Enforcement
Policy recommendations for improving parking enforcement on on-street and right-of-way parking spaces.

- Policy Question 1: Should funding for parking enforcement be budgeted to better enforce parking regulations (i.e. no parking on sidewalks, near a fire hydrant, on the street near a stop sign, etc.)? If so, how much?
- Policy Question 2: Should pay-for-parking pricing be demand-based?

**Attachment B to
2-12-24 Minutes**

Part 2: Community Safety Action Plan Steering Committee (May 2024-October 2024)

Priority: Speed Limit Review
Policy recommendations providing a framework for establishing residential speed limits throughout the community.

- Policy questions TBD

Priority: Uniform Standards for Design of Streets (May-July 2024)
Policy recommendations to create streets and intersections that facilitate safe, accessible, convenient, and comfortable walking and bicycling.

- Policy questions TBD

Priority: Pedestrian and Bicycle Connectivity and Safety (July-October 2024)
Policy recommendations to provide a framework for focusing the community's attention on improving conditions for bicycling and walking. This plan will lay out a vision for improving safety, examining existing conditions, and using a data-driven approach to match safety programs and improvements with demonstrated problems.

- Policy questions TBD

**Attachment B to
2-12-24 Minutes**

Safety, Traffic and Parking Committee
Policy Recommendations
Approved Jan. 16, 2024

Parking Policy: Demarcating Parking Spaces

Purpose

The purpose of this policy is to establish guidelines for the demarcating of public parking spaces to ensure that parking spaces are clearly marked and visible to motorists throughout Atlantic Beach to ensure that public parking is efficient, safe and convenient for motorists.

Benefits of clearly demarcating parking spaces:

Improved Parking Efficiency: Clearly demarcated parking spaces make it easier for drivers to identify vacant parking spaces, reducing the time spent searching and maneuvering. This leads to a more efficient use of parking resources and reduced traffic congestion.

Enhanced Safety: Clearly demarcated parking spaces help drivers park accurately, reducing the risk of collisions and property damage. Clearly demarcated parking spaces also help pedestrians navigate parking areas safely.

Accessibility for All: Clearly demarcated parking spaces, including those designated for disabled individuals and, ensure that all users have access to convenient and accessible parking options.

Aesthetics and Orderliness: Clearly demarcated parking spaces create a more organized and aesthetically pleasing appearance, enhancing the overall environment of parking areas and surrounding properties.

Clear Parking Policies: Clearly demarcated parking spaces reinforce parking regulations and policies, making it easier for drivers to understand and comply with parking rules.

Reduced Confusion and Frustration: Clearly demarcated parking spaces eliminate confusion and frustration among drivers, minimizing the likelihood of parking disputes and conflicts.

Enhanced Traffic Flow: Efficient parking contributes to smoother traffic flow, reducing congestion and delays, especially in high-traffic areas.

Improved Pedestrian Safety: Clearly demarcated parking spaces help separate pedestrian areas from parking spaces, reducing the risk of collisions and creating a safer environment for pedestrians.

1. Accessibility for People with Disabilities: Clearly demarcated parking spaces ensure that individuals with disabilities have easy access to designated parking areas, promoting accessibility and inclusivity.

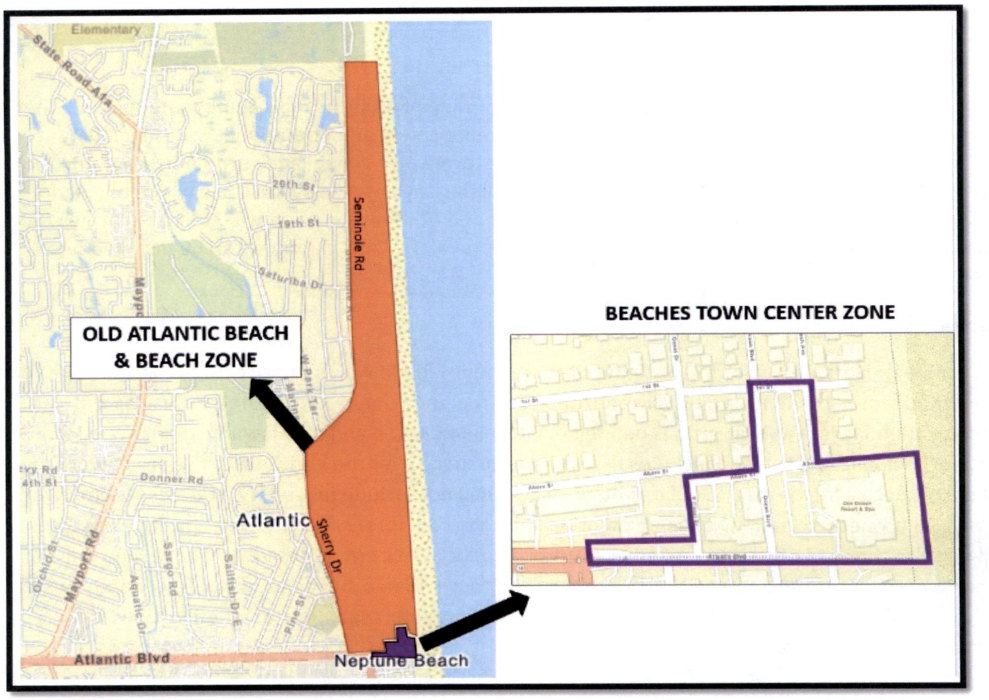
Policy

Public parking spaces should be clearly and consistently (where possible) demarcated with signage, striping, or other appropriate markings. Examples of clearly demarcated spaces are parking spaces that are painted with white lines on black pavement; parking spaces that are marked with posts and signs; and painted curbs where parking is prohibited.

Markings shall be of a contrasting color to the surrounding pavement. Parking spaces shall be of a size that is adequate for the type of vehicle that is intended to be parked in the space. Parking spaces shall be arranged in a manner that is efficient and safe. While signage is necessitated at times, every effort should be made to utilize unique striping or a universal public parking symbol, instead. Because of the city's unique parking demands, including rights-of-way constraints in various areas of the city, the city should have parking zones.

AREA / ZONE	GEOGRAPHIC LOCATION	POLICY
Beaches Town Center Zone	North side of Atlantic Blvd from Third Street (A1A) east to the Atlantic Ocean.	Parking spaces should be on paved surfaces and marked with white lines and pay-for-parking signage.
Old Atlantic Beach & Beach Zone	First Street north to city limit. East of Sherry Drive and east of Seminole (north of the Five-way)	Parking spaces on the paved rights-of-way shall be marked with lines and/or symbols. Demarcation of public parking availability on off-street rights-of-way shall be clear and discernable; should have signage or be marked with symbols; and shall not block line of sight. Demarcation of parking on the street pavement should follow all Florida statutes and City of Atlantic Beach codes, with additional signage or marking installed on case-by-case basis.
Parks		Policies pertaining to parking in parks is/will be delineated in the Parks Master Plan.
All other areas		Parking on off-street rights-of-way shall not block line of-sight and should follow all Florida statutes and City of Atlantic Beach codes, with additional signage or marking installed on case-by-case basis. Parking on the street pavement should follow all Florida statutes and City of Atlantic Beach codes.

**Attachment B to
2-12-24 Minutes**



Enforcement

Working in conjunction with other City staff, the Police Department shall be responsible for enforcing the provisions of this policy. Public Works Department shall be responsible for any demarcation of the parking spaces, including striping, signage and pavement materials.

Exceptions

The City Manager may grant exceptions to this policy on a case-by-case basis. Decisions to do so must be reported in writing to the City Commission. Exceptions shall only be granted for public safety concerns.

Parking Policy: Rights-of-Way Obstruction

Purpose

The purpose of this policy is to establish protocols regarding plantings, landscaping material and other obstruction within the public rights-of-way that can create safety and operational issues including interference of public parking, line-of-sight concerns, stormwater conveyance problems, root intrusion of plants impacting utilities, and damage to public facilities such as sidewalks. The city's public rights-of-way are to be reserved for public use and plantings and other obstruction will not be permitted. Sod is the only permitted vegetation allowed upon city approval. Desired plantings can be installed on private property.

Definition(s)

Per Sec. 19-1, rights-of-way or public rights-of-way means land in which the city owns the fee or has an easement devoted to vehicular, bicycle and/or pedestrian movement, or required for use as a transportation facility, as that term is defined in F.S. § 334.03(21), and may lawfully grant access pursuant to applicable law and includes the surface, airspace over the surface and the area below the surface of such rights-of-way. "Public rights-of-way" shall not include (a) county, state or federal rights-of-way, (b) property owned by any person other than the city, (c) service entrances or driveways leading from the road or street onto adjacent property, or (d) except as described above, any real or personal property of the city, such as, but not limited to, city parks, buildings, fixtures, conduits, water lines, sewer lines, facilities or other structures or improvements, regardless of whether they are situated in the public rights-of-way.

Policy

Plantings, landscaping material or other obstruction within public rights-of way are not permitted per the city Code Sec. 19-1. However, the City prioritizes ensuring that impediments creating public safety hazards (e.g. strike hazards and line-of-site impediments, including parked vehicles) are not in the public rights-of-way.

In the event of failure by the owner to move obstructions as directed by the City, the City shall do so and the expense of same charged to the property owner.

All existing obstructions within the 2-foot safety zone shall be removed (Sec. 19-5). All other plantings, landscaping material or other obstructions must comply with this section of the code.

Enforcement

Working in conjunction with other City staff, Code Enforcement and Public Works shall be responsible for enforcing the provisions of this policy.

Exceptions

The City Manager may grant exceptions to this policy on a case-by-case basis. Decisions to do so must be reported in writing to the City Commission. Exceptions shall only be granted for public safety concerns.

Parking Policy: Pervious Stabilized Surface Parking Systems (e.g. Turf Block Permeable Pavers)

Purpose

The purpose of this policy is to establish protocols regarding pervious stabilized surface parking systems (i.e. Turf Block permeable pavers) for parking, which the city has identified as being a viable tool in demarcating public parking spaces.

Policy

The City should allocate funding annually toward installing pervious stabilized surface parking systems (i.e. Turf Block permeable pavers):

- To be proactive in demarking public parking spaces counted towards beach renourishment cost-share funding, where feasible.
- On a case-by-case basis, to proactively demarcate public parking spaces in other areas of the City where unpaved rights-of-way have been customarily utilized for public parking.

Attachment B to 2-12-24 Minutes

Paid Parking Program
01-17-24

Policy Question 1: Should the 18th – 19th Street paid-parking program area be extended? If so, to where?

Paid Parking Policy: Locations for paid parking programs

Purpose

The purpose of this policy is to establish guidelines for the locations of paid parking. Charging for parking encourages turnover and ensures that parking spaces are utilized efficiently. It discourages long-term or unnecessary parking, allowing more people to access the available parking spots. Currently paid parking is operated in the Beaches Town Center (year round) and 18th and 19th Street (seasonal)

Policy

Paid parking should be located in the Beaches Town Center, Old Atlantic Beach and Beach Zones (as identified in Parking Policy: Demarcating Parking Spaces (see Figure 1) on stabilized surfaces (pavement, gravel, turf block, etc.) with more than three (3) abutting parking spaces.

Paid parking should be extended to areas within the identified zones with more than three (3) abutting parking spaces on stabilized surface.

Areas with 3 or more abutting spaces

Ahern St beach access

1st St beach access

7th St adjacent to Bull Park

7th St between Ocean Blvd & Beach Ave

Beach Ave near the 8th ST beach access

Bull Park parking

Plaza 300 Block

10th St Beach Access

11th St Beach Access

15th St Beach Access

Waters Park parking

Dewees Ave adjacent to Marvin's Gardens

20th St Beach Access

DRAFT

Attachment B to 2-12-24 Minutes

Paid Parking Program
01-17-24

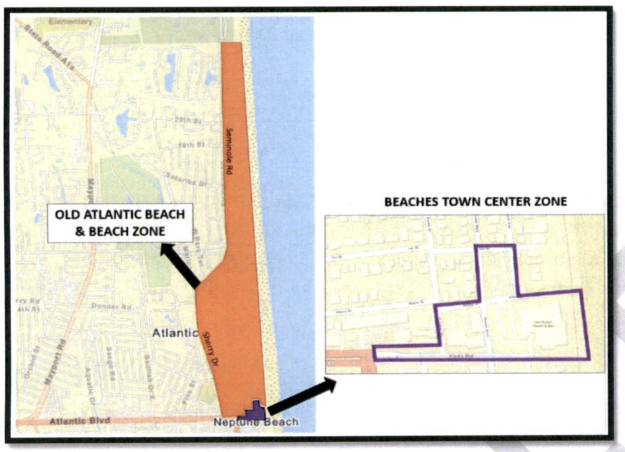


Figure 1

Policy Question 2: Should either both paid-parking program times and season be changed? If so, to what?

Paid Parking Policy: Times and seasons for paid parking

Policy

Paid parking on the Atlantic Beach side of Beaches Town Center (BTC) should as mirror the paid parking structure on the Neptune Beach side of Beaches Town Center.

18th and 19th Street and new paid parking areas

	EXISTING	OPTION 1 (same as BTC)	OTHER
Residents	All AB registered residents get 3 free hours of parking	All AB registered residents get 3 free hours of parking	
Time	Paid parking is 9am to 5pm	Paid parking 11am to midnight	
Season	from March 1st to Sept. 30th	Year round	
Parking time limits	No parking between 9pm to 6am	none	

2

DRAFT

Paid Parking Program
01-17-24

Policy Question 3: Should residential parking permits be issued? If so, where?

Paid Parking Policy: Residential Parking Permits

Purpose

The purpose of this policy is to protect residential neighborhoods from vehicles trying to avoid paid parking.

Policy

The City should institute a program for permitting residential only parking in areas within one (1) block of any paid parking (with the exception of the parking spaces counted towards beach renourishment).

Policy Question 4: Should overtime parking fine amounts be the same citywide?

Paid Parking Policy: Overtime parking fines

Purpose

The purpose of this policy is to create a fair and equitable overtime parking fine structure.

Policy

The City should institute the same fines in all pay parking in the city in order to streamline the program and avoid confusion.

Policy Question 5: How should net paid-parking revenue be allocated?

Paid Parking Policy: Net paid parking revenue

Purpose

The purpose of this policy is to create guidance on how net revenue should be spent. Net revenue from other locations outside of the Beaches Town Center should be structured like the revenue collected in the Beaches Town Center. This enables the revenue to be reinvested in the community and not the general fund

Policy

The City should establish a pay-for-parking enterprise fund for the City's paid parking program outside of Beaches Town Center just as it has for Beaches Town Center. This parking fund may be used to fund complete streets projects; landscape and/or hardscape improvements; alternative transportation solutions; and to pay for management of the paid parking program.

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: February 14, 2024

MEETING DATE: February 26, 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.

BUDGET: None

RECOMMENDATION: Approve the 90-Day Calendar for March - May 2024

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

REVIEWED BY CITY MANAGER: WOlDall

MAYOR AND COMMISSION

March 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3 Farmers Market 10 am – 2 pm (Russell Park) Songwriters Concert 6 pm Bull Park	4	5 ARCC Workshop 1 pm	6 Atlantic Beach Teen Council 5 pm	7 Code Enforcement Special Magistrate Hearing 2 pm	8	9 Tour de Parks 9am – 11 am (Russell Park) Wild Wonders 1-2 pm (Dutton Island)
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 Wild Wonders 1-2 pm (Dutton Island)
17 Farmers Market 10 am – 2 pm (Russell Park)	18	19	20 CDB Meeting 6 pm	21 STOP Committee 6 pm	22	23 Paws in the Park 10 am – 1 pm Jordan Park
24 Farmers Market 10 am – 2 pm (Russell Park) Acoustic Night Bull Park 6-8 pm	25 Commission Meeting 6:30 pm (Invoc-Ford)	26	27 Charter Review Committee 6 pm	28 Sustainability and Resiliency Subcommittee 9am	29	30 Egg Hunt 10 am – 1 pm Jordan Park
31 Farmers Market 10 am – 2 pm (Russell Park)						

MAYOR AND COMMISSION

April 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3 Atlantic Beach Teen Council 5 pm	4	5	6
7 Farmers Market 10 am – 2 pm (Russell Park) Songwriters Concert 6 pm	8 Commission Meeting 6:30 pm (Invoc-Bole)	9 ARCC Meeting 6 pm	10 Tree Subcommittee Mtg 5:15 pm Environmental Committee 6 pm	11	12	13 Town Hall Meeting 10 am (Baker Center)
14 Farmers Market 10 am – 2 pm (Russell Park)	15	16 CDB Meeting 6 pm	17 Environmental Outreach Mtg 4:45 pm	18 STOP Committee 6 pm	19	20 Arts in the Park 10 am – 4 pm Johansen Park Wild Wonders 1-2 pm (Dutton Island)
21 Farmers Market 10 am – 2 pm (Russell Park) Acoustic Night 6-8 pm (Bull Park)	22 Commission Meeting 6:30 pm (Invoc-Waters)	23	24 Charter Review Committee 6 pm	25 Sustainability and Resiliency Subcommittee 9am	26	27
28 Farmers Market 10 am – 2 pm (Russell Park) Opening of the Beaches Parade (Jax Beach)	29	30				

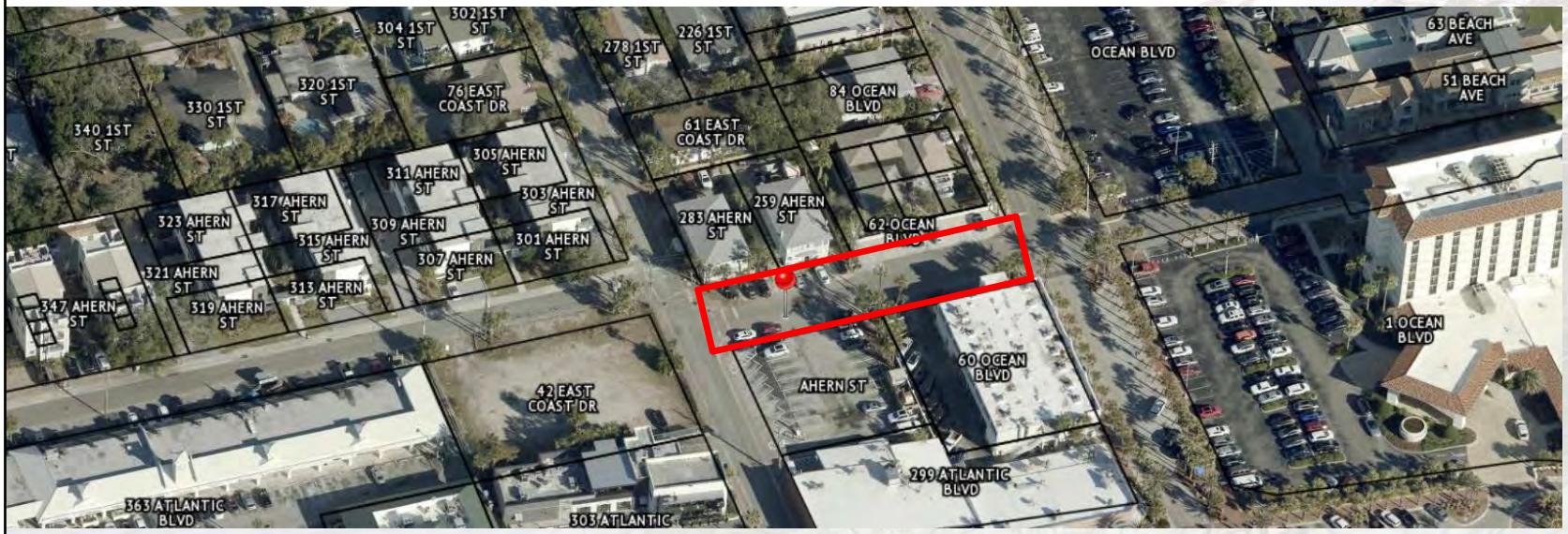
MAYOR AND COMMISSION

May 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Atlantic Beach Teen Council 5 pm	2 Code Enforcement Special Magistrate Hearing 2 pm	3	4
5 Farmers Market 10 am – 2 pm (Russell Park) Songwriters Concert 6 pm	6	7	8 Tree Subcommittee Mtg 5:15 pm Environmental Committee 6 pm	9 Pension Board 6 pm	10	11
12 Farmers Market 10 am – 2 pm (Russell Park)	13 Commission Meeting 6:30 pm (Invoc-Kelly)	14 ARCC Meeting 6 pm	15 Environmental Outreach Mtg 4:45 pm	16 STOP Committee 6 pm	17	18
19 Farmers Market 10 am – 2 pm (Russell Park)	20	21 Community Development Board 6 pm	22	23 Sustainability and Resiliency Subcommittee 9am	24	25
26 Farmers Market 10 am – 2 pm (Russell Park)	27 Memorial Day City Offices Closed	28 Commission Meeting 6:30 pm (Invoc-Ring)	29	30	31	

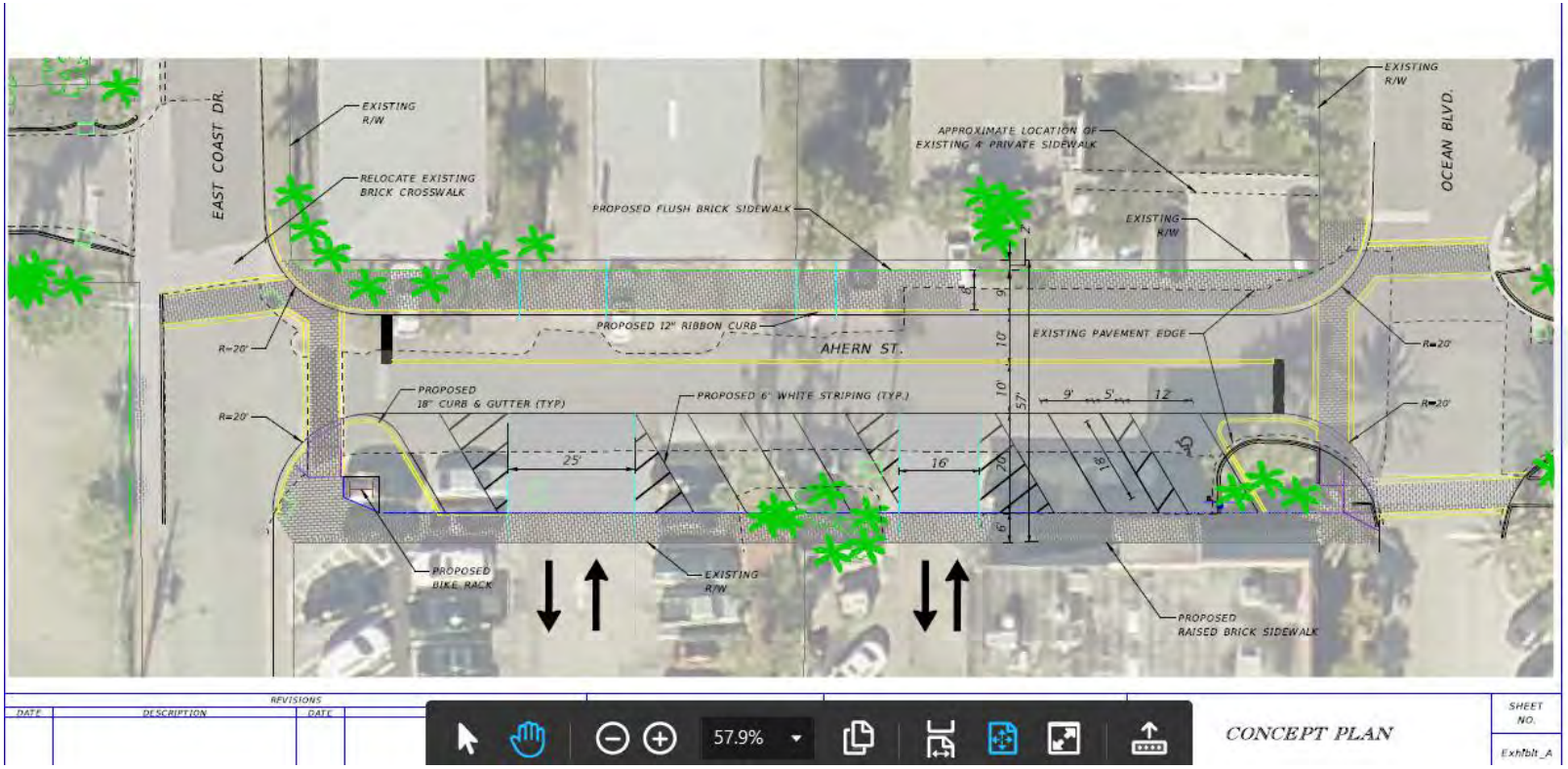
Ahern St – Complete Streets

(from E. Coast to Ocean Blvd.)



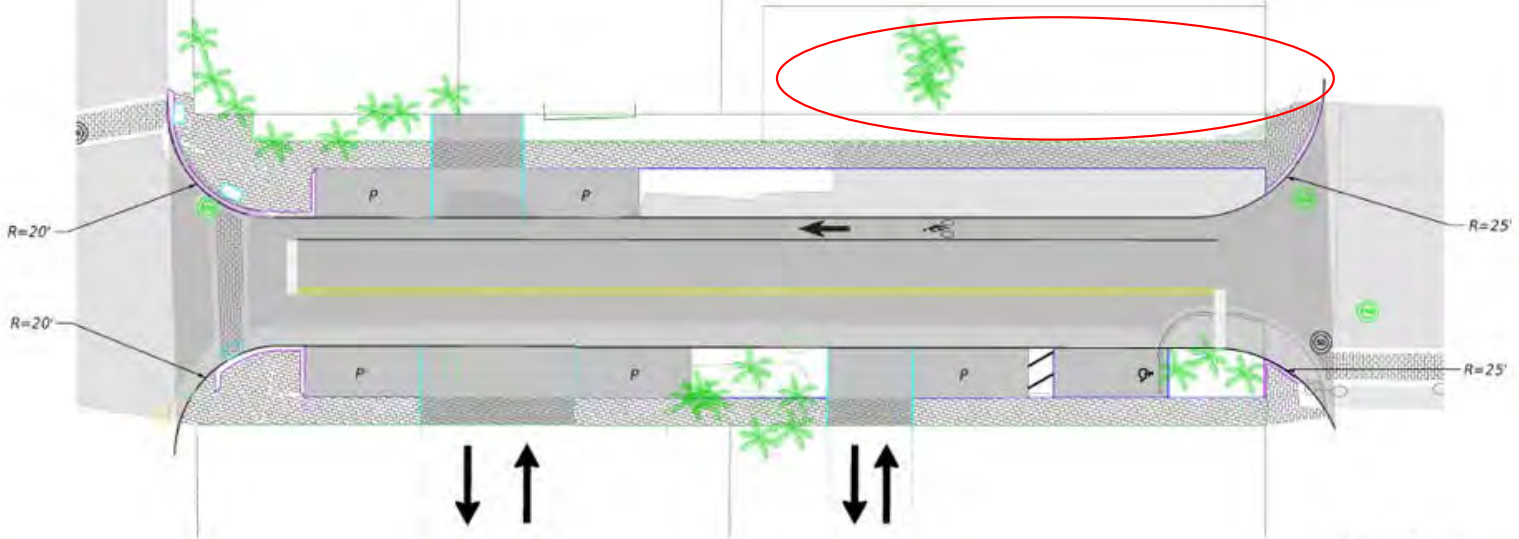
Option #1 (recommended)

- 8’ multiuse path on north side – vehicles @ the NWC still able to park in existing parking spaces
- 6’ sidewalk on south side with angled parking
- Adds 8-9 angled parking spaces on south side of ROW. (note now the westerly driveway entrance on Ahern will be closed for the Ragtime parking lot reconfiguration)



Option #2 (Bike lane on north side)

- 4’ sidewalk on the north side with a 4’ bike lane (currently would be the only area in the city with a bike lane). Based on field mtg. and survey consultant reduced sidewalk fro 5’ to 4’ accommodate parking at the NWC (area circled in red)
- 4’ sidewalk on south side -Upon review would reduce down from 5’ sidewalk to 4’ to continue to all parking at the NWC
- Adds 7 spaces (note now the westerly driveway entrance on Ahern will be closed for the Ragtime parking lot reconfiguration)



REVISIONS
DATE | DESCRIPTION | DATE | DESCRIPTION

CMT

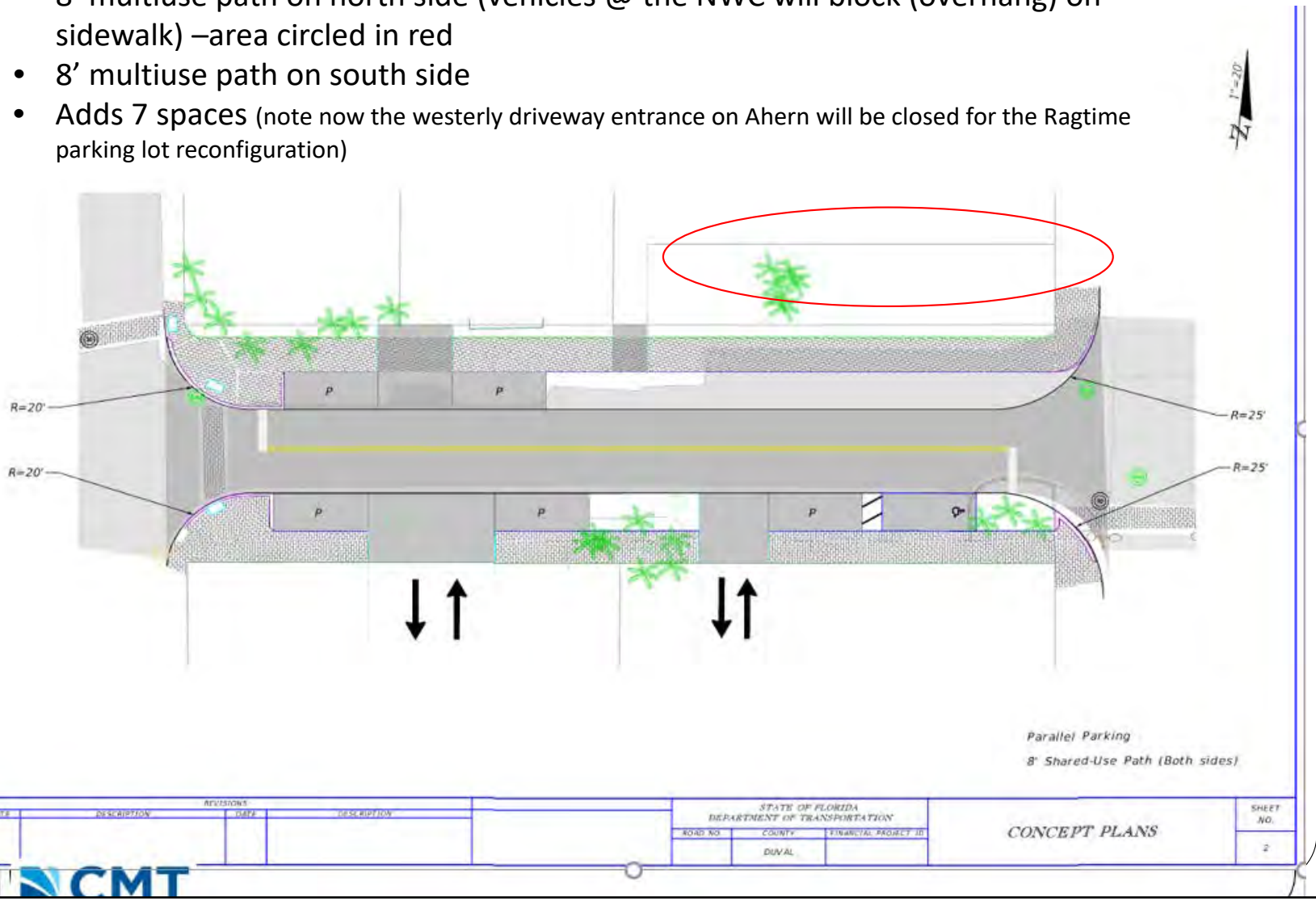
STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION
ROAD NO. | COUNTY | FINANCIAL PROJECT ID
DUVAL

CONCEPT PLANS

SHEET NO.
1

Option #3 (8’ Shared path on both sides)

- 8’ multiuse path on north side (vehicles @ the NWC will block (overhang) on sidewalk) –area circled in red
- 8’ multiuse path on south side
- Adds 7 spaces (note now the westerly driveway entrance on Ahern will be closed for the Ragtime parking lot reconfiguration)



CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Re-Appointment of Robert Liggero as member of the Board of Trustees Police Officers' Retirement System

SUBMITTED BY: Brittany Percell, Director of Finance BP

TODAY'S DATE: February 14, 2024

MEETING DATE: February 26, 2024

BACKGROUND: Per Atlantic Beach Code Section 2-302 the Police Officers' Board of Trustees Retirement Systems shall be comprised of five members. The five members are chosen as follows: Two shall be legal residents of the City and be appointed by the City Commission; two shall be members of the system elected by the majority of the retirement system members and the fifth shall be a legal resident of the City and chosen by the majority of the previous four and confirmed by the City Commission. Each trustees' term shall be three years and can serve up to a maximum of three consecutive terms.

The term of Robert Liggero, member of the Board of Trustees of the Police Officers' Retirement System, expired as of December 31, 2023. However, at its meeting held on February 8, 2024 the Board of Trustees of the Police Officers' Retirement System unanimously selected Liggero to serve another term. This will be his third term.

BUDGET: None

RECOMMENDATION: Commission confirm Robert Liggero as member of the Board of Trustees Police Officers' Retirement System to serve another term.

ATTACHMENT(S): None

REVIEWED BY CITY MANAGER:

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 24-10 Awarding Bid 2324-03; 20th Street Lift Station Access Widening

SUBMITTED BY: Troy Stephens, Public Utilities Director TS

TODAY'S DATE: February 21, 2024

MEETING DATE: February 26, 2024

BACKGROUND: The 20th Street Lift Station at 404 20th Street will be receiving a generator for emergency operations during major storm. The current access road is too narrow, and is deteriorating, and must accommodate service vehicles for the lift station and generator.

A bid opening was held on January 31, 2024, for Bid 2324-03; 20th Street Lift Station Access Widening. The project consists of labor, equipment and materials for the construction of 340 LF of wooden bulkhead and widening of an existing driveway from 10' to 12'; which would include clearing and grubbing for the widening, removing about 20' of existing bulkhead, concrete curb and an existing railroad tie planter box, and constructing a Type C catch basin with outfall pipe and other minor concrete work. Bid Alternative was included to accept resurfacing 12' x 320' access with S-1 Asphalt. Three bids were received as follows:

Bidders	Hager Construction	CGC, Inc.	Mclain Site Solutions
Lump Sum Bid Amount with Alternative-Resurface w/ S-1 Asphalt	$456,809.00	$531,832.40	$516,002.30

The low bidder, Hager Construction, has provided all required documentation in its bid submittal.

BUDGET: The amount budgeted in FY 2023-24 for this project is $250,000. The budget for the project is being modified by reallocating $100,000 from Project PU2329- Replacing Clay Services, reallocating $74,105 from Project PU2324-Repurpose Polymer Building, and reallocating $32,704 from Project PU2332-Wetwell & Suction Pipe Replacements into the Public Utilities Account No. 410-5506-535-6300 for Project No. PU2334. These changes bring the total project cost to $456,809.00.

RECOMMENDATION: Approve Resolution No. 24-10 awarding Hager Construction Bid 2324-03 in the amount of $456,809.00 and authorizing the City Manager to execute the contract.

ATTACHMENT(S):
1. Resolution No. 24-10
2. Bid Tabulation
3. Photos of 20th Street Lift Station Access Road

REVIEWED BY CITY MANAGER:

RESOLUTION NO. 24-10

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING BID NO. 2324-03 FOR 20th STREET LIFT STATION ACCESS WIDENING; 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 20th Street Lift Station access road is deteriorating, and needs to be widened and reinforced to accommodate service vehicles; and

WHEREAS, a project estimate was budgeted for $250,000 for the FY 2023-24; and

WHEREAS, a bid opening was held on January 31, 2024, for Bid 2324-03 20th Street Lift Station Access Widening; and

WHEREAS, the project consists of labor, equipment and materials for the construction of 340 LF of wooden bulkhead and widening of an existing driveway from 10' to 12'; which would include clearing and grubbing for the widening, removing approximately 20' of existing bulkhead, concrete curb and an existing railroad tie planter box, constructing a Type C catch basin with outfall pipe and other minor concrete work, and includes resurfacing 12' x 320' access with S-1 asphalt; and

WHEREAS, the lowest bid was received from Hager Construction in the amount of $456,809.00; and

WHEREAS, FY 2023-24 budget modifications have been submitted to reallocate $100,000 from Project PU2329 – Replacing Clay Services; $74,105 from Project PU2324-Repurpose Polymer Building, and $32,704 from Project PU2332 – Wetwell & Suction Pipe Replacements; and

WHEREAS, upon execution of the budget modifications, sufficient funds will be available in the Public Utilities Fund for this purpose in Account No. 410-5506-535-6300, for Project No. PU2334, in the amount of $456,809.

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

Section 1. The City Commission hereby authorizes awarding Bid No. 2324-03 to Hager Construction in the amount of $456,809.00 to perform the work for said bid in accordance with the bid specifications.

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 26th day of February, 2024.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason R. Gabriel, City Attorney

CITY OF ATLANTIC BEACH
20th STREET LIFT STATION ACCESS WIDENING
January 31, 2024

Bid 2324-03

Required Documents	CGC, Inc.	Hager Construction	Mclain Site Solutions
Submission in Triplicate - All Documents	X	X	X
Document Requirements Checklist	X	X	X
Bid Form	X	X	X
Bid Bond - 5% of Bid	X	X	X
W-9 Form	X	X	X
Drug Free Workplace	X	X	X
Public Entity Crimes Statement	X	X	X
Public Records Provisions	X	X	X
E-Verify Form	X	X	X
New Vendor Information Form	X	X	X
Business Tax Receipt	X	X	X
Proof of Experience - 3 years	X	X	X
Qualifications - General Contractor	X	X	NO
Financials - 2 years	X	X	X
Insurance	X	X	NO
References - 3 (w/job description and beginning & end dates)	X	X	X
Agree to Base Bid Specifications	X	X	X
Written Confirmation of Adenda (Addendum No. 1-Change to Pre-bid Meeting Time)	X	X	X
Grand Total	$531,832.40	$424,105.00	$516,002.30
Alternate No. 1 - Substitute Turf-Block for Widening Surface	$19,798.00	$420,954.00	$523,858.23
Alternat No. 2 - Resurface 12' x 320' access w/S-1 Asphalt	$14,723.00	$456,809.00	$513,510.56

TS

Award of Bid based on Department Analysis or Commission Approval


City of Atlantic Beach
Lift Station
Google


IVA
NORTE
Google

TS

STAFF REPORT
City of Atlantic Beach
Commission Meeting

AGENDA ITEM: Ordinance No. 20-24-171 to appropriate $750,000 to the General Fund for the purchase of 100 West First Street, and costs associated with the purchase.

DATE: February 14, 2024 BP

SUBMITTED BY: Brittany Percell, Director of Finance

BACKGROUND: At the Regular City Commission Meeting held on December 11, 2023, Resolution No. 23-55 was adopted by the Commission authorizing the execution of a purchase and sale agreement between the City 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 (reserves) to be used for this purpose. An additional $50,000 is being allocated for costs associated with closing.

Funds were not appropriated for this purpose in the FY 2023-24 budget; Ordinance No. 20-24-171 is necessary to fund the purchase.

RECOMMENDATION: The City Commission consider approving Ordinance No. 20-24-171 at second and final reading on February 26, 2024.

ATTACHMENT: Ordinance No. 20-24-171

REVIEWED BY CITY MANAGER: WB

ORDINANCE NO. 20-24-171

AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, AND PROVIDING 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 budgetary systems and those day-to-day decisions affecting such budgetary systems require adjustments from time-to-time, and

WHEREAS, the City desires now to amend the current operating budget funds totaling $750,000 for the purchase of 0.44+- acres of real property in Atlantic Beach a 100 West First Street (Parcel ID 170715-0000) from Watchcare, Inc., in the General Fund.

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

SECTION 1. The Fiscal Year 2023/2024 Operating Budget is hereby amended as follows:

GENERAL FUND

Expenditures:	
Land and associated costs	Total Expenses: $750,000
Fund Balance:	($750,000)

SECTION 2. This ordinance shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Commission on second and final reading on this 26th day of February, 2024.

ATTEST:

Donna L. Bartle
City Clerk

Curtis Ford
Mayor

Approved as to form and correctness:

Jason Gabriel
City Attorney