City of Atlantic Beach

Final Agenda

Regular City Commission Meeting

Monday, July 22, 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 Joint Workshop between the City Commission and the Community Development Board held on June 17, 2024. 5 - 37
6-17-24 Joint Workshop between the City Commission and the Community Development Board Draft Minutes

* 1.B. Approve minutes of the Regular Commission meeting held on June 24, 2024. 39 - 87
6-24-24 Regular Commission Draft Minutes

2. COURTESY OF FLOOR TO VISITORS

PUBLIC COMMENT

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (July - Sept. 2024) 89 - 92
90-Day Calendar (July - Sept. 2024)

* 3.B. 2024 FLC Annual Conference Voting Delegate Information 93 - 94
2024 FLC Annual Conference Voting Delegate Information

* 3.C. Pension COLA 95 - 135
Pension COLA

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. 24-36** 137 - 147

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING BID NO. 2223-09 FOR WWTP HEADWORKS PIPING IMPROVEMENTS; 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. 24-36

8.B. **RESOLUTION NO. 24-37** 149 - 152

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING THE 2024 AMENDMENT TO THE 2022-2025 COASTAL FLORIDA POLICE BENEVOLENT ASSOCIATION AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AMENDMENT.

Resolution No. 24-37

8.C. **RESOLUTION NO. 24-38** 153 - 159

A RESOLUTION OF THE CITY OF ATLANTIC BEACH AUTHORIZING THE ABPD TO ENTER INTO AN INTERLOCAL AGREEMENT BETWEEN DUVAL COUNTY FIRST RESPONDER AGENCIES; GIVING THE CHIEF OF THE ATLANTIC BEACH POLICE DEPARTMENT SIGNATORY AUTHORITY; IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

Resolution No. 24-38

8.D. **RESOLUTION NO. 24-39** 161 - 162

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING AN INCREASE IN THE ANNUAL LEAVE ACCRUAL OF ELIGIBLE EMPLOYEES BY 12 HOURS AFTER THE FIRST YEAR.

Resolution No. 24-39

8.E. **RESOLUTION NO. 24-40** 163 - 171

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, ESTABLISHING THE PROPOSED MILLAGE RATE, THE CURRENT YEAR ROLLED-BACK RATE, AND THE DATE, TIME AND PLACE FOR THE FIRST AND SECOND PUBLIC HEARINGS TO CONSIDER THE PROPOSED FISCAL YEAR 2024-25 MILLAGE RATE AND BUDGET AS REQUIRED BY LAW; DIRECTING THE CITY MANAGER TO FILE SAID RESOLUTION WITH THE PROPERTY APPRAISER OF DUVAL COUNTY PURSUANT TO REQUIREMENTS OF FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

Resolution No. 24-40

* 8.F. **RESOLUTION NO. 24-41** 173 - 176

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA AUTHORIZING THE ACCEPTANCE OF A NON-EXCLUSIVE GRANT OF ACCESS AND PARKING EASEMENT ON REAL PROPERTY OWNED BY AMERICAN LEGION POST 316 AT 1127 ATLANTIC BOULEVARD, ATLANTIC BEACH (REAL ESTATE PARCEL NO. 170711-0011), ADJACENT TO BEACHES VETERANS MEMORIAL PARK, 1 WEST FIRST STREET, ATLANTIC BEACH, SUBJECT TO THE TERMS THEREIN; AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE EASEMENT AGREEMENT.

Resolution No. 24-41

9. ACTION ON ORDINANCES

9.A. **ORDINANCE NO. 31-24-18, Public Hearing and First Reading** 177 - 200

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 LOW (RL) TO LIGHT INDUSTRIAL (LI); PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Ordinance No. 31-24-18

9.B. **ORDINANCE NO. 90-24-252, Public Hearing and First Reading** 201 - 224

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 LIGHT INDUSTRIAL & WAREHOUSEING (LIW); PROVIDING FINDINGS OF FACT; REQUIRING RECORDATION; AND PROVIDING AN EFFECTIVE DATE.

Ordinance No. 90-24-252

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, visit www.coab.us/live.

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
Joint Workshop between the City Commission and the Community Development Board
Monday, June 17, 2024 - 6:00 PM
City Hall, Commission Chamber
800 Seminole Road, Atlantic Beach, FL 32233

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) Jeff Haynie, Member Harold Gear, Member Jennifer Lagner, Member Kirk Hansen, Chair Richard Arthur, Member Ellen Golombek, Vice Chair
Absent:	Jessica Ring, Commissioner - Seat 5 (District 1312) Gregory (Greg) Beliles, Alternate Member Angela Farford, Member
Also Present:	William B. Killingsworth, City Manager (CM) Kevin Hogencamp, Deputy City Manager (DCM) Jason Gabriel, City Attorney (CA) Donna Bartle, City Clerk (CC) Ladayija Nichols, Deputy City Clerk (DCC) Steve Swann, City Engineer (CE) Amanda Askew, Planning & Community Development Dir. (PCDD)

CALL TO ORDER
Mayor Ford called the meeting to order at 6:03 PM.

1. INTRODUCTIONS
Mayor Ford introduced Brian Icerman representing Jones Edmunds.

2. PUBLIC COMMENT
Mayor Ford explained the process for public comment and requested that Greg Powell be allowed 10 minutes to speak since he has been working on data and reports that pertain to the workshop discussion.

CC Bartle called speakers to the podium:

DRAFT

Greg Powell presented as detailed in a handout (which is attached hereto and made part of this Official Record as **Attachment A**).

Bruce Andrews expressed concerns regarding flooding.

Chris Bettinger spoke about permeable pavement systems.

Ethan Henninger spoke about permeable pavement systems.

Karl Klein read a memo (which is attached hereto and made part of this Official Record as **Attachment B**).

Lee Elmore asked questions about swales and stormwater remediation.

Kelly Elmore spoke about possible stormwater solutions.

Susanne Barker spoke about different means of resiliency.

Lisa Herrold spoke about the importance of environmental consideration.

Max Saxston shared information about artificial turf.

Kate Kettell spoke about permeable pavement systems.

Carol Schwarz provided suggestions for stormwater management.

Kendell King provided suggestions for stormwater management.

Linda Lanier provided suggestions for stormwater management.

Brinkley Harrell expressed concerns about stormwater management.

6-17-24 Attachment A
6-17-24 Attachment B

1. **OVERVIEW: STORMWATER MANAGEMENT PROGRAM AND ONSITE STORAGE HISTORY – STEVE SWANN, CITY ENGINEER**

CE Swann presented as detailed in pages 3-16 of the agenda packet.

PCDD Askew presented as detailed in pages 17-23 of the agenda packet.

2. **PRESENTATION – JONES EDMUNDS ENGINEERING AND CONSULTING SERVICES**

Mr. Icerman presented as detailed in a slideshow presentation (which is attached hereto and made part of this Official Record as **Attachment C**).

DRAFT

6-17-24 Attachment C

3. QUESTIONS AND DISCUSSION – CITY COMMISSION

Commissioner Kelly inquired about the maintenance of paver systems. Chris Bettinger explained that studies have been completed to help explain how these systems work. He explained that the easiest maintenance practice of these systems would be daily care. The maintenance process for artificial turf was explained.

Commissioner Waters thanked Mr. Powell for his presentation and asked about the storage of stormwater. Mr. Powell recommended determining what the goal is regarding how stormwater is managed. He expressed that once this is determined, then a plan can be made based on this goal. Mr. Icerman explained that his analysis of the stormwater storage was from a perspective of coming up with their own calculations.

Commissioner Bole expressed that the City needs to look at this topic from a macro level view so that decisions are inclusive.

Mayor Ford inquired about permeable systems. Mr. Bettinger explained how permeable pavers dispel unwanted materials and how the systems are maintained.

Member Arthur inquired about potential funding issues. Mr. Icerman clarified that there were more project needs than funding available. Member Arthur also asked about stormwater drainage and different sections of Chapter 24. Mayor Ford asked if the City could identify any coastal cities in FL with on-site residential stormwater retention.

Member Lagner asked if there was a list that explains where the City is with Capital Improvement Projects (CIP). CE Swann mentioned that there is a list that can be provided.

Vice Chair Golombek inquired about water seals as they relate to permeable systems. Mr. Powell explained that water seals being applied often will result in clogging. He explained the different types of pavers and how they are maintained.

Commissioner Bole expressed the importance of the City adhering to its own rules.

Vice Chair Golombek explained why this meeting was requested and encouraged the Commission to take the timeline of when Chapter 24 needs to be submitted into consideration when making changes.

Mayor Ford encouraged everyone to think about exactly what the City wants as it pertains to stormwater management. Commissioner Bole added that the budgeting needs for projects are important as well.

Member Gear inquired about permeable assets. Mr. Icerman explained that pools have not been looked at; however, based on math, stormwater calculations would be treated as a post recent rain events since stormwater designs are meant to be completed after these events.

DRAFT

Mayor Ford expressed that he would like to have more citizens engaged at the next meeting.

ADJOURNMENT
The meeting adjourned at 8:36 PM

Attest:

Donna L. Bartle, City Clerk	Curtis Ford, Mayor

Date Approved:_____

DRAFT

Attachment A to
6-17-24 Minutes

COAB STORMWATER WORKSHOP
Monday June 17, 2024, 6:00 PM
Gregory Powell, PhD, PE

For Clerk For Record

Good evening! For the Record:

1. Name: Gregory Powell
2. Address: 1871 Selva Marina Drive, Atlantic Beach, FL. 32233
3. I have lived at this address for over 30 years.
4. BS(1972), ME(1975), Ph.D.(1980) in Engineering, from the University of Florida.
5. Licensed Professional Engineer in Florida since 1982 (PE No. 31165).
6. Worked for over 40 years as a consulting engineer specializing in Civil, Environmental and Water Resources Engineering.
7. I have testified as an expert in administrative hearings and in court over 15 times on subjects including: Hydraulics, Hydrology, Water Quality, Water Supply, Stormwater Management, and Wastewater Disposal.
8. I am now semi-retired, and I am here representing myself as a property owner in COAB.

If time will allow, there are a number of issues with the current Chapter 24 stormwater regulations that are TECHNICALLY INCORRECT, and in my professional opinion, they are NEITHER REASONABLE nor APPROPRIATE.

However, before I address those issues, I would like to start with **three** aspects of the Chapter 24 Stormwater Regulations that are **foundational**, and in my opinion are REASONABLE AND APPROPRIATE.

1. The OBJECTIVE of the Chapter 24 Regulations:
   a. As discussed in the Storm Water Master Plan, developed by CDM, as far back as 2012 (SWMP 2012), the objective of the stormwater regulations is to control EXCESS stormwater runoff from IMPERVIOUS surfaces.
   b. EXCESS runoff is the **increased** runoff from an IMPERVIOUS surface, when compared to runoff from a typical PERVIOUS area (SWMP, 2012).
   c. It's clear from the language of the code cited in this document that there shall be no increase in the **rate or volume** of flow from development or redevelopment of a lot.
   d. It is also clear from the history of development in Atlantic Beach, and other places, that unregulated development leads, over time, to increases in the percent impervious area, which increases offsite stormwater runoff, which can lead to localized flooding.
   e. This OBJECTIVE is both REASONABLE AND APPROPRIATE.
   f. My concerns are not with the OBJECTIVE, but with the IMPLEMENTATION.

2. The DESIGN STORM EVENT required by Chapter 24.
   a. The design storm required is a 25-year, 24-hour event with a rainfall depth of 9.3 inches.
   b. This design storm is commonly used in stormwater analysis and regulation.
   c. In my professional opinion it is REASONABLE AND APPROPRIATE.

3. The DEFINITION OF IMPERVIOUS SURFACE (Section 24-17)
    a. The first sentence of this definition is CORRECT.
    b. An ***IMPERVIOUS SURFACE*** is a surface that **prevents** the entry of water into the soil.

I will not be presenting any calculations today to support my conclusions. However, I have provided them, in the past to City staff and would be happy to provide them to others that wish to review them.

Now, I would like to discuss my concerns with the Chapter 24 stormwater regulations.

1. The expanded definition of ***Impervious Surface*** in Chapter 24 is TECHNICALLY INCORRECT after the first sentence.
    a. While it is true that some surfaces made of concrete, asphalt, brick, or plastic are effectively impervious, the definition should NOT be based on the **materials of construction --** It should be based on the ***infiltration rate*** of the material.
    b. There are many products made from concrete, asphalt, brick, and plastic that are partially or effectively PERVIOUS. Examples include:
        i. Permeable Pavers,
        ii. Porous Pavers or "Turf Blocks",
        iii. Permeable Concrete or Asphalt,
        iv. Pervious Pavers, and
        v. Artificial Turf.
    c. To exclude these products based solely on the material of construction is **a significant stormwater management mistake** that is UNREASONABLE AND INAPPROPRIATE.
    d. In Northeast Florida, rainfall events with an intensity of 4.0 inches/hour have a return period of 100-years (US Department of Commerce, Weather Bureau, Technical Paper No. 25). Furthermore, most "typical" PERVIOUS surfaces in Atlantic Beach have an infiltration rate that is less than 4.0 inches/hour.
    e. Consequently, if test data or manufacturer's specifications confirm a long-term infiltration rate greater than or equal to 4.0 inches/hour, it should be classified as 100% PERVIOUS.
    f. I have personally conducted tests on pervious pavers and found the infiltration rates to be well above 4 inches/hour even after subjecting them to mud flows and applying water seal.
    g. A suggestion for correcting the definition of ***Impervious Surface*** is provided below:
        i. In the 2nd sentence, insert the word "may" before the word "include".
        ii. Insert the following sentence between the 2nd and 3rd sentences. "Construction products or the surface materials that may be impervious, as discussed above, can be classified as PERVIOUS, if test results or manufacturer specifications confirm that the long-term infiltration rate is greater than or equal to 4.0 inches/hour, and the base or lining is not impervious."
        iii. Delete the last sentence. This statement about pools is incorrect (see #5 below).

2. Chapter 24 regulations should be based on the Curve Number (CN) Method, NOT on a "modified" rational method, because the CN method is more **accurate and justifiable.**
    a. The CN method is now the required procedure by many municipal and regional authorities [*Handbook of Hydrology*, Maidment (1983)].

b. The CN method has largely replaced the rational method for calculating runoff volumes and peak runoff rates for several reasons:
   i. Literature values used with the rational method depend on storm intensity, duration and other drainage basin factors that require significant judgement, rather than justifiable or measurable data – it may be **simple**, it can be **very inaccurate**.
   ii. The CN method incorporates many of the physical characteristics (i.e., land cover, soil characteristics, and storm depth) that determine the runoff **volume.**
   iii. Consequently, the CN method is much more **accurate and justifiable**.
   iv. Also, peak runoff **rates** and the impact of onsite storage can be determined from CN methods. The procedures are discussed in *Urban Hydrology for Small Watersheds* (USDA, Technical Release-55, 1986).

c. Since the **objective** is to determine the onsite storage needed to control **excess** runoff from **impervious surfaces**, the more accurate CN method should be used.

d. Then, the results can be easily converted to a simple modified rational formula for regulatory simplicity.

3. The **CN for a typical pervious surface in AB**
   a. Using soil data for Atlantic Beach from the Natural Resources Conservation Service (NRCS web soil survey), I determined that a typical pervious surface in AB (i.e., upland, grassed open space in good to fair condition) has a CN of 65.
   b. Jones/Edmunds used the CN method in Attachment 1 to the SWMP Update (October 2018) and found the same exact value for typical pervious area in AB.
   c. I recommend that this CN-value (65) for a typical pervious area in AB, along with the standard CN for an impervious surface (98), be incorporated into Chapter 24, for clarity and consistency.

4. The Chapter 24 "modified" rational formula used to determine onsite storage is NOT CORRECT.
   a. Using the standard CN method, the calculation shows that the AB Code requires a property owner to install **more than twice** the onsite storage as is necessary to meet the stated objective to control the **excess** runoff from impervious surfaces.
   b. This error in Chapter 24 can be **easily corrected** by changing the constant at the beginning of the formula [Redline, Sec 24-89 (c)(9)] from 0.92 to 0.44.
   c. Furthermore, while it is true that the SWMP objective requires limiting both **excess runoff volume** and **peak discharge** rate, the CN methods in TR-55 show conclusively that if the onsite storage volume criteria is met, the peak discharge rate criteria also will be met.
   d. **Consequently**, there is no need to regulate peak discharge separately, and appropriately, the AB code does not provide a formula for calculating peak discharge.

5. Classifying all swimming pools as 50% impervious is INCORRECT, ARBITRARY AND UNJUSTIFIED.
   a. **At best**, this pool credit was based on consensus of the AB City Commission, with input from staff. The credit was NOT backed by sound science or engineering.
   b. **Infinity pools** have little or no freeboard and should be considered 100% IMPERVIOUS.

c. **Standard swimming pools** use a surface skimmer to remove floating debris and the skimmer is usually installed between 4.5 and 5.5 inches below the deck or coping. This defines the normal water level and the pool's freeboard.

d. **If** the pool freeboard is at least 4.3 inches, **which is the case for most standard pools**, runoff from the pool during the design storm event will be no more than from a typical pervious area in Atlantic Beach (i.e., the pool will not cause any **excess** runoff). Therefore, the pool should be considered 0% IMPERVIOUS.

e. **If for some reason**, a pool's normal freeboard (PFB) is less than 4.3 inches, calculation of PERCENT IMPERVIOUS is simple and straight forward.

Pool Freeboard ≥ 4.3 inches: %IMPERVIOUS = 0%

Pool Freeboard < 4.3 inches: %IMPERVIOUS = [1-(PFB (inches)/4.3 inches)]*100

6. **Artificial Turf**, which AB previously considered pervious, is now being classified as impervious.
   a. The UF/IFAS paper, mentioned in the Comprehensive Plan Presentation, did not call artificial turf either IMPERMEABLE or IMPERVIOUS. As discussed above (issue #1), artificial turf should be classified on its ability to infiltrate water.
   b. I have seen data from artificial turf manufacturers (independent testing labs) that show infiltration rates exceeding 500 inches/hour.
   c. The UF/IFAS paper relied on other studies, which are not directly applicable to AB for SEVERAL reasons:
      i. Just one example, the authors point out that this experimental setup is most appropriate for TEMPERATE climate conditions. Atlantic Beach is considered HUMID SUBTROPICAL. There are several other reasons why this study is NOT APPLICABLE.
      ii. The depth(small) and duration(short) of the simulated rainfall events.
      iii. The relatively small plots, and high simulated slopes when compared to AB.
   d. The redline version of Chapter 24 states that artificial turf is ***prohibited within the dripline of a regulated tree***. This statement is NOT JUSTIFED OR JUSTIFIABLE. Even if the impervious character of artificial turf were somehow justified, it would NOT justify the prohibition. There are numerous examples of truly impervious surfaces within the dripline of regulated trees that have been in place for years without an adverse impact to the tree.

7. **Professional Engineering Certification**

As a Professional Engineer, I would suggest that permit applications, submit with plans and specifications, signed, and sealed by a Florida PE should be reviewed by a PE.

I would suggest the following language be included in Chapter 24:

If a Professional Engineer (PE), licensed in the State of Florida, provides the COAB with a signed and sealed engineering report for an onsite stormwater management system (including necessary plans, specifications, and calculations), and certifies that the system meets the objectives and requirements of Chapter 24, only the City Engineer, or a licensed engineer under the City Engineer's responsible charge, shall review the plans and approve/disapprove the permit. Furthermore, If the COAB chooses not to review the plans within a reasonable time

(TBD), the permit should be automatically approved. However, if the City Engineer requests further information from the PE, the review clock stops until the PE responds.

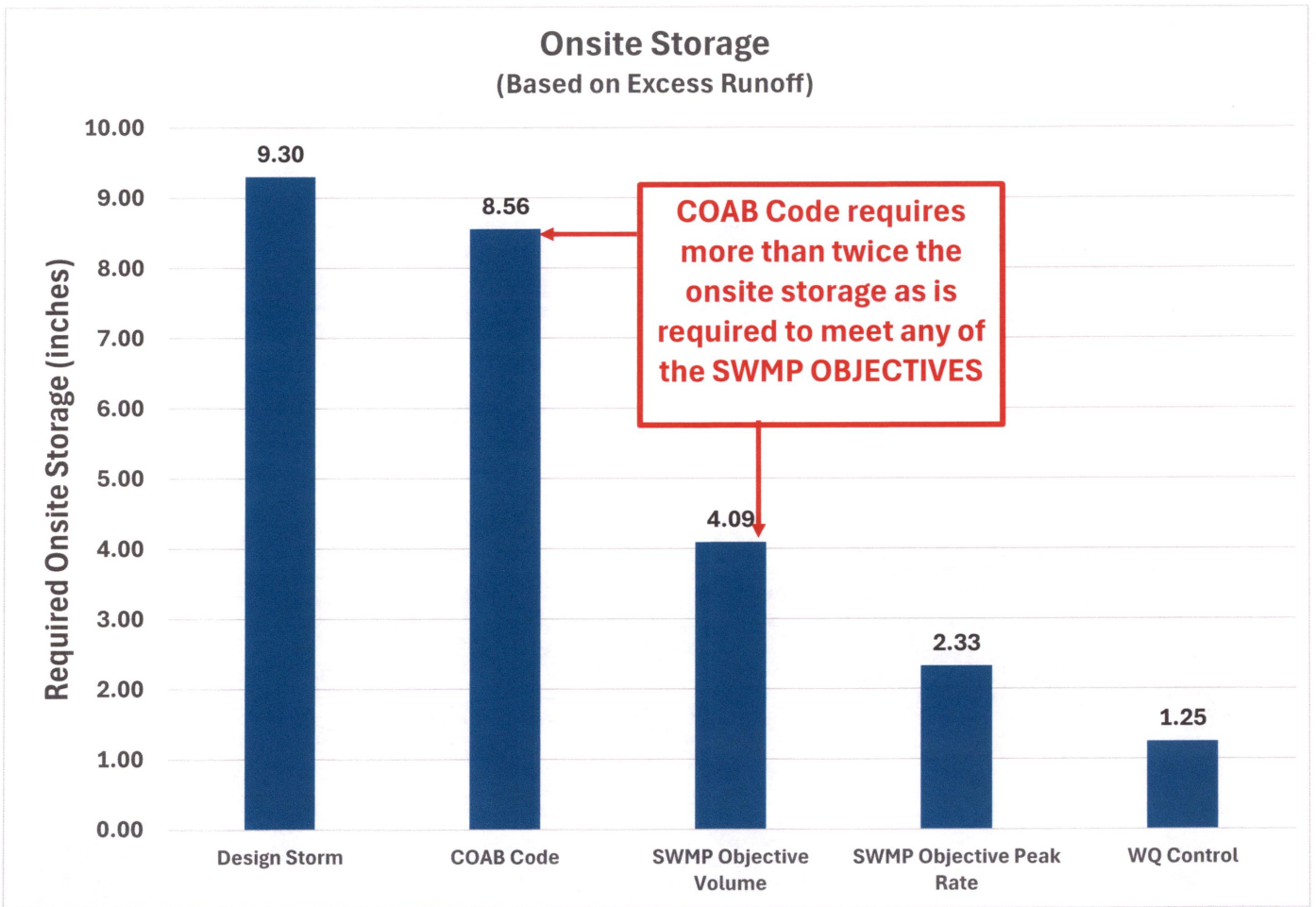
This is not intended to preclude a property owner from providing the COAB with the necessary information for a permit. It is intended to ensure that the work of a licensed Professional Engineer is reviewed by a similarly qualified engineer.

8. **One Last Point.** One of the unintended consequences of overreach when establishing regulations is that the citizens begin to ignore them, request more and more exceptions, or may even litigate. I can attest to the fact that some of this is happening in AB with respect to the stormwater regulations.

    a. **Regulations must be based on sound science and good engineering practices.**
    b. **To gain acceptance by those regulated**, they must be APPROPRIATE, JUSTIFIED, AND CONSISTENT.

THANK YOU FOR LISTENING TO MY CONCERNS.

ANY QUESTIONS?


Onsite Storage
(Based on Excess Runoff)
Required Onsite Storage (inches)
10.00
9.00
8.00
7.00
6.00
5.00
4.00
3.00
2.00
1.00
0.00
9.30
8.56
4.09
2.33
1.25
COAB Code requires more than twice the onsite storage as is required to meet any of the SWMP OBJECTIVES
Design Storm
COAB Code
SWMP Objective Volume
SWMP Objective Peak Rate
WQ Control

Attachment A to
6-17-24 Minutes

Hydrologic Soil Group & Areas For Atlantic Beach

Data Source: NRCS, Web Soil Survey, 5/13/2023
Area of Interest: Intercoastal Marsh to Ocean, Hanna Park to Atlantic Blvd.

Map Unit	Area (ac)	HSG[1]
7	8.5	A
14	257.4	C
22	19.3	B
24	24.2	A
29	36.2	A
32	489.4	B
33	1.7	B
35	113.2	B
36	78.3	A
42	4.3	A
49	20.7	B
58	24.9	B
62	23.3	B
71	753.6	B
Total Area =	**1855**	**% of Area**
Total A =	151.5	8%
Total B =	1446.1	78%
Total C =	257.4	14%
Typical Pervious Area CN =		**65**

[1] All A/D Soils Aassigned HSG = B.
All HSG D Soils Dropped to be Conservative
(i.e., to minimize runoff from the Typical Pervious Area).

Attachment A to
6-17-24 Minutes

Hydrologic Soil Group (HSG) & Areas For Atlantic Beach

Data Source: NRCS, Web Soil Survey, 5/13/2023
Area of Interest: Atlantic Beach Municipal Boundaries.

Map Unit	Area (ac)	HSG[1]
7	8.5	A
14	257.4	C
24	24.2	A
29	36.2	A
32	489.4	B
36	78.3	A
42	4.3	A
58	24.9	B
71	753.6	B
Total Area =	**923.2**	**% of Area**
Total HSG A =	151.5	16%
Total HSG B =	514.3	56%
Total HSG C =	257.4	28%
Typical Pervious Area CN =		**65**

[1] **All A/D Soils Further Evaluated:** Based on Drainage Class, Surface Texture, Wet Season Depth To Water Table, and Hydric Rating. All HSG D Soils Dropped to be Conservative (i.e., to minimize runoff from the Typical Pervious Area).

Estimate of Runoff and Onsite Storage Coefficients Based on Standard Curve Number Method.

Atlantic Beach Design Storm = 9.3 inches (25-year, 24-hour)

RUNOFF CALCULATION	Typical Pervious Area	Impervious Area
Average CN for Area	65	98
Soil Storage (inches)	5.4	0.20
Initial Abstraction [Ia] (inches)	1.1	0.04
Total Runoff (inches)	**4.97**	**9.06**
Equivalent Runoff Coefficients	**0.53**	**0.97**

Required Onsite Storage Volume = CAR/12 cu. ft. Reference: AB Municipal Code Sec. 24-68(b)(9)

Reasonable Value for C = 0.97-0.53 = 0.44 **NOT 0.92, as used in AB Municipal Code**

The rational or the modified-rational methods are designed to predict peak discharge rate.
IDF Curves for Jacksonville, Fl show that a 9.3 inch rainfall would have a duration of at least 24 hours.
SCS CN method uses a hydrograph method and is based on 24 hour rainfall events.
SCS CN method is more appropriate for calculating runoff volumes.

CONCLUSION: The AB Municipal Code is requiring home owners to install more than twice the onsite storage volume necessary to control runoff from the regulated impervious area during the design storm event.

Reference HEC-HMS Technical Reference Manual (USACE)

Runoff Coefficient required to Keep Peak Discharge from Impervious Area equal to Peak Discharge from Pervious Area[1]

25-Year 24-Hour Depth =	9.3	inches		Runoff
Pervious CN =	65		Qp =	4.97 inches
Impervious CN =	98		Qi =	9.06 inches
Rainfall Distribution =	Type III		Qi-Qp =	4.09 inches
Pervious Ia =	1.077	inches	Table 4.1 TR-55	
Pervious Ia/P =	0.1158			
Impervious Ia =	0.041	inches	Table 4.1 TR-55	
Impervious Ia/P =	0.0044			

Peak Discharge Coefficients:	**Pervious**	**Impervious**
Co =	2.471685	2.457317
C1 =	-0.51846	-0.52206
C2 =	-0.16808	-0.18188

Time of Concentration[2] =	**0.5**	**hr**	Min=0.1, Max = 10
Unit Peak Discharge qu =	409.7562	csm/in	396.268846 csm/in
qo = Qp*qu(p) =	7.3E-05	cfs/ft^2	Peak Pervious Unit Outflow Rate
qi = Qi*qu(i) =	1.29E-04	cfs/ft^2	Peak Impervious Unit Inflow Rate
qo/qi =	0.567173		
Vs/Vr =	0.25		

Onsite Storage Volume (ft^3) = 0.25 * P(inches)*Imp Area(ft2)/12

To Control Peak Runoff Rate the coefficient should be =	**0.25**
To Control Runoff Volume the coefficient should be =	**0.44**
The RO Coefficient in the AB Code =	**0.92**

Conclusion: If you control RO volume, you will control peak runoff rate

Note 1: Calculation Method from *Urban Hydrology for Small Watersheds,* TR-55, USDA, June 1986.

Note2:		
Lot size =	0.5	acres
L =	209	ft
n =	0.35	
2-yr 24-hr Depth =	4	inches
Land slope =	0.02	ft/ft
tc =	0.5	hr

Pool Pervious Credit Table[1]

Design Storm Volume =	9.3	Inches
Pervious Area CN =	65	
Impervious CN =	98	
Typical Pervious Area Runoff =	4.97	Inches
Impervious Area Runoff =	9.060	Inches

Total Pool Freeboard[2] (inches)	Pool Runoff (inches)	Pool Pervious Credit (%)	Pool Percent Impervious	Comments
≤0.24	9.060	0%	100%	Example: infinity pools
1.0	8.30	19%	81%	Interpolate between values, if nessary.
2.0	7.30	43%	57%	
2.3	7.00	50%	50%	
3.0	6.30	67%	33%	
4.0	5.30	92%	8%	
4.3	4.97	100%	0%	100% Pervious, No Extra Credit
5.0	4.30	116%	-16%	Pervious credit values above 100% or negative percent impervious values represent extra storage credit that could be used to offset other impervious areas. (See Example Below[3])
6.0	3.30	141%	-41%	
7.0	2.30	165%	-65%	
8.0	1.30	190%	-90%	
9.0	0.30	214%	-114%	
10.0	-0.70	239%	-139%	
11.0	-1.70	263%	-163%	
12.0	-2.70	287%	-187%	

[1] Based On **Curve Number Method**

[2] Vertical distance between normal pool water level and overflow elevations.

[3] Example: If pool freeboard is 8.0 inches, impervious area credit would equal:
0.90 x Pool Area.

Attachment A to
6-17-24 Minutes

Procedure used by Gregory Powell, PhD, PE to Evaluate Pervious Paver Permeability. (Paver #1)

Step 1: Obtained pervious paver from local distributor.

Step 2: Built plexiglass container to enclose pervious paver and sealed all sides with silicone sealant.

Step 3: Tested the containment seal around the paver and added sealant to the bottom edge of paver adjacent to plexiglass.

Step 4: Tested the new (clean) pervious paver (n=8). The 95% LCL of the permeability was **283** inches/hour.

Step 5: Flushed over a gallon of muddy water through the paver and carefully removed the 1/2 inch of mud that had accumulated on the surface.

Step 6: Tested the "poorly maintained" paver (n=3). The 95% LCL of the permeability was **21** inches/hour (5 times the AB 100 year storm intensity is 4 inches/hour).

Step 7: Dryed the "poorly maintained" paver for two days (no additional cleaning) and retested (n=6). The 95% LCL for permeability was **30** inches/hour (not statistically different from first muddy test).

Step 8: Washed off the surface of the paver with tap water and let it dry for two days. Applied Thompson's Water Seal with spray applicator, as suggested on label, and let paver dry for two days.

Step 9: Tested pervious paver after applying Thompson's Water Seal (n=5). The 95% LCL of the permeability was **120** inches/hour.

Calculation of Permeability:
The pervious paver/containment frame:

Length =	7.75	inches
Width =	3.125	inches
PP Surface Area =	24.22	sq.in
4 cups of water =	57.75	cu. inches

t(sec) = time to infiltrate 4 cups of water

Permeability (in/hr)= (57.75(cu.in.)*3600(sec/hr)/(t(sec)*24.22(in^2))

Conclusion: Permeability of "poorly maintained" pervious paver was at least 21 inches/hour or 7.4% of the new (clean) value. Even if the final permeability of the poorly maintained Pervious Paver were only 1.5% of the value when new, it would still infiltrate a 1-hour 4" storm, which is a 100 year storm event. This is consistent with EPA NPDES (EPA-832-F-21-031W, December 2021) assessment of pervious pavers (https://www.epa.gov/npdes).

Attachment A to
6-17-24 Minutes

Pervious Paver #1 Data			
Volume = 4 cups of clean water			
Trial	Time (sec)	Inches/hr	
1	17.3	496	Leaks observed, data not used
2	16.8	511	Leaks observed, data not used
3	16.2	530	Leaks observed, data not used
4	15.2	565	Leaks observed, data not used
Added silicone sealant to bottom of seam around edge of paver.			
5	23.5	365	Filling pore spaces, data not used
6	25.0	343	Filling pore spaces, data not used
7	29.0	296	Stable values
8	29.8	288	Stable values
9	28.9	297	Stable values
10	32.4	265	Stable values
11	29.3	293	Stable values
12	29.9	287	Stable values
13	29.5	291	Stable values
14	27.8	309	Stable values
Count	8	8	
Average Day 2	29.6	291	in/hr
Std Dev Day two	1.30	12.32	
STD ERR of Mean	0.46	4.36	
95%UCL	31.9	283	95%LCL of new Pervious Paver
15	210	41	After flushing muddy water through Paver
16	301	29	After adding more mud to the top of Paver
17	297	29	
Count	3	3	
Average=	269	33	
STD Dev =	51	7	
Std Err of Mean =	29.7	4.1	
95%UCL=	356	21	95%LCL poorly maintained Pervious Paver

Page 1 of 2

Attachment A to
6-17-24 Minutes

18	251	34	Scraped off the excess mud from top of paver.
19	296	29	No washing
20	285	30	dryed-out the muddy paver for two days
21	270	32	
22	250	34	
23	235	37	
Count	6	6	
Average=	265	33	
STD Dev =	23	3	
Std Err of Mean =	10.4	1.3	
95%UCL=	285	30	95%LCL poorly maintained Pervious Paver After drying for 2 days

After washing off top of paver with water (no pressure) and letting paver dry for two days.
Applied Thompson Water seal to top of paver and let dry.

24	68	126	
25	68	126	
26	70	123	
27	72	119	
28	71	121	
Count	5	5	
Average=	70	123	
STD Dev =	2	3	
Std Err of Mean =	0.8	1.4	
95%UCL=	72	120	95%LCL After Thompsons Water Seal

Conclusion: Even if the final permeability of the poorly maintained Pervious Paver were only 1.5% of the value when new, it would still infiltrate a 1-hour 4" storm, which is a 100 year storm.

Pervious Paver #2		
Area 9.5 in X 6.25 in =	59.38	in^2
4 cups of water =	57.75	in^3

Notes: flushed over 2 gallons of muddy water through paver, rinsed off excess mud (no pressure cleaning) and let dry for 2 days.

Notes: Rinsed off surface of paver and let dry for a day. Applied water seal with spray bottle and let dry before test.

New Clean Water Test Paver #2		
Trial	Time (sec)	inches/hr
1	15	233
2	16	219
3	16	219
4	15	233
5	15	233
6	16	219
7	14	250
8	15	233

Test of Dirty Paver #2		
Trial	Time (sec)	inches/hr
1	36	97
2	39	97
3	41	90
4	41	85
5	38	85
6	37	92
7	38	95
8	36	92

Thompson's Test of Paver #2		
Trial	Time (sec)	inches/hr
1	44	80
2	45	80
3	44	78
4	43	80
5	45	81
6	42	78
7	39	83
8	40	90

Count	8	8
Average	15	230
S.D.	0.71	10.85
Std Err Mean	0.25	3.84
95%UCL	16	237
95%LCL	15	**223**

Count	8	8
Average	38	92
S.D.	1.98	4.69
Std Err Mean	0.70	1.66
95%UCL	40	95
95%LCL	37	**89**

Count	8	8
Average	43	81
S.D.	2.25	3.95
Std Err Mean	0.80	1.40
95%UCL	44	84
95%LCL	41	**78**

Conclusions:

4.0 inches/hour is a 100-year return interval for Northeast Florida (COAB)

When new, the paver has a permiability of 223 inches/hour (**more than 55 times** the 100-year rainfall intensity).

After pouring more than two gallons of muddy water through the paver the permeability is still atleast 89 inches/hour (**22 times** the 100-year rainfall intensity).

After rinsing the surface of the dirty paver, letting it dry, and applying Thompson's Water Seal to the paver the permeability was still 78 inches per hour (almost **20 times** the 100-year rainfall intensity)

Attachment B to
6-17-24 Minutes

6-17-24

Dear Mr. Williams,

I received your 02/16/2021 email and it's appended report from your stormwater supervisor "Matt." It is telling that Matt's first comment is to make an unwarranted accusation against the citizen who made the complaint: "There was a slight impediment at the entrance to the swale where it appears the homeowner piles their yard waste, we opened that up and got it flowing faster." If Matt had carefully examined the "waste" removed when the swale was "opened... and flowing faster," he might have noted that it is a slurry of mud and leaves. (I can furnish photos.) This is typical of what is washed from 19th Street, down the west lane of Oak Circle, every time it rains. And it typically accumulates at the entrance to the swale, blocks it, and floods the street. In fact a considerable amount of 19th Street's stormwater is drained to the swale via Oak Circle. This homeowner (and none other to my knowledge) has never piled any yard waste into any part of the swale. (The other residents of Oak Circle can attest to this.) On the contrary, before my recent coronary surgery, I have been clearing (by hand) both the swale and the street for years -- though with little effect.

Matt is correct when he states: "The main issue lies in the road itself." Stormwater drainage (flooding) has been a serious problem on Oak Circle for as long as I have been able to observe it (about 30 years). Some years ago (when, I can't recall), the City attempted to mitigate the problem by digging up a narrow strip of the street's paving, then repaving this strip, leaving a slight indentation down its length. It was not deep enough, nor properly pitched, nor effective. I understand that this particular series of rainstorms was unusual, but Oak Circle's flooding is chronic. We've been waiting for Matt's long-term solution long enough. I beg the City to do more than "continue to keep a close eye on this." Sincerely,

Karl Klein

Attachment C to
6-17-24 Minutes

Atlantic Beach 2018 Stormwater Master Plan Update Recap

June 17, 2024

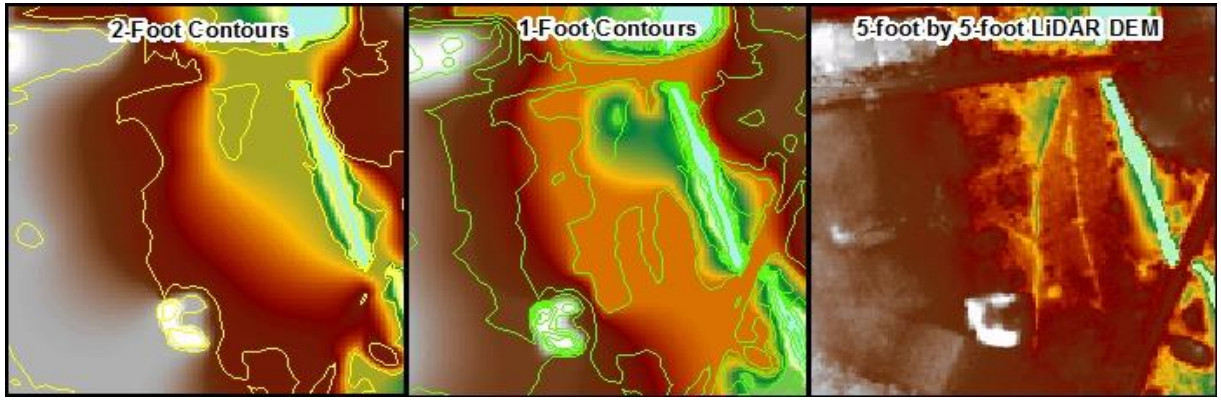
Primary Focus

JonesEdmunds

Update Stormwater Model

Conceptual Stormwater Improvements

10-year Capital Improvement Plan

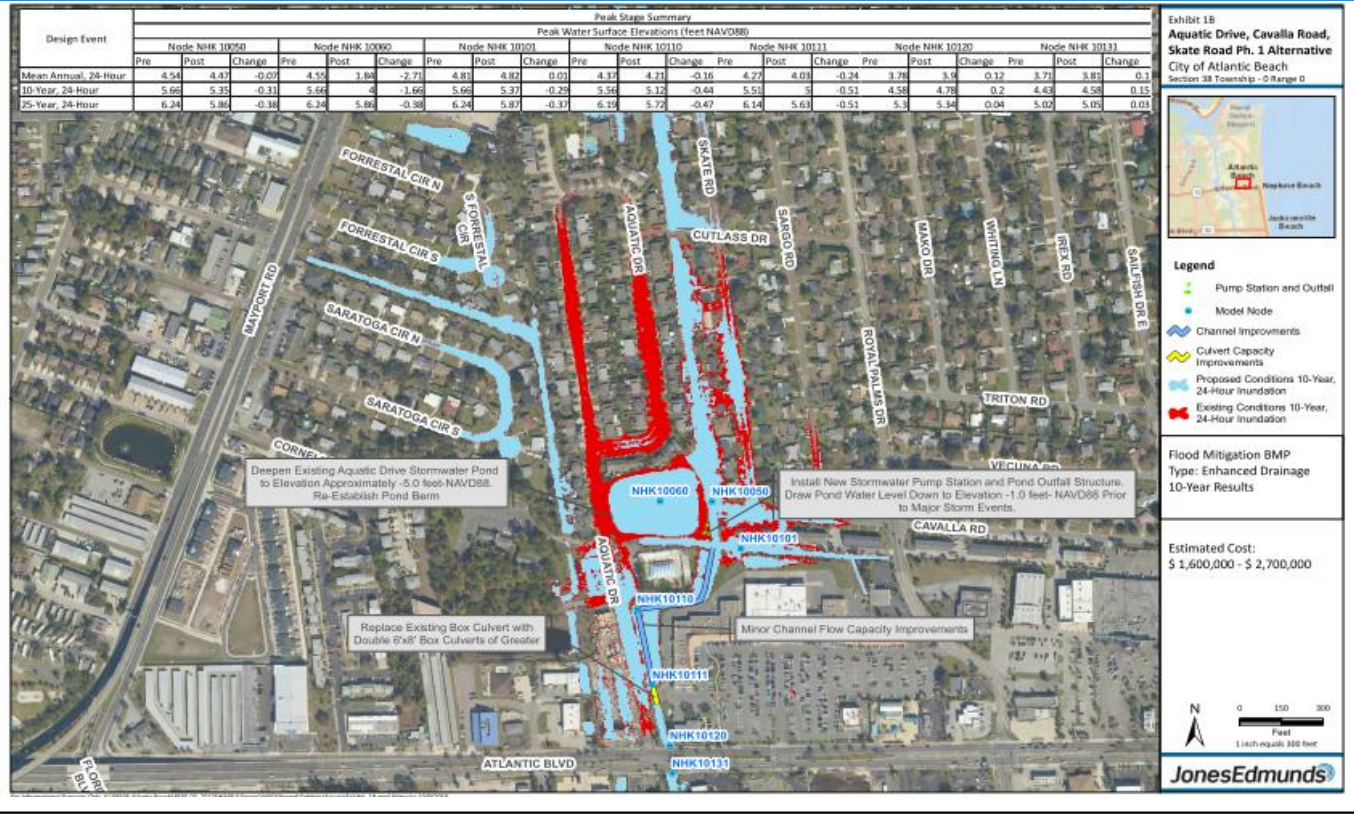


Aquatic Gardens

JonesEdmunds

Peak Stage Summary
Peak Water Surface Elevations (feet NAVD88)

Design Event	Node NHK 10050			Node NHK 10060			Node NHK 10101			Node NHK 10110			Node NHK 10111			Node NHK 10120			Node NHK 10131		
	Pre	Post	Change	Pre	Post	Change	Pre	Post	Change	Pre	Post	Change	Pre	Post	Change	Pre	Post	Change	Pre	Post	Change
Mean Annual, 24-Hour	4.54	4.47	-0.07	4.55	1.84	-2.71	4.81	4.82	0.01	4.37	4.21	-0.16	4.27	4.03	-0.24	3.78	3.9	0.12	3.71	3.81	0.1
10-Year, 24-Hour	5.66	5.35	-0.31	5.66	4	-1.66	5.66	5.37	-0.29	5.56	5.12	-0.44	5.51	5	-0.51	4.58	4.78	0.2	4.43	4.58	0.15
25-Year, 24-Hour	6.24	5.86	-0.38	6.24	5.86	-0.38	6.24	5.87	-0.37	6.19	5.72	-0.47	6.14	5.63	-0.51	5.3	5.34	0.04	5.02	5.05	0.03



3

Impervious Impact Analysis

JonesEdmunds

Figure 1 Study AOI



- Selected Test Area
- Added “local-scale” detail to the model in test Area
- Evaluated 4 Scenarios Using Updated Model
- Compared Max Flood Depth Increases for Design Storm Events

Updates to Stormwater Model

JonesEdmunds



- Increased Basin Detail
- Increased Topographic Information
- Additional Hydraulic Detail
- Future Hydrologic Conditions

5

Impervious Impact Analysis

JonesEdmunds

- Scenario 1 - 40 percent allowable impervious maintained on-site storage.
- Scenario 2 - 50 percent allowable impervious maintained on-site storage.
- Scenario 3 - 40 percent allowable impervious unmaintained on-site storage.
- Scenario 4 - 50 percent allowable impervious unmaintained on-site storage.

Figure 2 Basin Impervious Area Increases for 40 Percent Impervious Maintained Scenario

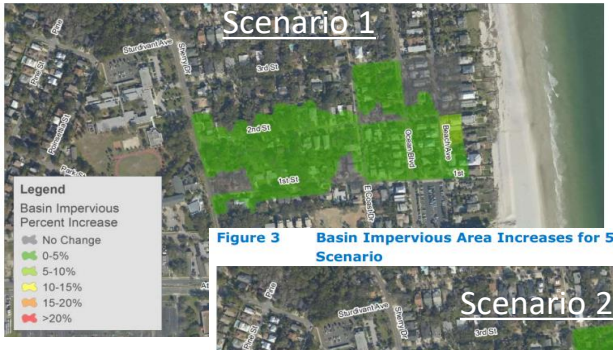


Figure 3 Basin Impervious Area Increases for 50 Percent Impervious Maintained Scenario



Figure 4 Basin Impervious Area Increases for 40 Percent Impervious Unmaintained Scenario

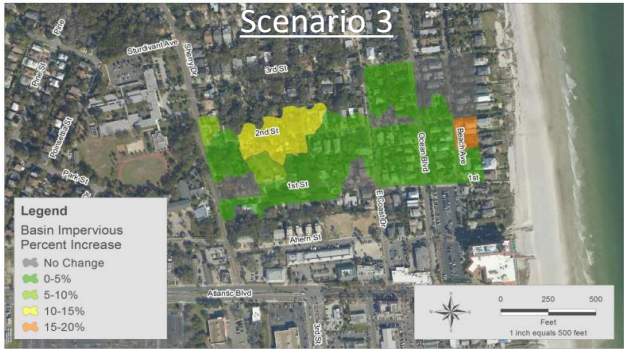
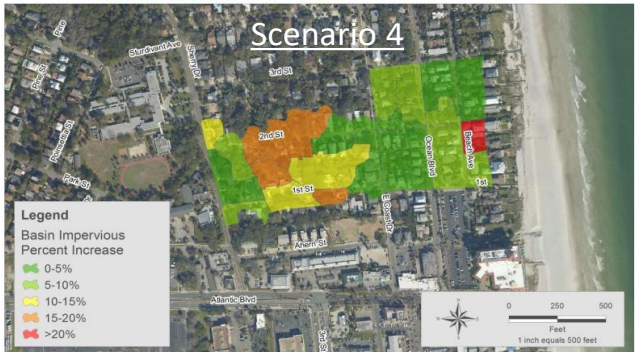


Figure 5 Basin Impervious Area Increases for 50 Percent Impervious Unmaintained Scenario



Impervious Impact Analysis

JonesEdmunds

Table 1 Maximum Flood Depth Increases from Existing Conditions

Scenario	Return Period			Average
	2-Year	5-Year	10-Year	
Scenario 1: Maximum Flood Stage Increase 40 Percent Impervious Maintained (Inches)	1	1	1	1
Scenario 2: Maximum Flood Stage Increase 50 Percent Impervious Maintained (Inches)	2	3	1	2
Difference (Inches)	1	2	0	1

Table 2 Maximum Flood Depth Increases from Existing Conditions

Scenario	Return Period			Average
	2-Year	5-Year	10-Year	
Scenario 3: Maximum Flood Stage Increase 40 Percent Impervious Unmaintained (Inches)	3	3	1	2
Scenario 4: Maximum Flood Stage Increase 50 Percent Impervious Unmaintained (Inches)	6	4	3	4
Difference (Inches)	3	1	2	2

Impervious Impact Analysis

JonesEdmunds

Key Takeaways:

- More impervious area = More Runoff = More Frequent/Intense Flooding
- On-site Storage Systems Need to Be Maintained

On-Site Storage Review

JonesEdmunds

- Section 24-66 of the COAB code required on-site storage if 250 (400 in 2018) sq. ft. or more of impervious area was added.
- The City had an existing spreadsheet method that was used to calculate required storage volume.
- The City asked Jones Edmunds to:
  - Review the spreadsheet assumptions.
  - Develop a similar but independent approach.
  - Compare results from the independent approach to the City's method at the time.

On-Site Storage Review

JonesEdmunds

Key Takeaways:

- Across 12 sample parcels, the independent method required ~10% more storage volume on average.
- The City's method at the time produced reasonable results.
- City codes and storage calculations have changed slightly since the review was completed.


Attachment C to
6-17-24 Minutes
JonesEdmunds

MINUTES
Regular City Commission Meeting
Monday, June 24, 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)
Kevin Hogencamp, Deputy City Manager (DCM)
Scott Thomas, City Attorney (CA)
Ladayija Nichols, Deputy City Clerk (DCC)
Amanda Askew, Planning & Community Development Dir. (PCDD)

1 APPROVAL OF MINUTES

None.

2. COURTESY OF FLOOR TO VISITORS

Mayport Coastal Sciences Middle School Robotics Club

DCM Hogencamp introduced Aaron Lakatos, Principal and Todd Caraway, Robotics Club Coordinator.

Mr. Caraway spoke about the Robotics Club, their most recent awards, and thanked the Commission for their support. The Robotics Club presented a plaque to the City, provided business cards (which is attached hereto and made part of this Official Record as **Attachment A**), and took a photo with the Commission.

6-24-24 Attachment A

2.A. Certificate of Completion

Mayor Ford presented the award as detailed in the agenda packet to Commissioner Ring and took a photo with the Commission.

DRAFT

PUBLIC COMMENT

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

Sarah Boren spoke in support of Ordinance No. 33-24-26.

Brinkley Harrell expressed concerns about City processes.

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (June - August 2024)

CM Killingsworth reported as detailed in the agenda. He expressed that he expects to have the items for the budget workshop the Friday before the meeting.

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

Mayor Ford introduced CA Thomas.

3.B. Proposed Tennis Instructor Regulations

CM Killingsworth briefly explained why this policy has been placed before the Commission. DCM Hogencamp explained the policy as detailed in the agenda packet. He explained that the intent is to have the policy approved by resolution at a future meeting. DCM Hogencamp answered questions from the Commission. It was agreed to clarify the usage of the court to note that the time a group takes possession of the court, is when their 90 minutes will start. Commissioner Bole suggested notifying instructors of the next Town Hall meeting.

3.C. Community Centers Survey

PCDD Askew presented as detailed in a PowerPoint (which is attached hereto and made part of this Official Record as **Attachment B**).

6-24-24 Attachment B

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

Commissioner Ring

- Inquired about the Duval County Public Schools (DCPS) records request. CM Killingsworth reported that he has received a response indicating that the cost will be determined by June 25, 2024 and that documents would be released incrementally as they are found.

Commissioner Bole

- Expressed that he would like to know the cost of renaming a park.
- Asked about the status of the lift station. CM Killingsworth reported that staff is looking to place it in the CIP for next year.

Commissioner Kelly

DRAFT

- Spoke about the Atlantic Beach Elementary (ABE) school zone lights.
- Expressed that she needed information on how to report junk mail with the new email system.
- Inquired about the CIP on the website.

Mayor Ford

- Inquired about the status of the water quality grant. CM Killingsworth indicated that the status is unknown.

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

6. CONSENT AGENDA

Mayor Ford read the consent agenda items.

6.A. Authorize the City Manager to approve the purchase order in the amount of $33,441.35 for Guardian Fueling Technologies for the labor and materials to remove the old fuel tanks and install the new 1500-gallon fuel tank at Water Treatment Plant #1.

6.B. Approve the schedule of seven additional streets to be resurfaced in the 2024 Milling and Paving Project at a cost of $139,154.77.

MOTION: Approve the Consent Agenda (items 6A, 6B) as written.

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. 24-31

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, ACCEPTING THE JUNE 10, 2024, REPORT OF THE SAFETY, TRAFFIC AND PARKING COMMITTEE AND DIRECTING STAFF TO DRAFT POLICIES, RESOLUTIONS AND/OR ORDINANCES FOR CITY COMMISSION CONSIDERATION MOVING THE SAFETY, TRAFFIC AND PARKING COMMITTEE RECOMMENDATIONS FORWARD; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

DRAFT

Mayor Ford read the title of the resolution.

CM Killingsworth explained the resolution as detailed in the agenda packet.
6-24-24 Attachment C

MOTION: Adopt Resolution No. 24-31.

Motion: Michael Waters
Second: Bruce Bole

Commissioner Bole asked for clarification of the resolution. CM Killingsworth explained that this is a response to the parking issues that have been brought before the STOP committee.

Commissioner Ring inquired about making future changes if needed. CM Killingsworth clarified what the resolution is doing. Mayor Ford commented that some changes will be ordinances and some changes will be brought forth in policies created by the CM.

Commissioner Kelly commented on policy issues.

Commissioner Waters emphasized the importance of these issues.

CM Killingsworth noted that in terms of parking the wrong way, he has instructed Chief Gualillo to issue warning tickets.

DCM Hogencamp presented an updated copy of the resolution to correct a typo on page 4. The corrected resolution is attached hereto and made part of this Official Record as **Attachment C.**

MOTION: Adopt Resolution (No.) 24-31 with the noted changes on page 4 (as amended).

Motion: Michael Waters
Second: Bruce Bole

CM Killingsworth indicated he would like to bring these changes incrementally as the recommendations are received.

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

Motion passed 4 to 1.

DRAFT

8.B. RESOLUTION NO. 24-32

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH MUNIVATE TO PROVIDE ENTERPRISE RESOURCE PLANNING SOFTWARE IMPLEMENTATION SERVICES TO THE CITY FOR $118,500; AUTHORIZING THE CITY MANAGER TO APPROVE THE EXPENDITURE OF UP TO AN ADDITIONAL $23,701 FOR MUNIVATE'S SERVICES, IF NEEDED; AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACTS 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 explained the resolution as detailed in the agenda packet and answered questions from the Commission.

MOTION: Approve Resolution (No.) 24-32.

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.

9. ACTION ON ORDINANCES

9.A. Ordinance No. 31-24-17, First Reading and Public Hearing

AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, COUNTY OF DUVAL, STATE OF FLORIDA, TRANSMITTING PROPOSED EVALUATION AND APPRAISAL REPORT BASED AMENDMENTS TO THE GOALS, OBJECTIVES AND POLICIES OF THE COMPREHENSIVE PLAN AND ALSO TRANSMITTING A NEW MAP SERIES TO THE STATE OF FLORIDA'S VARIOUS AGENCIES FOR REVIEW AND COMMENT; PROVIDING FOR ADOPTION OF SAID EAR-BASED AMENDMENTS AND NEW MAP SERIES UPON RECEIPT OF SAID COMMENTS AND COMPLETION OF THE STATE COORDINATED REVIEW PROCESS; PROVIDING FOR PURPOSE AND INTENT; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Draft 2045 Comprehensive Plan (Link)

DRAFT

Mayor Ford read the title of the ordinance.

CM Killingsworth briefly explained the ordinance.

PCDD Askew gave her presentation (which is attached hereto and made part of this Official Record as **Attachment D**). PCDD Askew answered questions from the Commission.

The public hearing was opened. DCC Nichols called the speaker to the podium.

Brinkley Harrell expressed opinions about zoning.

The public hearing was closed.
6-24-24 Attachment D

MOTION: Approve Ordinance No. 31-24-17 on first reading.

Motion: Michael Waters
Second: Bruce Bole

Mayor Ford inquired about the ability to revert back to previous lot sizes in a specific area in the future. PCDD Askew explained that the Comprehensive Plan (Comp Plan) is more general in nature. She explained that there is a specific policy that deals with Old Atlantic Beach however, the Comp Plan doesn't get specific regarding lot sizes. CM Killingsworth added that performance standards found in zoning codes are not contained in Comp Plans, they are found in Chapter 24.

Commissioner Kelly asked if the Commission would like to talk about ADUs (Accessory Dwelling Units). Mayor Ford indicated that this discussion will occur at a future meeting.

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. 33-24-25, Introduction and First Reading

AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, FLORIDA PROPOSING AN AMENDMENT TO THE CHARTER OF THE CITY OF ATLANTIC BEACH ARTICLE II, THE COMMISSION, SEC. 6 – POWERS; SUBMITTING THE AMENDMENT TO THE CHARTER FOR CONSIDERATION BY THE ELECTORS OF THE CITY FOR APPROVAL OR DISAPPROVAL; PROVIDING FOR THE APPEARANCE OF THE CHARTER AMENDMENT ON THE BALLOT; AND PROVIDING AN EFFECTIVE DATE.

DRAFT

Link to Resolution Nos. 23-02 and 24-28

Mayor Ford read the title of the ordinance.

CA Thomas explained as detailed in the agenda packet and answered questions from the Commission.

MOTION: Adopt Ordinance No. 33-24-25 on first reading.

Motion: Michael Waters
Second: Jessica Ring

Mayor Ford expressed concerns with requiring four years versus two years.

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

Motion passed 3 to 2.

9.C. ORDINANCE NO. 33-24-26, Introduction and First Reading

AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, FLORIDA PROPOSING AN AMENDMENT TO THE CHARTER OF THE CITY OF ATLANTIC BEACH ARTICLE II, THE COMMISSION, SEC. 9 – POWERS; SUBMITTING THE AMENDMENT TO THE CHARTER FOR CONSIDERATION BY THE ELECTORS OF THE CITY FOR APPROVAL OR DISAPPROVAL; PROVIDING FOR THE APPEARANCE OF THE CHARTER AMENDMENT ON THE BALLOT; AND PROVIDING AN EFFECTIVE DATE.

Link to Resolution Nos. 23-02 and 24-28

Mayor Ford read the title of the ordinance.

CA Thomas explained as detailed in the agenda packet and answered questions from the Commission.

MOTION: Approve Ordinance No. 33-24-26 (on first reading).

Motion: Jessica Ring
Second: Candace Kelly

Commissioner Ring asked for clarification on what is being added. CA Thomas answered that the added subsection will become section 15 if adopted. Commissioner Ring emphasized the importance of this proposed amendment.

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Commissioner Waters expressed that this proposed amendment is more of a philosophy.

Mayor Ford expressed that AB is a City that understands the importance of environmental stewardship and this is not something he thinks should be in the Charter.

Commissioner Kelly expressed the importance of this community's vision as it relates to the environment.

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

Motion passed 5 to 0.

9.D. ORDINANCE NO. 33-24-27, Introduction and First Reading

AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, FLORIDA PROPOSING AN AMENDMENT TO THE CHARTER OF THE CITY OF ATLANTIC BEACH ARTICLE IV, THE CITY CLERK, SEC. 28 – APPOINTMENT; DUTIES; SUBMITTING THE AMENDMENT TO THE CHARTER FOR CONSIDERATION BY THE ELECTORS OF THE CITY FOR APPROVAL OR DISAPPROVAL; PROVIDING FOR THE APPEARANCE OF THE CHARTER AMENDMENT ON THE BALLOT; AND PROVIDING AN EFFECTIVE DATE.

Link to Resolution Nos. 23-02 and 24-28

Mayor Ford read the title of the ordinance.

CA Thomas explained as detailed in the agenda packet.

MOTION: Approve Ordinance (No.) 33-24-27 (on first reading).

Motion: Bruce Bole
Second: Candace Kelly

Commissioner Kelly explained how this proposal originated.

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

Motion passed 5 to 0.

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9.E. ORDINANCE NO. 33-24-28, Introduction and First Reading

AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, FLORIDA PROPOSING AN AMENDMENT TO THE CHARTER OF THE CITY OF ATLANTIC BEACH ARTICLE II, THE COMMISSION, SEC. 9 – POWERS; SUBMITTING THE AMENDMENT TO THE CHARTER FOR CONSIDERATION BY THE ELECTORS OF THE CITY FOR APPROVAL OR DISAPPROVAL; PROVIDING FOR THE APPEARANCE OF THE CHARTER AMENDMENT ON THE BALLOT; AND PROVIDING AN EFFECTIVE DATE.

Link to Resolution Nos. 23-02 and 24-28

Mayor Ford read the title of the ordinance.

CA Thomas explained as detailed in the agenda packet.

MOTION: Approve Ordinance No. 33-24-28 as written (on first reading).

Motion: Jessica Ring
Second: Michael Waters

Commissioner Ring emphasized the importance of this proposed change.

Commissioner Bole expressed that he couldn't come up with a scenario as to where the City would have to sell a park.

Commissioner Kelly expressed that historically, the City has added parks.

Mayor Ford expressed that he can't imagine a Commission wanting to sell a park in the future.

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

Motion passed 5 to 0.

9.F. ORDINANCE NO. 33-24-29, Introduction and First Reading

AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, FLORIDA PROPOSING AMENDMENTS TO THE CHARTER OF THE CITY OF ATLANTIC BEACH ARTICLE II, THE COMMISSION, SEC. 12 – VACANCIES IN THE CITY COMMISSION, SEC. 14 – INDUCTION OF CITY COMMISSION INTO OFFICE; MEETINGS OF THE CITY COMMISSION, ARTICLE IX, ELECTIONS, SEC. 39 – NOMINATIONS, SEC. 40 – ELECTIONS: PRIMARY AND SEC. 41 – ELECTIONS: GENERAL; SUBMITTING THE AMENDMENTS TO THE CHARTER FOR CONSIDERATION BY THE ELECTORS OF THE CITY FOR APPROVAL OR DISAPPROVAL; PROVIDING FOR THE

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APPEARANCE OF THE CHARTER AMENDMENTS ON THE BALLOT; AND PROVIDING AN EFFECTIVE DATE.
Link to Resolution Nos. 23-02 and 24-28

Mayor Ford read the title of the ordinance.

CA Thomas explained as detailed in the agenda packet.

MOTION: Approve Ordinance No. 33-24-29 (on first reading).

Motion: ***Jessica Ring***
Second: ***Candace Kelly***

Commissioner Waters inquired about the logistics of primaries. Mayor Ford explained that if there are more than two candidates, the two candidates with the most votes will move forward to the general election.

Commissioner Bole inquired about cost.

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

Motion passed 4 to 1.

9.G. ORDINANCE NO. 33-24-30, Introduction and First Reading
AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, FLORIDA PROPOSING AMENDMENTS TO THE CHARTER OF THE CITY OF ATLANTIC BEACH ARTICLE XVIII, WHEN ACT TAKES EFFECT AND PERIODIC REVIEW, SEC. 81 – PERIODIC REVIEW; SUBMITTING THE AMENDMENTS TO THE CHARTER FOR CONSIDERATION BY THE ELECTORS OF THE CITY FOR APPROVAL OR DISAPPROVAL; PROVIDING FOR THE APPEARANCE OF THE CHARTER AMENDMENTS ON THE BALLOT; AND PROVIDING AN EFFECTIVE DATE.
Link to Resolution Nos. 23-02 and 24-28

Mayor Ford read the title of the ordinance.

CA Thomas explained as detailed in the agenda packet and answered questions from the Commission.

MOTION: Approve Ordinance No. 33-24-30 on first reading.

Motion: ***Michael Waters***

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Second: Jessica Ring

Commissioner Bole asked if the proposed amendments in Ordinance No. 33-24-29 were not approved, if the proposed amendments in this ordinance will make sense. CA Thomas explained that the proposed changes in this ordinance will still make sense even if the other isn't approve.

Commissioner Kelly spoke about the importance of the order of the proposed amendments on the ballot. Commissioner Ring agreed with these sentiments. Commissioner Bole added additional comments to this point. Mayor Ford asked if topic should be placed on a subsequent meeting. CM Killingsworth explained that the prioritizing of the ballot should be done at the next meeting to adhere to deadlines.

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

- Expressed the importance of keeping the splashpad operational.

Commissioner Ring

- Thanked the Mayport Robotics Club for attending the meeting. She made note that this school is on the proposed consolidation list.

Commissioner Waters

- Inquired about the splashpad. CM Killingsworth explained that an electrician went out to examine the splashpad. He explained that the chlorine count became misaligned and staff has been investigating the cause of the shut down.

Mayor Ford

- Celebrated the City's Acoustic Night event.
- Expressed that he would like to have detailed cost reporting on the splashpad.

CM Killingsworth

- Encouraged the Commission to let him know if they'd like to schedule individual meetings with him regarding budget.

13. ADJOURNMENT

The meeting adjourned at

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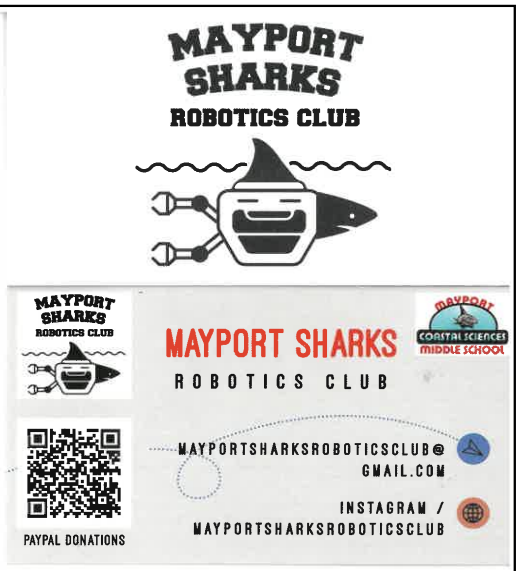
Attest:

Ladayija Nichols, Deputy City Clerk	Curtis Ford, Mayor

Date Approved:_____

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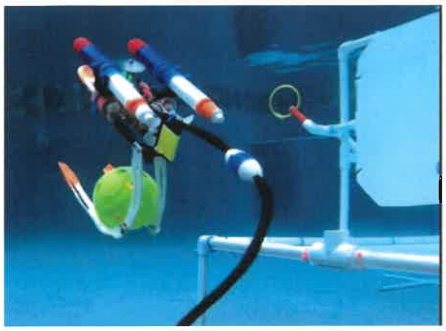
Attachmetn A to 6-24-24 Minutes



Attachmetn A to
6-24-24 Minutes

MAYPORT COASTAL SCIENCES MIDDLE SCHOOL

MAYPORT SHARKS ROBOTICS CLUB







INTRODUCING THE MAYPORT COASTAL SCIENCES MIDDLE SCHOOL ROBOTICS CLUB:

Robotics has been a part of Mayport Coastal Science Middle School for 7yrs. The Robotics Club participates in the SeaPerch Program (underwater robotics competition) annually. SeaPerch supports students in 5th to 12th grades and started in 2003. As an integrated STEM education program, SeaPerch guides participants through a real-world engineering and design project centered around building an underwater remote operated vehicle (ROV).

Through **Regional and International Competitions**, *Mayport has accumulated* **>50 trophies and awards**. *Last year,* our club won 1st place overall **Middle School *Internationals*** *at the University of Maryland* **against 200 teams from around the world**, *from countries like Dubai, China, Brazil, India, New Zealand, and Australia.*

Winning is great, but these students really commit themselves to the program and each dedicate about 200hrs each year (weekday afterschool and weekend pool practice). This helps them learn the Engineering Design Process, 3D Design, Commitment, Respect, and Teamwork.

This season, Mayport has 14 students in the Club, and 1 team won 1st place in the Houston Virtual Regional in November. The other 2 teams won the Jacksonville Regional this March, so we return this summer to the International competition at the University of Maryland!!

Friends at Mayport for Education (FAME) is a non-profit 501 (c) 3 that supports this club. **Read about FAME and its Sponsorship levels on the next page!!**

seaperch TEACH • BUILD • BECOME

Attachmetn A to 6-24-24 Minutes

Friends at Mayport for Education (FAME)

P. O. Box 49024 I Jacksonville Beach, FL 32240

***Non-profit*: IRS 501 (c) 3 organization | *Federal Tax ID*: 83-3700251**

Mayport Sharks Robotics Club Sponsorship Form

Mayport Sharks Robotics Club is seeking your support. Our goal is to ensure that every student who wants to participate in the program has the opportunity to do so. Your donation will help us accomplish this goal by providing scholarships to these deserving students. Your donation will also go towards paying expenses to help run the program such as equipment, uniforms, competitions, travel expenses, etc.

Friends at Mayport for Education (FAME) is a 501 (c) 3 non-profit organization set up to support the robotics program and other Mayport Coastal Sciences Middle School programs as directed by donors. ***Your donation may be tax deductible***, but please consult with a tax advisor.

Below are the different levels of sponsorship; however, we welcome whatever amount you are able to give.

Sponsorship Level		Benefit Your Business Receives	Circle Level
Platinum:	***$1000***	• ***GOLD PLUS:*** *Premier Advertising on our Mayport Robotics Instagram*	*Y / N*
Gold:	***$500***	• ***SILVER PLUS:*** *Representation at Competitions, School functions, etc.* • *Quarterly Newsletter keeping you updated on all things Robotics (Trophies, Scholarships, etc.)*	*Y / N*
Silver:	***$250***	• ***BRONZE PLUS:*** *Posting of specific product/service weekly* • *Thank you plaque*	*Y / N*
Bronze:	***$100***	• *Advertising on our Mayport Robotics Instagram*	*Y / N*

Business / Personal Name ***Contact Person***

Address ***Phone Number***

City, State, Zip ***Email***

We thank you for considering sponsorship of the Mayport Sharks Robotics Club!!

Make checks payable to:

- **To: Friends at Mayport for Education, Inc.**
- **Memo/For Field** (bottom of check): enter ***"Robotics Club"***
- **Mail: see address above**

Instagram: **@mayportsharksroboticsclub**
Emails: **Club**: mayportsharksroboticsclub@gmail.com
FAME: donations@friendsatmayport.org

PayPal: scan the FAME QR Code
"Friends at Mayport for Education Inc"

Attachment B to
6-24-24 Minutes

Community Center Survey

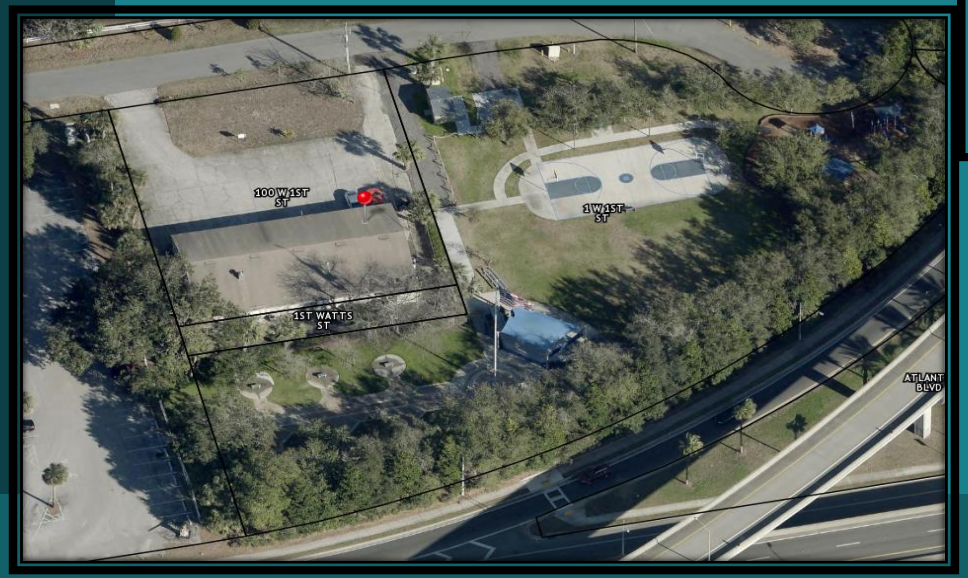




1

Survey Overview

Survey ran for approx.10 weeks
Survey contained 12 questions
201 total responses



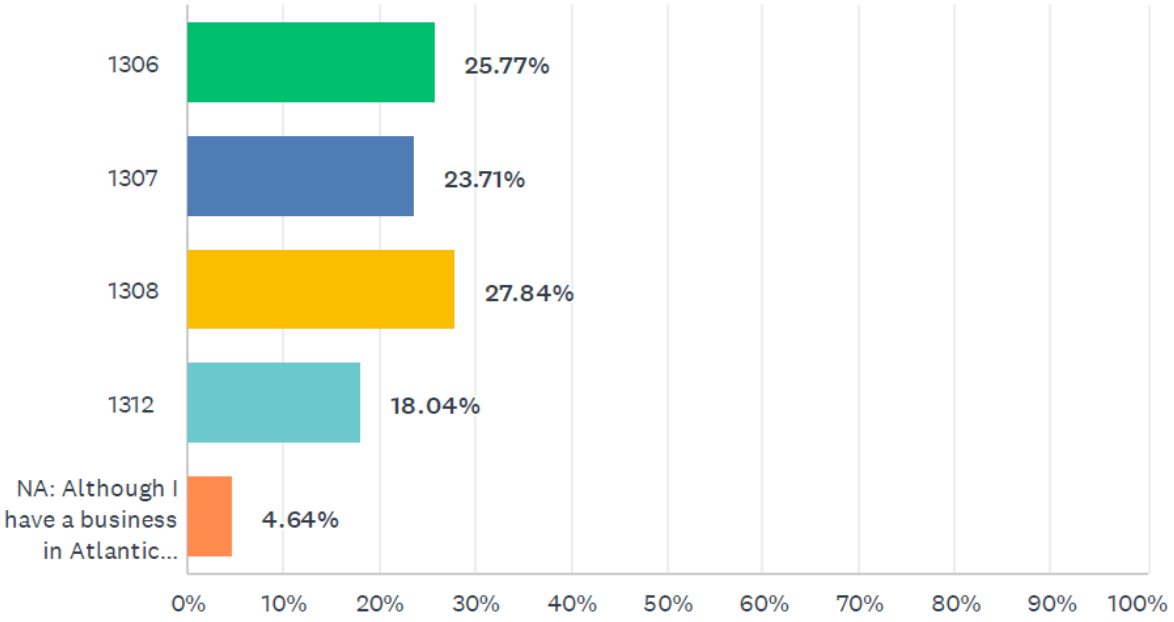
100 West 1st St.



Gail Baker – 2072 George St.

Q1 This survey is for Atlantic Beach residents/property owners and business operators. If applicable, which district do you live or own property in? (See www.coab.us/VotingDistricts.)

Answered: 194 Skipped: 7

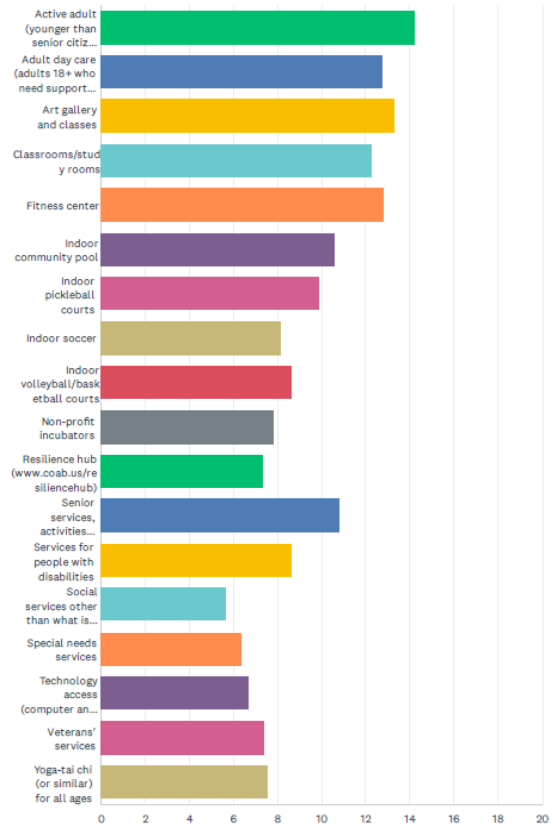


Q2 Please list new or expanded programs and activities you would like to see offered for the following age groups at City community centers (e.g. nature activities, athletic leagues, educational events, fitness classes, art workshops).

Answered: 152 Skipped: 49

	ANSWER CHOICES	RESPONSES	
2.	Children	68.42%	104
4.	Teenagers	58.55%	89
1.	Adults	71.05%	108
3.	Seniors	63.82%	97

Q3 Please rank the following (alphabetized) prospective community center uses for the Almost Home Beaches building in order of your preferences.



Answered: 198 Skipped: 3

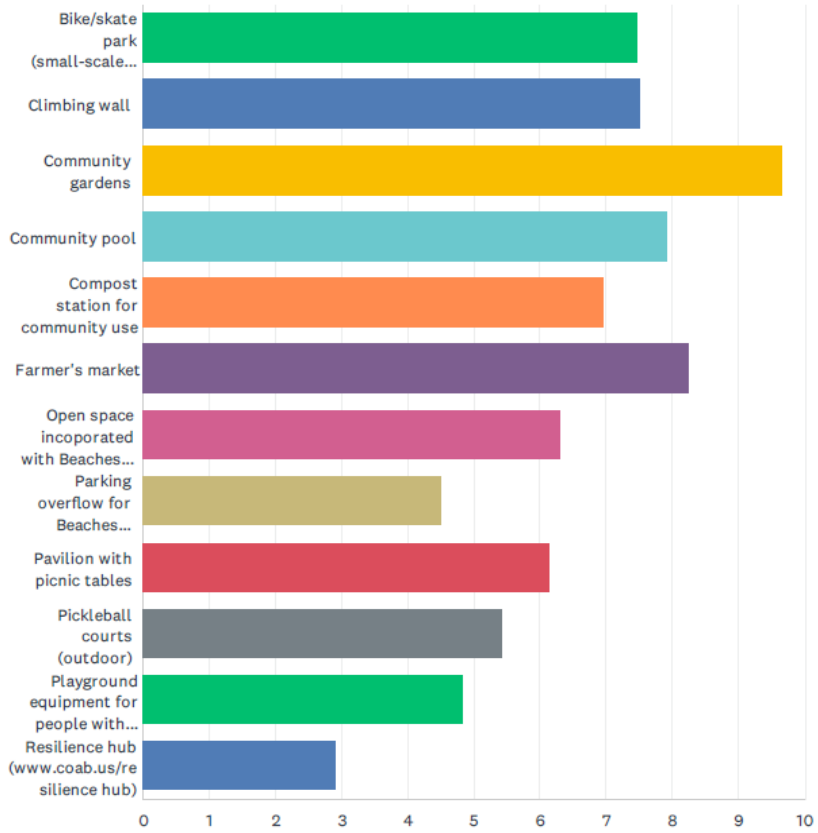
TOP 3 Responses:

1. Active adult (younger than senior citizen)
2. Art gallery
3. Fitness center

5

Q4 If rehabilitating the Almost Home facility turns out to be cost prohibitive, please rank the following (alphabetized) prospective uses for the property:

Answered: 188 Skipped: 13



TOP 3 Responses:

1. Community gardens
2. Farmers market
3. Community pool

6

Q5 Please suggest additional potential uses of the Almost Home Beaches facility/property here.

Answered: 66 Skipped: 135

TOP 3 Responses:

1. Multipurpose community center & classes: 28%
2. Do not purchase or tear down: 23%
3. Veteran Services: 8%

Q7 In what way(s) can the proposed new community center be inclusive and welcoming to diverse members of the community?

Answered: 71 Skipped: 130

TOP Responses:

1. Make free to use
2. Provide a variety of services/programs

Q8 What existing nonprofit organizations or programs can the City collaborate with to enhance its community center offerings?

Answered: 61 Skipped: 140

TOP Responses:

1.BEAM:	12%
2. Habitat	8%

Q9 What are your concerns or reservations, if any, about opening a new community center?

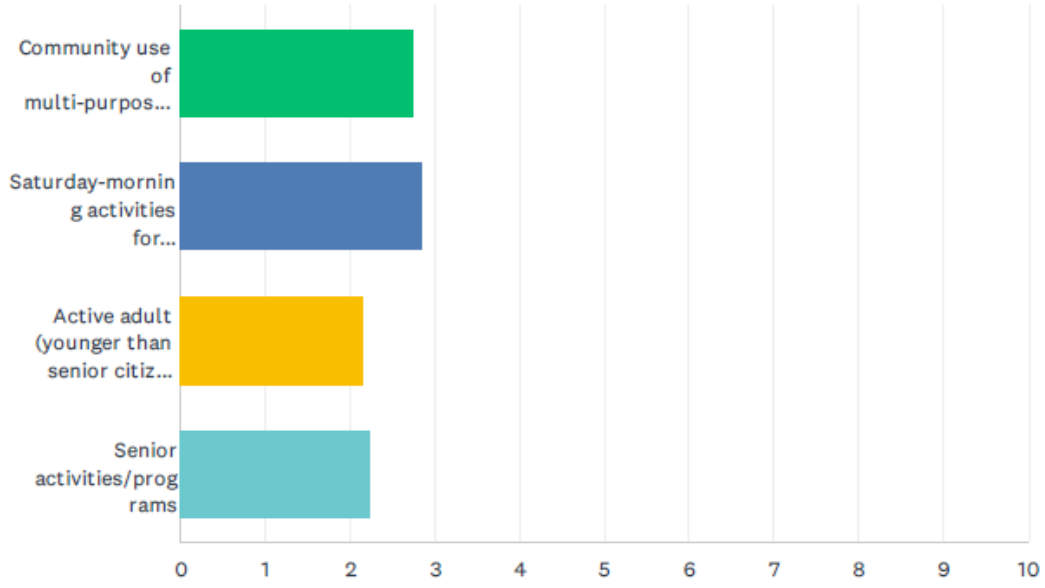
Answered: 97 Skipped: 104

TOP Responses:

1. Cost/budget and staff
2. Maintenance of buildings

Q10 Please rank (1-4) the following (alphabetized) current and prospective uses for the Gail Baker Community Center in order of your highest priority. (After-school and summer youth programs are not listed here because they are solidly in place at Gail Baker Community Center through the Boys and Girls Clubs of Northeast Florida.)

Answered: 163 Skipped: 38



11

Q11 Please suggest additional potential uses of Gail Bail Community Center here.

Answered: 49 Skipped: 152

TOP Responses:

1. Classes for community: 20%
2. Concert/music venue: 8%
3. Multipurpose space: 8%
4. Classes/tutors for kids: 6%
5. Teens & young adults: 6%

12

Q12 Please provide any additional feedback you have regarding the Gail Baker Community Center and the Almost Home Beaches building/property.

Answered: 42 Skipped: 159

TOP Responses:

1. Classes for community: 20%
2. Concert/music venue: 8%
3. Multipurpose space: 8%
4. Classes/tutors for kids: 6%
5. Teens & young adults: 6%

13

**Attachment C to
6-24-24 Minutes**

RESOLUTION NO. 24-31

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, ACCEPTING THE JUNE 10, 2024, REPORT OF THE SAFETY, TRAFFIC AND PARKING COMMITTEE AND DIRECTING STAFF TO DRAFT POLICIES, RESOLUTIONS AND/OR ORDINANCES FOR CITY COMMISSION CONSIDERATION MOVING THE SAFETY, TRAFFIC AND PARKING COMMITTEE RECOMMENDATIONS FORWARD; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on June 12, 2023, the City Commission established the Safety, Traffic and Parking Committee by Resolution No. 23-20, repealing and replacing Resolution No. 23-11. The committee's purpose is to review safety, traffic and parking matters, and make recommendations to the Commission that aim to improve transportation systems, processes and policies in the City.

WHEREAS, the Safety, Traffic and Parking Committee has completed a portion of its work, having held public meetings, received public input, and conducted a thorough review of the City policies and codes; and

WHEREAS, on June 10, 2024, the Safety, Traffic and Parking Committee submitted a report to the City Commission delineating policy recommendations approved at the Committee's May 29, 2024, meeting; and

WHEREAS, for the purpose of moving approved Safety, Traffic and Parking Committee recommendations forward, and the City Commission directs staff to draft policies, resolutions and/or ordinances for City Commission consideration:

1. <u>Demarcating Parking Spaces</u>

1.1. 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 to ensure that public parking is efficient, safe, and convenient for motorists.

Benefits of clearly demarcating parking spaces:

1. Improved Parking Efficiency: Clear markings 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.
2. Enhanced Safety: Properly defined parking spaces help drivers park accurately, reducing the risk of collisions and property damage. Clear markings also help pedestrians navigate parking areas safely.
3. 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.
4. 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.
5. Clear Parking Policies: Clearly marked parking spaces reinforce parking regulations and policies, making it easier for drivers to understand and comply with parking rules.

6. Reduced Confusion and Frustration: Clear markings eliminate confusion and frustration among drivers, minimizing the likelihood of parking disputes and conflicts.
7. Enhanced Traffic Flow: Efficient parking contributes to smoother traffic flow, reducing congestion and delays, especially in high-traffic areas.
8. Improved Pedestrian Safety: Clear markings help separate pedestrian areas from parking spaces, reducing the risk of collisions, and creating a safer environment for pedestrians.
9. 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.

1.2. Policy

Public parking spaces should be clearly 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 right-of-way constraints in various areas of the city, the city should have parking zones as delineated in EXHIBIT A.

1.3. Enforcement

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

1.4. 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.

2. <u>Parking Policy: Rights-of-Way Obstruction</u>

2.1. Definitions

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.

2.2. 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.

2.3. Policy
Plantings, landscaping material or other obstruction within public rights-of way are not permitted per the city Code Sec. 19-1.

Whenever plantings, landscaping material or other obstruction within public rights-of-way obstruct the ingress and/or egress of the rights-of-way, they shall be removed upon request by the city, and in the event of failure by the owner to so move them, 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.

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

2.5. 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.

3. <u>Turf Grid System Parking</u>

3.1. Definition
Grass block pavers - also known as turf block pavers or grow-through pavers - are an alternative to asphalt, concrete, and traditional pavers. They're made of concrete or recycled plastic with open cells that allow grass to grow through them. They're a porous, eco-friendly option for parking areas and driveways.

3.2. Purpose
The purpose of this policy is to establish protocols regarding turf grid systems for parking, which the city has identified as being a viable tool in demarcating public parking spaces.

3.3. Policy
The City should allocate funding annually to improve its turf grid system parking:

- To demarcate public parking spaces counted towards beach renourishment cost-share funding, where feasible.
- On a case-by-case basis, demarcating public parking spaces in other areas of the City where unpaved rights-of-way have been customarily utilized for public parking.
- The City shall ensure that all turf grid system parking adheres to Florida statute 316.1945 and Florida Greenbook parking space dimension requirements.

4. <u>Paid Parking: Enforcement</u>

4.1. Policy
The City Commission should budget funds to ensure that parking regulations and associated penalties are adequately enforced.

5. Paid Parking: Times and season; fine amounts

5.1. Policy
Paid parking should operate with the following stipulations:

- The 18th-19th street paid parking hours should be extended to 9 a.m. to 9 p.m. from March 1 through Sept. 30.
- The fines in Atlantic Beach for overtime parking violations should be identical citywide, excluding Beaches Town Center.
- Based on future conditions and analyses of parking utilization, the City Commission should consider expanding paid parking.

6. Paid Parking: Net paid parking revenue

6.1. 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 (currently 18th-19th streets) 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.

6.2 Policy Recommendation
The City shall 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 should be used to pay for the program's management and maintenance costs; also, the fund may be used to pay for safety and complete streets projects; landscape and/or hardscape improvements; alternative transportation solutions; and to pay for management of the paid parking program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH.

Section 1. Acceptance of Final Report. The City Commission hereby accepts the June 10, 2024, Report of the Safety, Traffic and Parking Committee adopted by the Committee on May 29, 2024.

Section 2. Direction to Staff. The City Manager is hereby directed to draft policies, resolutions and/or ordinances for City Commission consideration moving the Safety, Traffic and Parking Committee recommendations forward.

Section 3. Severability. If any provision of this Resolution or its application to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of this Resolution which can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable.

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

PASSED AND ADOPTED by the City of Atlantic Beach, this 24th day of June 2024.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

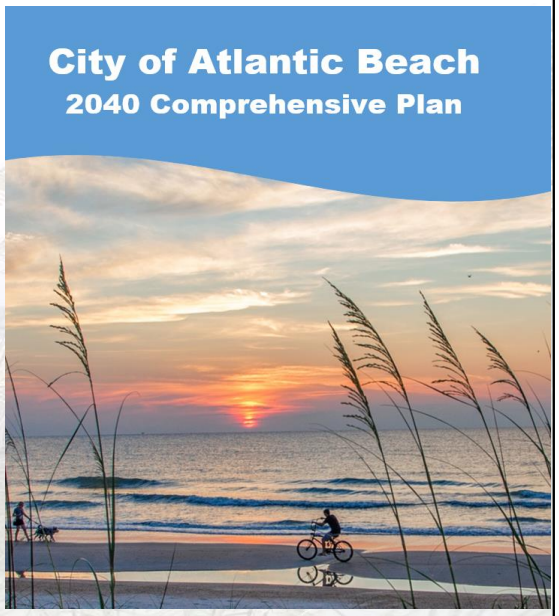
_____
Jason Gabriel, City Attorney

Comprehensive Plan 2045
Proposed Amendments

July 10, 2023 Jan. 17,
2024 & June 10, 2024

What is a Comprehensive Plan?

- Required by State for all municipalities
  - 1981: AB's 1st Comp Plan
  - Updated every 7 years
- Purpose:
  - Guide future actions & decision making
  - Present long range goals, objectives & policies
- Serves as the foundation for land development regulations
- Covers a long-term time horizon



7-year Update

- Evaluate Comp Plan
- Identify new state requirements (i.e., *Property Rights Element*)
- Update numbers/data
- Other changes necessary
- Notify & send changes to the State

Attachment D to
6-24-24 Minutes

Public Meetings

March 2022	Community Development Board Meeting
April 2022	Commission meeting
April 2022	Town Hall meeting

(staff put on hold to get LEED 4.1 certification)

April 2023	Community Development Board meeting
May 2023	Public Input meetings (held same meeting on the same day at two difference times)
June 2023	Public Input meetings (held same meeting on the same day at two difference times)

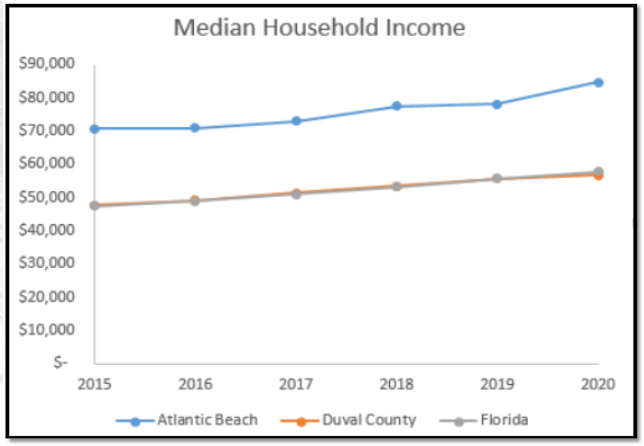
Jan. 20, 2024	Town Hall Meeting
Jan. 22, 2024	Commission Workshop
Feb. 20, 2024	Community development Board Meeting - workshopped
May 21, 2024	Community Development Board – formal recommendation of approval

Title & Introduction

- Informational
- Background of Comp Plan process & history
- Demographic Assessment and Ecosystem Analysis from the LEED for Cities certification
  - Updated with most recent data

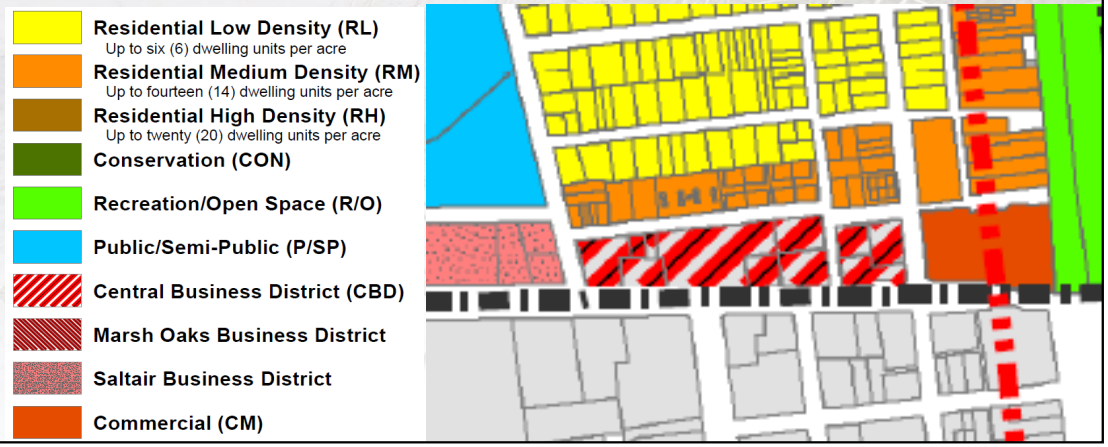
Year	Population	Growth/Decline
1930	164	-
1940	468	185%
1950	1,604	243%
1960	3,063	91%
1970	6,132	100%
1980	7,847	28%
1990	11,636	48%
2000	13,368	15%
2010	12,655	-5%
2020	13,824	9%

Atlantic Beach	Duval County	Florida
$84,830	$56,769	$57,703



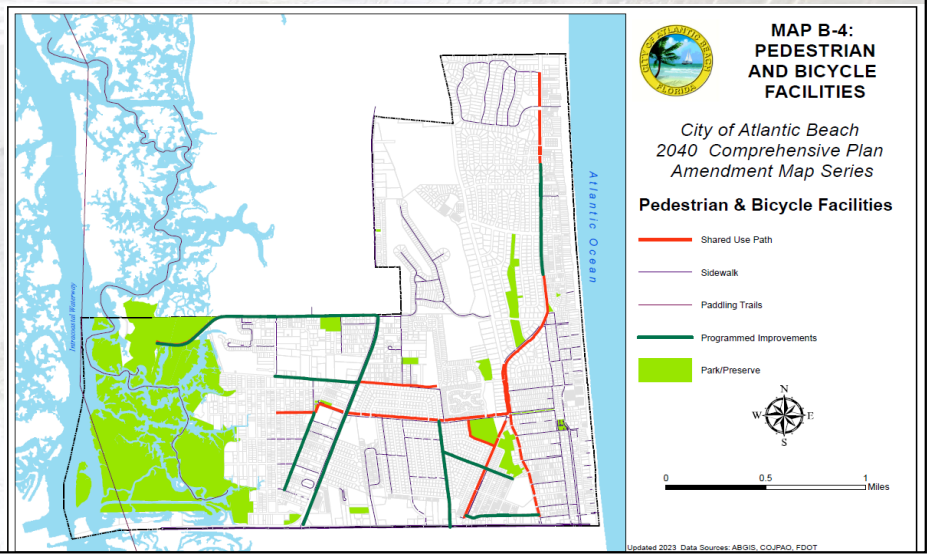
Future Land Use Element

- Remove wetland buffer language
  - Refer to zoning code
  - Buffers still required in code
- Add marsh protection language (public feedback)
- Apply medium density for Central Business District (CBD)
  - Code allows residential in CBD zoning district.
  - Need to establish density in Comp Plan or remove residential use from code.
  - Surrounding districts allow medium density



Transportation Element

- Add minimum Level of Traffic Stress (LTS) targets based FDOT guide
  - FDOT wants measurable targets
  - Aligns with Connectivity Plan and other Comp Plan goals/objectives
- Add “Complete Streets” goal, objective and policies
  - Complete Streets Policy adopted by commission
  - Adding to Comp Plan makes it more “official” and visible



Infrastructure Element

- Update numbers
- Add required state language

Conservation & Coastal Management

- Relocating/reorganizing language
- Add marsh protection language based on public feedback
  - Objective D.1.6

Recreation & Open Space Element

- Revised LOS for baseball/softball fields based on CDB recommendation.
  - Not currently met (need 6, have 4)
- Revise Policy E.1.2.6
  - Current language designates all parks besides Tide Views, Dutton Island, and River Branch Preserves as active parks (ball fields, playgrounds, etc.)
  - What about parks such as Howell, Selva Preserve, & Johansen?
  - Revised based on CDB recommendation

Housing & Intergovernmental Coordination Elements

- No significant updates.

Capital Improvements Element

- Remove transportation concurrency
  - Exempted by state around 2008
  - Removed from code around 2010 (but not from Comp Plan).
- Remove redundant language included in schools element
- Remove language that bases development permits on park facilities
  - No longer required by state
  - Meant for expanding cities, not built out communities.

Public Schools Element

- No changes

Property Rights Element

State Statute: "…to ensure that private property rights are considered in local decision making."

"The following rights shall be considered in local decision making:

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift."

Attachment D to
6-24-24 Minutes

Proposed Property Rights Element

- *Matches the City of Jacksonville's language which has been approved by the state*

Goal J.1.

The City will recognize and respect judicially acknowledged and constitutionally protected private property rights in accordance with the Community Planning Act established in Chapter 163, Florida Statutes.

Objective J.1.1

Local Decision making shall be implemented and applied with sensitivity for private property rights and shall not be unduly restrictive.

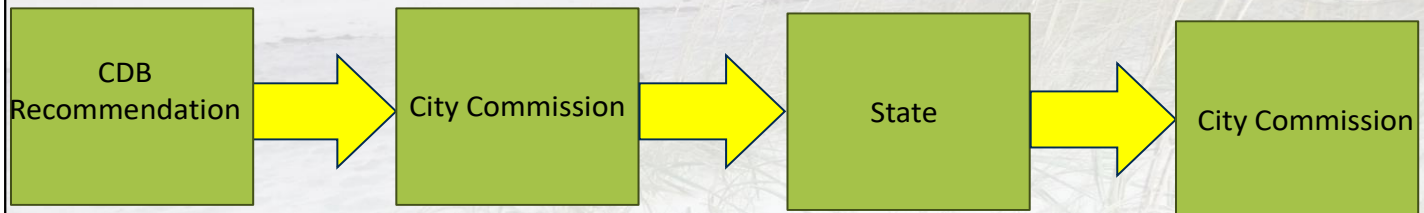
Policy J.1.1.1 The City will ensure that private property rights are considered in local decision making.

Policy J.1.1.2 The following rights shall be considered in local decision making:

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift.

Next Steps

- June 24th Commission meeting for first read
- Transmitted to surround jurisdictions and State for comments
- Comments incorporated into Comp Plan update
- Brought back to Commission for final approval



CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: 90-Day Calendar for the City Commission

SUBMITTED BY: Adrianna Walsh, Executive Assistant to the City Manager

TODAY'S DATE: July 8, 2024

MEETING DATE: July 22, 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 is routinely revised based on input from City staff and the Commission, and is included in each agenda for consideration by consensus.

BUDGET: None

RECOMMENDATION: Accept the 90-Day Calendar for July-September 2024 by consensus

ATTACHMENT(S): City Commission 90-Day Calendar (July-September 2024)

REVIEWED BY CITY MANAGER:

CITY COMMISSION

July 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4 Fourth of July Holiday City Offices Closed	5	6
7 Farmers Market 10 am-2 pm (Russell Park) Songwriters Concert 6 pm (Bull Park)	8 Budget Workshop 5:30 pm City Commission 6:30 pm (Invoc-Waters)	9	10 ESC Tree Subcmte. 5:15 pm Environmental Stewardship Committee 6 pm	11 Code Enforcement Special Magistrate Meeting 2 pm	12	13
14 Farmers Market 10 am-2 pm (Russell Park)	15	16 Community Development Board 6 pm	17 Environmental Stewardship Outreach Subcmte. 4:45 pm	18 Artist Reception 5-8 pm (Adele Grage)	19	20
21 Farmers Market 10 am-2 pm (Russell Park) Acoustic Night 6 pm (Bull Park)	22 Budget Workshop 5:30 pm City Commission 6:30 pm (Invoc-Kelly)	23 Arts, Recreation, Culture Committee 6 pm	24	25 ESC Sustainability Subcmte. 9 a.m.	26	27 Town Hall 10 am (Commission Chamber)
28 Farmers Market 10 am-2 pm (Russell Park)	29	30				

CITY COMMISSION

August 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4 Farmers Market 10 am-2 pm (Russell Park) Songwriters Concert 6 pm (Adele Grage)	5	6	7	8 Pension Boards 6:30 pm	9	10
11 Farmers Market 10 am-2 pm (Russell Park)	12 Budget Workshop 5:30 pm City Commission 6:30 pm (Invoc-Ring)	13 Arts, Recreation, Culture Committee 6 pm	14 ESC Tree Subcmte. 5:15 pm Environmental Stewardship 6 pm	15 Artist Reception 5-8 pm (Adele Grage)	16	17
18 Farmers Market 10 am-2 pm (Russell Park) Acoustic Night 6 pm (Bull Park)	19	20	21 Community Development Board 6 pm	22 ESC Sustainability and Resiliency Subcommittee 9 am	23	24 Summer Beach Movie in the Park Sunset (Johansen)
25 Farmers Market 10 am-2 pm (Russell Park)	26 City Commission 6:30 pm (Invoc-Ford)	27	28 ESC Outreach Subcommittee 4:45 pm	29	30 Arts, Recreation, Culture Committee Grant Presentations 9 am	31

CITY COMMISSION

September 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Farmers Market 10 am-2 pm (Russell Park) Songwriters Concert 6 pm (Bull Park)	2 Labor Day Holiday City Offices Closed	3	4	5 Code Enforcement Special Magistrate Meeting 2 pm	6	7
8 Farmers Market 10 am-2 pm (Russell Park)	9 City Commission 6:30 pm (Invoc-Bole)	10 Arts, Recreation, Culture Committee 6 pm	11 ESC Tree Subcmte. 5:15 pm Environmental Stewardship Committee 6 pm	12	13	14
15 Farmers Market 10 am-2 pm (Russell Park)	16	17 Community Development Board 6 pm	18 Environmental Stewardship Outreach Subcmte. 4:45 pm	19 Artist Reception 5-8 pm (Adele Grage)	20	21
22 Farmers Market 10 am-2 pm (Russell Park) Acoustic Night 6 pm (Bull Park)	23 City Commission 6:30 pm (Invoc-Waters)	24	25	26 ESC Sustainability Subcmte. 9 am	27	28 Fall Festival 10 am (Gail Baker)
29 Farmers Market 10 am-2 pm (Russell Park)	30					

FLC
FLORIDA LEAGUE OF CITIES

To: Key Official

From: Eryn Russell, Florida League of Cities

Date: June 10, 2024

Subject: 2024 Annual Conference Voting Delegate Information

The Florida League of Cities Annual Conference will be held at the Diplomat Beach Resort in Hollywood, Florida, from August 15-17, 2024. This conference will provide valuable educational opportunities to help Florida's municipal officials serve their citizenry more effectively.

We ask that each member municipality sending delegates to the Annual Conference designate one of their officials to cast their votes at the Annual Business Session, which will be held on **Saturday, August 17**. Election of League leadership and adoption of resolutions are undertaken during the business meeting. One official from each municipality will vote on matters affecting the League.

In accordance with the League's by-laws, each municipality's vote is determined by population, and the League will use the Estimates of Population from the University of Florida.

Conference registration materials were sent to each municipality via the League's e-newsletter and are available online at *flcities.com*.

If you have any questions about voting delegates, please email *erussell@flcities.com*.
Voting delegate forms must be received by the League no later than July 31, 2024.

Attachments: Form Designating Voting Delegate

LOCAL VOICES MAKING LOCAL CHOICES

301 S. Bronough Street, Suite 300
Tallahassee, Florida 32301

P.O. Box 1757
Tallahassee, Florida 32302-1757

Phone: 850.222.9684
Fax: 850.222.3806

flcities.com

2024 Annual Conference
Florida League of Cities, Inc.
August 15-17, 2024
Hollywood, Florida

It is important that each member municipality sending delegates to the Annual Conference of the Florida League of Cities designate one of their officials to cast their votes at the Annual Business Session. League By-Laws require each municipality to select one person to serve as the municipality's voting delegate. *Municipalities do not need to adopt a resolution to designate a voting delegate.*

Please fill out this form and return it to the League office so that your voting delegate may be properly identified. **Voting delegate forms must be received by the League no later than July 31, 2024.**

Designation of Voting Delegate

Name of Voting Delegate: _____

Title: _____

Delegate Email: _____

Municipality of: _____

AUTHORIZED BY:

_____
Name

_____
Title

Return this form to:
Eryn Russell
Florida League of Cities, Inc.
Post Office Box 1757
Tallahassee, FL 32302-1757
Email: *erussell@flcities.com*

GRS

P: 954.527.1616 | F: 954.525.0083 | www.grsconsulting.com

October 26, 2023

Ms. Brittany Percell
Director of Finance
City of Atlantic Beach
800 Seminole Road
Atlantic Beach, FL 32233

Re: City of Atlantic Beach General Employees' Retirement System
Supplemental Actuarial Valuation Report

Dear Brittany:

As requested, we have prepared the enclosed Supplemental Actuarial Valuation Report for the City of Atlantic Beach General Employees' Retirement System (Plan) which measures the first-year financial impact of the proposed Plan changes as summarized below:

Scenario 1:

Implement a one-time Cost of Living Adjustment for current retirees of 1.00% for every full year elapsed since the date of benefit commencement.

Scenario 2:

Implement a one-time Cost of Living Adjustment for current retirees of 3.00% for every 5 full years elapsed since the date of benefit commencement.

The enclosed exhibits show the impact of the above changes on the City's contribution requirement, the Unfunded Actuarial Accrued Liability (UAAL), the funded ratio in the first year and the ultimate cost to the City in today's dollars (for this report, the ultimate cost is the change in the Actuarial Present Value of all Projected Benefits).

Summary of Findings

The baseline results shown on the enclosed exhibits are from the October 1, 2022 Actuarial Valuation Report dated May 17, 2023. As compared to these baseline results, the proposed benefit changes would have the impacts described on the following page.

Scenario 1:

- The first year required City contribution would increase by $199,459, or 15.48% of covered payroll.
- The Funded Ratio would decrease by 4.9%, from 96.5% to 91.6%.
- The ultimate cost of the proposed changes is measured by the change in the Actuarial Present Value of Projected Benefits, or approximately $1,367,000. This represents the increase in benefit payments expected to be funded by the City in today's dollars. This assumes all of the actuarial assumptions are met each year.

One East Broward Boulevard | Suite 505 | Ft. Lauderdale, Florida 33301-1804

Scenario 2:

- The first year required City contribution would increase by $81,140, or 6.30% of covered payroll.
- The Funded Ratio would decrease by 2.0%, from 96.5% to 94.5%.
- The ultimate cost of the proposed changes is measured by the change in the Actuarial Present Value of Projected Benefits, or approximately $556,000. This represents the increase in benefit payments expected to be funded by the City in today's dollars. This assumes all of the actuarial assumptions are met each year.

Other Cost Considerations

- The enclosed figures measure the increase in the City's contribution requirement for the first year only, and assume that all of the actuarial assumptions are met. Future costs and contribution requirements can be significantly higher or lower depending on the extent to which Plan experience differs from that anticipated by the assumptions, increases or decreases are expected as part of the methodology used to determine contribution requirements, and if there are any future changes in assumptions, plan provisions, or applicable law.
- As of October 1, 2022, the Actuarial Value of Assets exceeds the Market Value of Assets by approximately $2,741,000. This difference will be gradually recognized over the next three years. In turn, the employer contribution will increase in the absence of offsetting gains.

Additional Disclosures

Please refer to the last page of this report for a discussion of risks associated with measuring the accrued liability and actuarially determined contribution.

This report was prepared at the request of the Board and is intended for use by the Plan and those designated or approved by the Board. This report may be provided to parties other than the Plan only in its entirety and only with the permission of the Board.

This report is intended to describe the financial effect on the Plan of the proposed changes under the scenarios detailed on the previous pages. Potential effects on other benefit plans were not considered. No statement in this report is intended to be interpreted as a recommendation in favor of the changes, or in opposition to them. Determinations of financial results associated with the benefits described in this report, for purposes other than those identified herein may be significantly different.

The calculations in this report are based upon information furnished by the Plan Administrator for the October 1, 2022 Actuarial Valuation concerning Plan benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We reviewed this information for internal and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the Plan Administrator.

The date of the valuation was October 1, 2022. This means that the results of the supplemental valuation indicate what the October 1, 2022 valuation would have shown if the proposed benefit changes had been in effect on that date. Supplemental valuations do not predict the result of future actuarial valuations.

Rather, supplemental valuations give an indication of the cost of the benefit change only without comment on the complete end result of future valuations.

The calculations are based upon assumptions regarding future events, which may or may not materialize. They are also based on the assumptions, methods, and plan provisions outlined in the October 1, 2022 Actuarial Valuation Report and this report. If you have reason to believe that the assumptions that were used are unreasonable, that the plan provisions are incorrectly described, that important plan provisions relevant to this Report are not described, or that conditions have changed since the calculations were made, you should contact the author of the report prior to relying on information in the report.

This report was prepared using our proprietary valuation model and related software which in our professional judgment has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge the information contained in this report is accurate and fairly presents the actuarial position of the Plan as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board and with applicable statutes.

Nicolas Lahaye and Dina Lerner are members of the American Academy of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained herein. The undersigned actuaries are independent of the plan sponsor.

We will be pleased to answer any questions pertaining to this report.

Sincerely,
Gabriel, Roeder, Smith & Company

Nicolas Lahaye, FSA, EA, MAAA, FCA
Consultant & Actuary

Dina Lerner, FSA, EA, MAAA, FCA
Consultant & Actuary

Enclosures

This communication shall not be construed to provide tax advice, legal advice or investment advice.

SUPPLEMENTAL ACTUARIAL VALUATION REPORT

Plan
City of Atlantic Beach General Employees' Retirement System

Valuation Date
October 1, 2022

Date of Report
October 26, 2023

Report Requested by
Board of Trustees

Prepared by
Nicolas Lahaye and Dina Lerner

Group Valued
All active and inactive participants of the Plan as of October 1, 2022.

Benefit Provisions Being Considered for Change

Scenario 1:

Implement a one-time Cost of Living Adjustment for current retirees of 1.00% for every full year elapsed since the date of benefit commencement.

Scenario 2:

Implement a one-time Cost of Living Adjustment for current retirees of 3.00% for every 5 full years elapsed since the date of benefit commencement.

Participants Affected
All current inactive Participants of the Plan (as described above).

Actuarial Assumptions and Methods
Same as the October 1, 2022 Actuarial Valuation Report dated May 17, 2023. Some of the key assumptions/methods are:

Investment Return	6.75% per year compounded annually, net of investment expenses
Mortality Table	Assumptions used by the Florida Retirement System (FRS) for Regular (other than K-12 School Instructional Personnel) members in the FRS actuarial valuation as of July 1, 2021.
Salary increase	Age based ranging from 4.8% to 9.5% (including 2.5% price inflation)
Cost Method	Entry Age Normal

Amortization Period for Any Change in Actuarial Accrued Liability
The impact of the proposed plan changes on the actuarial accrued liability was amortized as a level dollar amount over a 10-year period.

Summary of Data Used in Report

See attached page entitled "Participant Data"; based on the data used for the October 1, 2022 Actuarial Valuation Report dated May 17, 2023.

Actuarial Impact of Proposed Changes

See attached page(s).

Special Risks Involved That the Plan Has Not Been Exposed to Previously

None; please refer to the last page of this report for a discussion of risks associated with measuring the accrued liability and actuarially determined contribution.

Other Cost Considerations

- The enclosed figures measure the increase in the City's contribution requirement for the first year only, and assume that all of the actuarial assumptions are met. Future costs and contribution requirements can be significantly higher or lower depending on the extent to which Plan experience differs from that anticipated by the assumptions, increases or decreases are expected as part of the methodology used to determine contribution requirements, and if there are any future changes in assumptions, plan provisions, or applicable law.
- As of October 1, 2022, the Actuarial Value of Assets exceeds the Market Value of Assets by approximately $2,741,000. This difference will be gradually recognized over the next three years. In turn, the employer contribution will increase in the absence of offsetting gains.

ACTUARIALLY DETERMINED EMPLOYER CONTRIBUTION (ADEC)			
A. Valuation Date	October 1, 2022	October 1, 2022	October 1, 2022
	No COLA	*Retiree Catch-Up Increase of 1% Per Year Retired*	*Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***	***Scenario 2***
B. ADEC to Be Paid During Fiscal Year Ending	9/30/2024	9/30/2024	9/30/2024
C. Assumed Date(s) of Employer Contribution	Monthly	Monthly	Monthly
D. Annual Payment to Amortize Unfunded Actuarial Liability (UAL) if Paid on the Valuation Date	$ 139,850	$ 320,106	$ 213,178
E. Employer Normal Cost (including Administrative Expenses) if Paid on the Valuation Date	178,534	178,534	178,534
F. ADEC if Paid on the Valuation Date: D + E	318,384	498,640	391,712
G. ADEC Adjusted for Frequency of Payments and Interest to Required Time of Contribution	352,301	551,760	433,441
H. Covered Payroll for Contribution Year	$ 1,288,509	$ 1,288,509	$ 1,288,509
I. ADEC as % of Covered Payroll	27.34 %	42.82 %	33.64 %
J. Increase/(Decrease) in ADEC in Contribution Year	***N/A***	***199,459***	***81,140***
K. Increase/(Decrease) in ADEC as a % of Covered Payroll in Contribution Year	***N/A***	***15.48 %***	***6.30 %***

ACTUARIAL VALUE OF BENEFITS AND ASSETS			
A. Valuation Date	October 1, 2022	October 1, 2022	October 1, 2022
	No COLA	*Retiree Catch-Up Increase of 1% Per Year Retired*	*Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***	***Scenario 2***
B. Actuarial Present Value of All Projected Benefits for			
1. Active Members			
a. Service Retirement Benefits	$ 8,160,068	$ 8,160,068	$ 8,160,068
b. Vesting Benefits	168,992	168,992	168,992
c. Disability Benefits	92,679	92,679	92,679
d. Preretirement Death Benefits	152,506	152,506	152,506
e. Return of Member Contributions	5,163	5,163	5,163
f. Total	8,579,408	8,579,408	8,579,408
2. Inactive Members			
a. Service Retirees & Beneficiaries	17,188,019	18,485,793	17,705,539
b. Disability Retirees	413,032	482,514	451,710
c. Terminated Vested Members	379,653	379,653	379,653
d. Total	17,980,704	19,347,960	18,536,902
3. DROP Balances	442,948	442,948	442,948
4. Total for All Members	27,003,060	28,370,316	27,559,258
C. Change in Actuarial Present Value of All Projected Benefits	***N/A***	***1,367,256***	***556,198***
D. Actuarial Accrued (Past Service) Liability under Entry Age Normal*	25,687,103	27,054,359	26,243,301
E. Plan Assets*			
1. Market Value	22,047,291	22,047,291	22,047,291
2. Actuarial Value	24,787,865	24,787,865	24,787,865
F. Unfunded Actuarial Accrued Liability (UAAL)	899,238	2,266,494	1,455,436
G. Increase/(Decrease) in UAAL	***N/A***	***1,367,256***	***556,198***
H. Actuarial Present Value of Projected Covered Payroll	8,583,564	8,583,564	8,583,564
I. Actuarial Present Value of Projected Member Contributions	515,014	515,014	515,014
J. Funded Ratio (AVA basis): E2/D	96.5 %	91.6 %	94.5 %
K. Increase/(Decrease) in Funded Ratio	***N/A***	***(4.9) %***	***(2.0) %***

* Includes DROP balances.

CALCULATION OF EMPLOYER NORMAL COST			
A. Valuation Date	October 1, 2022	October 1, 2022	October 1, 2022
	No COLA	*Retiree Catch-Up Increase of 1% Per Year Retired*	*Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***	***Scenario 2***
B. Normal Cost for			
1. Service Retirement Benefits	$ 166,974	$ 166,974	$ 166,974
2. Vesting Benefits	25,542	25,542	25,542
3. Disability Benefits	9,883	9,883	9,883
4. Preretirement Death Benefits	4,409	4,409	4,409
5. Return of Member Contributions	7,729	7,729	7,729
6. Total for Future Benefits	214,537	214,537	214,537
7. Assumed Amount for Admin. Expenses	45,210	45,210	45,210
8. Total Normal Cost	259,747	259,747	259,747
As % of Covered Payroll	20.16 %	20.16 %	20.16 %
C. Expected Member Contribution	$ 81,213	$ 81,213	$ 81,213
As % of Covered Payroll	6.30 %	6.30 %	6.30 %
D. Net Employer Normal Cost: B8 - C	$ 178,534	$ 178,534	$ 178,534
As % of Covered Payroll	13.86 %	13.86 %	13.86 %
E. Increase in Net Employer Normal Cost	***N/A***	***$ -***	***$ -***
As % of Covered Payroll	***N/A***	***0.00 %***	***0.00 %***

PARTICIPANT DATA			
	October 1, 2022 *Baseline*	October 1, 2022 *Scenario 1*	October 1, 2022 *Scenario 2*
ACTIVE MEMBERS			
Number	18	18	18
Covered Annual Payroll	$ 1,288,509	$ 1,288,509	$ 1,288,509
Average Annual Payroll	$ 71,584	$ 71,584	$ 71,584
Average Age	55.1	55.1	55.1
Average Past Service	22.2	22.2	22.2
Average Age at Hire	32.9	32.9	32.9
RETIREES, BENEFICIARIES & DROP			
Number	81	81	81
Current Annual Benefits	$ 1,653,418	$ 1,794,750	$ 1,712,729
Average Annual Benefit	$ 20,413	$ 22,157	$ 21,145
Average Age	71.2	71.2	71.2
DISABILITY RETIREES			
Number	3	3	3
Current Annual Benefits	$ 46,861	$ 54,861	$ 51,289
Average Annual Benefit	$ 15,620	$ 18,287	$ 17,096
Average Age	69.7	69.7	69.7
TERMINATED VESTED MEMBERS			
Number	6	6	6
Annual Benefits	$ 58,265	$ 58,265	$ 58,265
Average Annual Benefit	$ 9,711	$ 9,711	$ 9,711
Average Age	52.2	52.2	52.2

Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability and the actuarially determined contribution requires the use of assumptions regarding future economic and demographic experience. Risk measures are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: Plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Plan's funded status); and changes in Plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the Plan's future financial condition include:

1. Investment risk – actual investment returns may differ from the either assumed or forecasted returns;
2. Contribution risk – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the Plan's funding policy or material changes may occur in the anticipated number of covered employees, covered payroll, or other relevant contribution base;
3. Salary and Payroll risk – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
4. Longevity risk – members may live longer or shorter than expected and receive pensions for a period of time other than assumed;
5. Other demographic risks – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return is less (or more) than the assumed rate, the cost of the Plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

The computed contribution amounts may be considered as a minimum contribution that complies with the pension Board's funding policy and the State statutes. The timely receipt of the actuarially determined contributions is critical to support the financial health of the Plan. Users of this report should be aware that contributions made at the actuarially determined rate do not necessarily guarantee benefit security.

Risk Assessment

Risk assessment was outside the scope of this report. Risk assessment may include scenario tests, sensitivity tests, stochastic modeling, stress tests, and a comparison of the present value of accrued benefits at low-risk discount rates with the actuarial accrued liability. We are prepared to perform such assessment to aid in the decision-making process.

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September 18, 2023

Ms. Brittany Percell
Director of Finance
City of Atlantic Beach
800 Seminole Road
Atlantic Beach, FL 32233

Re: City of Atlantic Beach Police Officers' Retirement System (Plan)
Supplemental Actuarial Valuation Report

Dear Brittany:

As requested, we have prepared the enclosed Supplemental Actuarial Valuation Report for the City of Atlantic Beach Police Officers' Retirement System (Plan) which measures the first-year financial impact of the proposed Plan changes as summarized below:

Scenario 1:

Implement a one-time Cost of Living Adjustment for current retirees of 1.00% for every full year elapsed since the date of benefit commencement, and an annual Cost of Living Adjustment of 1.00% prospectively for current and future retirees.

Scenario 2:

Implement a one-time Cost of Living Adjustment for current retirees of 3.00% for every 5 full years elapsed since the date of benefit commencement, and an annual Cost of Living Adjustment of 1.00% prospectively for current and future retirees.

Scenario 3:

Implement a one-time Cost of Living Adjustment for current retirees of 1.00% for every full year elapsed since the date of benefit commencement, and an annual Cost of Living Adjustment of 2.00% prospectively for current and future retirees.

Scenario 4:

Implement a one-time Cost of Living Adjustment for current retirees of 3.00% for every 5 full years elapsed since the date of benefit commencement, and an annual Cost of Living Adjustment of 2.00% prospectively for current and future retirees.

The enclosed exhibits show the impact of the above changes on the City's contribution requirement, the Unfunded Actuarial Accrued Liability (UAAL), the funded ratio in the first year and the ultimate cost to the City in today's dollars (for this report, the ultimate cost is the change in the Actuarial Present Value of all Projected Benefits).

Please note that the increase in the UAAL was amortized over 15 years in this analysis, rather than the 30-year period which has been used by the Board to amortize plan changes in the past. Since the proposed plan changes significantly increase liabilities for current retirees and for benefits attributable to past years

of service, the shorter amortization period accelerates funding and limits the transfer of costs to future taxpayers.

Summary of Findings

The baseline results shown on the enclosed exhibits are from the October 1, 2022 Actuarial Valuation Report dated May 17, 2023. As compared to these baseline results, the proposed benefit changes would have the impacts described on the following page.

Scenario 1:

- The first year required City contribution would increase by $306,822, or 13.54% of covered payroll.
- The Funded Ratio would decrease by 13.4%, from 94.9% to 81.5%.
- The ultimate cost of the proposed changes for current plan participants is measured by the change in the Actuarial Present Value of Projected Benefits, or approximately $3,056,000. This represents the increase in benefit payments expected to be funded by the City in today's dollars. This assumes all of the actuarial assumptions are met each year. Approximately $1,060,000 of this increase is attributable to the one-time Cost of Living Adjustment for current retirees.

Scenario 2:

- The first year required City contribution would increase by $254,247, or 11.22% of covered payroll.
- The Funded Ratio would decrease by 11.0%, from 94.9% to 83.9%.
- The ultimate cost of the proposed changes for current plan participants is measured by the change in the Actuarial Present Value of Projected Benefits, or approximately $2,482,000. This represents the increase in benefit payments expected to be funded by the City in today's dollars. This assumes all of the actuarial assumptions are met each year. Approximately $530,000 of this increase is attributable to the one-time Cost of Living Adjustment for current retirees.

Scenario 3:

- The first year required City contribution would increase by $554,846, or 24.49% of covered payroll.
- The Funded Ratio would decrease by 21.1%, from 94.9% to 73.8%.
- The ultimate cost of the proposed changes for current plan participants is measured by the change in the Actuarial Present Value of Projected Benefits, or approximately $5,410,000. This represents the increase in benefit payments expected to be funded by the City in today's dollars. This assumes all of the actuarial assumptions are met each year. Approximately $1,060,000 of this increase is attributable to the one-time Cost of Living Adjustment for current retirees.

Scenario 4:

- The first year required City contribution would increase by $497,866, or 21.97% of covered payroll.
- The Funded Ratio would decrease by 18.9%, from 94.9% to 76.0%.
- The ultimate cost of the proposed changes for current plan participants is measured by the change in the Actuarial Present Value of Projected Benefits, or approximately 4,789,000. This represents the increase in benefit payments expected to be funded by the City in today's dollars. This assumes all of the actuarial assumptions are met each year. Approximately $530,000 of this increase is attributable to the one-time Cost of Living Adjustment for current retirees.



Other Cost Considerations

- The enclosed figures measure the increase in the City's contribution requirement for the first year only, and assume that all of the actuarial assumptions are met. Future costs and contribution requirements can be significantly higher or lower depending on the extent to which Plan experience differs from that anticipated by the assumptions, increases or decreases are expected as part of the methodology used to determine contribution requirements, and if there are any future changes in assumptions, plan provisions, or applicable law.
- Automatic COLAs which exceed the actual CPI increases can outpace investment returns and add to longer term financial stress for the Plan.
- As of October 1, 2022, the Actuarial Value of Assets exceeds the Market Value of Assets by approximately $1,839,000. This difference will be gradually recognized over the next three years. In turn, the employer contribution will increase in the absence of offsetting gains.

Additional Disclosures

Please refer to the last page of this report for a discussion of risks associated with measuring the accrued liability and actuarially determined contribution.

This report was prepared at the request of the Board and is intended for use by the Plan and those designated or approved by the Board. This report may be provided to parties other than the Plan only in its entirety and only with the permission of the Board.

This report is intended to describe the financial effect on the Plan of the proposed changes under the scenarios detailed on the previous pages. Potential effects on other benefit plans were not considered. No statement in this report is intended to be interpreted as a recommendation in favor of the changes, or in opposition to them. Determinations of financial results associated with the benefits described in this report, for purposes other than those identified herein may be significantly different.

The calculations in this report are based upon information furnished by the Plan Administrator for the October 1, 2022 Actuarial Valuation concerning Plan benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We reviewed this information for internal and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the Plan Administrator.

The date of the valuation was October 1, 2022. This means that the results of the supplemental valuation indicate what the October 1, 2022 valuation would have shown if the proposed benefit changes had been in effect on that date. Supplemental valuations do not predict the result of future actuarial valuations. Rather, supplemental valuations give an indication of the cost of the benefit change only without comment on the complete end result of future valuations.

The calculations are based upon assumptions regarding future events, which may or may not materialize. They are also based on the assumptions, methods, and plan provisions outlined in the October 1, 2022 Actuarial Valuation Report and this report. If you have reason to believe that the assumptions that were used are unreasonable, that the plan provisions are incorrectly described, that important plan provisions

relevant to this Report are not described, or that conditions have changed since the calculations were made, you should contact the author of the report prior to relying on information in the report.

This report was prepared using our proprietary valuation model and related software which in our professional judgment has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge the information contained in this report is accurate and fairly presents the actuarial position of the Plan as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board and with applicable statutes.

Nicolas Lahaye and Dina Lerner are members of the American Academy of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained herein. The undersigned actuaries are independent of the plan sponsor.

We will be pleased to answer any questions pertaining to this report.

Sincerely,
Gabriel, Roeder, Smith & Company

Nicolas Lahaye, FSA, EA, MAAA, FCA
Consultant & Actuary

Dina Lerner, FSA, EA, MAAA, FCA
Consultant & Actuary

Enclosures

This communication shall not be construed to provide tax advice, legal advice or investment advice.

SUPPLEMENTAL ACTUARIAL VALUATION REPORT

Plan
City of Atlantic Beach Police Officers' Retirement System

Valuation Date
October 1, 2022

Date of Report
September 18, 2023

Report Requested by
Board of Trustees

Prepared by
Nicolas Lahaye and Dina Lerner

Group Valued
All active and inactive participants of the Plan as of October 1, 2022.

Benefit Provisions Being Considered for Change

Scenario 1:

Implement a one-time Cost of Living Adjustment for current retirees of 1.00% for every full year elapsed since the date of benefit commencement, and an annual Cost of Living Adjustment of 1.00% prospectively for current and future retirees.

Scenario 2:

Implement a one-time Cost of Living Adjustment for current retirees of 3.00% for every 5 full years elapsed since the date of benefit commencement, and an annual Cost of Living Adjustment of 1.00% prospectively for current and future retirees.

Scenario 3:

Implement a one-time Cost of Living Adjustment for current retirees of 1.00% for every full year elapsed since the date of benefit commencement, and an annual Cost of Living Adjustment of 2.00% prospectively for current and future retirees.

Scenario 4:

Implement a one-time Cost of Living Adjustment for current retirees of 3.00% for every 5 full years elapsed since the date of benefit commencement, and an annual Cost of Living Adjustment of 2.00% prospectively for current and future retirees.

Participants Affected
All current and future active and inactive Participants of the Plan (as described above).

Actuarial Assumptions and Methods

Same as the October 1, 2022 Actuarial Valuation Report dated May 17, 2023. Some of the key assumptions/methods are:

Investment Return	6.75% per year compounded annually, net of investment expenses
Mortality Table	Assumptions used by the Florida Retirement System (FRS) for Special Risk members in the FRS actuarial valuation as of July 1, 2021.
Salary increase	Age based ranging from 4.5% to 18.5% (including 2.5% price inflation)
Cost Method	Entry Age Normal

Amortization Period for Any Change in Actuarial Accrued Liability

The impact of the proposed plan changes on the actuarial accrued liability was amortized as a level percentage of payroll over a 15-year period. In accordance with the requirements of Ch. 112.64(5)(a), F.S., the payroll growth rate used to amortize the unfunded actuarial accrued liabilities was 3.35% (the actual payroll growth rate over the last 10 years). Without the Ch. 112.64(5)(a), F.S. limitation the payroll growth rate would have been 3.5%.

Summary of Data Used in Report

See attached page entitled "Participant Data"; based on the data used for the October 1, 2022 Actuarial Valuation Report dated May 17, 2023.

Actuarial Impact of Proposed Changes

See attached page(s).

Special Risks Involved That the Plan Has Not Been Exposed to Previously

None; please refer to the last page of this report for a discussion of risks associated with measuring the accrued liability and actuarially determined contribution.

Other Cost Considerations

- The enclosed figures measure the increase in the City's contribution requirement for the first year only, and assume that all of the actuarial assumptions are met. Future costs and contribution requirements can be significantly higher or lower depending on the extent to which Plan experience differs from that anticipated by the assumptions, increases or decreases are expected as part of the methodology used to determine contribution requirements, and if there are any future changes in assumptions, plan provisions, or applicable law.
- Automatic COLAs which exceed the actual CPI increases can outpace investment returns and add to longer term financial stress for the Plan.
- As of October 1, 2022, the Actuarial Value of Assets exceeds the Market Value of Assets by approximately $1,839,000. This difference will be gradually recognized over the next three years. In turn, the employer contribution will increase in the absence of offsetting gains.

ACTUARIALLY DETERMINED EMPLOYER CONTRIBUTION (ADEC)					
A. Valuation Date	October 1, 2022	October 1, 2022	October 1, 2022	October 1, 2022	October 1, 2022
	No COLA	*1% Annual COLA and Retiree Catch-Up Increase of 1% Per Year Retired*	*1% Annual COLA and Retiree Catch-Up Increase of 3% Per 5 Years Retired*	*2% Annual COLA and Retiree Catch-Up Increase of 1% Per Year Retired*	*2% Annual COLA and Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***	***Scenario 2***	***Scenario 3***	***Scenario 4***
B. ADEC to Be Paid During Fiscal Year Ending	9/30/2024	9/30/2024	9/30/2024	9/30/2024	9/30/2024
C. Assumed Date(s) of Employer Contribution	Monthly	Monthly	Monthly	Monthly	Monthly
D. Annual Payment to Amortize Unfunded Actuarial Liability (UAL) if Paid on the Valuation Date	$ 103,565	$ 336,321	$ 288,807	$ 506,936	$ 455,442
E. Employer Normal Cost (including Administrative Expenses) if Paid on the Valuation Date	303,073	347,600	347,600	401,131	401,131
F. ADEC if Paid on the Valuation Date: D + E	406,638	683,921	636,407	908,067	856,573
G. ADEC Adjusted for Frequency of Payments and Interest to Required Time of Contribution	449,957	756,779	704,204	1,004,803	947,823
H. Covered Payroll for Contribution Year	$ 2,265,652	$ 2,265,652	$ 2,265,652	$ 2,265,652	$ 2,265,652
I. ADEC as % of Covered Payroll in Contribution Year: G ÷ H	19.86 %	33.40 %	31.08 %	44.35 %	41.83 %
J. Estimated Credit for State Revenue in Contribution Year*	144,821	144,821	144,821	144,821	144,821
K. Required Employer Contribution (REC) in Contribution Year: G - J	305,136	611,958	559,383	859,982	803,002
L. REC as % of Covered Payroll in Contribution Year: K ÷ H	13.47 %	27.01 %	24.69 %	37.96 %	35.44 %
M. Increase/(Decrease) in REC in Contribution Year	***N/A***	***306,822***	***254,247***	***554,846***	***497,866***
N. Increase/(Decrease) in REC as a % of Covered Payroll in Contribution Year	***N/A***	***13.54 %***	***11.22 %***	***24.49 %***	***21.97 %***

*Chapter 185 Florida Statutes. The City contribution amount may need to be increased if the amount received under the provisions of Chapter 185, Florida Statutes, is not sufficient to meet the total employer contribution requirement.

ACTUARIAL VALUE OF BENEFITS AND ASSETS					
A. Valuation Date	October 1, 2022	October 1, 2022	October 1, 2022	October 1, 2022	October 1, 2022
	No COLA	*1% Annual COLA and Retiree Catch-Up Increase of 1% Per Year Retired*	*1% Annual COLA and Retiree Catch-Up Increase of 3% Per 5 Years Retired*	*2% Annual COLA and Retiree Catch-Up Increase of 1% Per Year Retired*	*2% Annual COLA and Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***	***Scenario 2***	***Scenario 3***	***Scenario 4***
B. Actuarial Present Value of All Projected Benefits for					
1. Active Members					
a. Service Retirement Benefits	$ 11,463,689	$ 12,694,961	$ 12,694,961	$ 14,159,968	$ 14,159,968
b. Vesting Benefits	482,195	535,344	535,344	599,299	599,299
c. Disability Benefits	188,877	207,798	207,798	230,190	230,190
d. Preretirement Death Benefits	64,983	72,960	72,960	82,745	82,745
e. Return of Member Contributions	82,151	82,151	82,151	82,151	82,151
f. Total	12,281,895	13,593,214	13,593,214	15,154,353	15,154,353
2. Inactive Members					
a. Service Retirees & Beneficiaries	5,902,950	7,402,837	6,899,044	8,051,737	7,506,818
b. Disability Retirees	642,511	842,563	772,571	935,029	858,099
c. Terminated Vested Members	460,214	504,657	504,657	556,933	556,933
d. Total	7,005,675	8,750,057	8,176,272	9,543,699	8,921,850
3. DROP Balances	129,387	129,387	129,387	129,387	129,387
4. Total for All Members	19,416,957	22,472,658	21,898,873	24,827,439	24,205,590
C. Change in Actuarial Present Value of All Projected Benefits	***N/A***	***3,055,701***	***2,481,916***	***5,410,482***	***4,788,633***
D. Actuarial Accrued (Past Service) Liability under Entry Age Normal*	17,049,775	19,860,568	19,286,783	21,920,934	21,299,085
E. Plan Assets*					
1. Market Value	14,344,281	14,344,281	14,344,281	14,344,281	14,344,281
2. Actuarial Value	16,182,954	16,182,954	16,182,954	16,182,954	16,182,954
F. Unfunded Actuarial Accrued Liability (UAAL)	866,821	3,677,614	3,103,829	5,737,980	5,116,131
G. Increase/(Decrease) in UAAL	***N/A***	***2,810,793***	***2,237,008***	***4,871,159***	***4,249,310***
H. Actuarial Present Value of Projected Covered Payroll	12,410,655	12,410,655	12,410,655	12,410,655	12,410,655
I. Actuarial Present Value of Projected Member Contributions	992,852	992,852	992,852	992,852	992,852
J. Funded Ratio (AVA basis): E2/D	94.9 %	81.5 %	83.9 %	73.8 %	76.0 %
K. Increase/(Decrease) in Funded Ratio	***N/A***	***(13.4) %***	***(11.0) %***	***(21.1) %***	***(18.9) %***

* Includes DROP balances.

CALCULATION OF EMPLOYER NORMAL COST					
A. Valuation Date	October 1, 2022	October 1, 2022	October 1, 2022	October 1, 2022	October 1, 2022
	No COLA	*1% Annual COLA and Retiree Catch-Up Increase of 1% Per Year Retired*	*1% Annual COLA and Retiree Catch-Up Increase of 3% Per 5 Years Retired*	*2% Annual COLA and Retiree Catch-Up Increase of 1% Per Year Retired*	*2% Annual COLA and Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***	***Scenario 2***	***Scenario 3***	***Scenario 4***
B. Normal Cost for					
1. Service Retirement Benefits	$ 320,853	$ 356,741	$ 356,741	$ 399,810	$ 399,810
2. Vesting Benefits	57,822	63,819	63,819	71,106	71,106
3. Disability Benefits	20,380	22,494	22,494	25,015	25,015
4. Preretirement Death Benefits	4,049	4,577	4,577	5,231	5,231
5. Return of Member Contributions	23,583	23,583	23,583	23,583	23,583
6. Total for Future Benefits	426,687	471,214	471,214	524,745	524,745
7. Assumed Amount for Admin. Expenses	41,745	41,745	41,745	41,745	41,745
8. Total Normal Cost	468,432	512,959	512,959	566,490	566,490
As % of Covered Payroll	21.77 %	23.84 %	23.84 %	26.33 %	26.33 %
C. Expected Member Contribution	$ 165,359	$ 165,359	$ 165,359	$ 165,359	$ 165,359
As % of Covered Payroll	7.69 %	7.69 %	7.69 %	7.69 %	7.69 %
D. Net Employer Normal Cost: B8 - C	$ 303,073	$ 347,600	$ 347,600	$ 401,131	$ 401,131
As % of Covered Payroll	14.09 %	16.15 %	16.15 %	18.64 %	18.64 %
E. Increase in Net Employer Normal Cost	***N/A***	***$ 44,527***	***$ 44,527***	***$ 98,058***	***$ 98,058***
As % of Covered Payroll	***N/A***	***2.06 %***	***2.06 %***	***4.55 %***	***4.55 %***

PARTICIPANT DATA			
	October 1, 2022 ***Baseline***	October 1, 2022 ***Scenarios 1 and 3***	October 1, 2022 ***Scenarios 2 and 4***
ACTIVE MEMBERS			
Number	26	26	26
Covered Annual Payroll	$ 2,151,705	$ 2,151,705	$ 2,151,705
Average Annual Payroll	$ 82,758	$ 82,758	$ 82,758
Average Age	43.5	43.5	43.5
Average Past Service	11.3	11.3	11.3
Average Age at Hire	32.2	32.2	32.2
RETIREES, BENEFICIARIES & DROP			
Number	18	18	18
Current Annual Benefits	$ 595,460	$ 696,882	$ 646,534
Average Annual Benefit	$ 33,081	$ 38,716	$ 35,919
Average Age	68.7	68.7	68.7
DISABILITY RETIREES			
Number	3	3	3
Current Annual Benefits	$ 59,673	$ 71,947	$ 65,644
Average Annual Benefit	$ 19,891	$ 23,982	$ 21,881
Average Age	64.6	64.6	64.6
TERMINATED VESTED MEMBERS			
Number	4	4	4
Annual Benefits	$ 67,285	$ 67,285	$ 67,285
Average Annual Benefit	$ 16,821	$ 16,821	$ 16,821
Average Age	50.5	50.5	50.5

Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability and the actuarially determined contribution requires the use of assumptions regarding future economic and demographic experience. Risk measures are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: Plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Plan's funded status); and changes in Plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the Plan's future financial condition include:

1. Investment risk – actual investment returns may differ from the either assumed or forecasted returns;
2. Contribution risk – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the Plan's funding policy or material changes may occur in the anticipated number of covered employees, covered payroll, or other relevant contribution base;
3. Salary and Payroll risk – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
4. Longevity risk – members may live longer or shorter than expected and receive pensions for a period of time other than assumed;
5. Other demographic risks – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return is less (or more) than the assumed rate, the cost of the Plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

The computed contribution amounts may be considered as a minimum contribution that complies with the pension Board's funding policy and the State statutes. The timely receipt of the actuarially determined contributions is critical to support the financial health of the Plan. Users of this report should be aware that contributions made at the actuarially determined rate do not necessarily guarantee benefit security.

Risk Assessment

Risk assessment was outside the scope of this report. Risk assessment may include scenario tests, sensitivity tests, stochastic modeling, stress tests, and a comparison of the present value of accrued benefits at low-risk discount rates with the actuarial accrued liability. We are prepared to perform such assessment to aid in the decision-making process.

GRS

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October 26, 2023

Ms. Brittany Percell
Director of Finance
City of Atlantic Beach
800 Seminole Road
Atlantic Beach, FL 32233

Re: City of Atlantic Beach General Employees' Retirement System
Supplemental Actuarial Valuation Report

Dear Brittany:

As requested, we have prepared the enclosed Supplemental Actuarial Valuation Report for the City of Atlantic Beach General Employees' Retirement System (Plan) which measures the first-year financial impact of the proposed Plan changes as summarized below:

Scenario 1:

Implement a one-time Cost of Living Adjustment for current retirees of 1.00% for every full year elapsed since the date of benefit commencement.

Scenario 2:

Implement a one-time Cost of Living Adjustment for current retirees of 3.00% for every 5 full years elapsed since the date of benefit commencement.

The enclosed exhibits show the impact of the above changes on the City's contribution requirement, the Unfunded Actuarial Accrued Liability (UAAL), the funded ratio in the first year and the ultimate cost to the City in today's dollars (for this report, the ultimate cost is the change in the Actuarial Present Value of all Projected Benefits).

Summary of Findings

The baseline results shown on the enclosed exhibits are from the October 1, 2022 Actuarial Valuation Report dated May 17, 2023. As compared to these baseline results, the proposed benefit changes would have the impacts described on the following page.

Scenario 1:

- The first year required City contribution would increase by $199,459, or 15.48% of covered payroll.
- The Funded Ratio would decrease by 4.9%, from 96.5% to 91.6%.
- The ultimate cost of the proposed changes is measured by the change in the Actuarial Present Value of Projected Benefits, or approximately $1,367,000. This represents the increase in benefit payments expected to be funded by the City in today's dollars. This assumes all of the actuarial assumptions are met each year.

Scenario 2:

- The first year required City contribution would increase by $81,140, or 6.30% of covered payroll.
- The Funded Ratio would decrease by 2.0%, from 96.5% to 94.5%.
- The ultimate cost of the proposed changes is measured by the change in the Actuarial Present Value of Projected Benefits, or approximately $556,000. This represents the increase in benefit payments expected to be funded by the City in today's dollars. This assumes all of the actuarial assumptions are met each year.

Other Cost Considerations

- The enclosed figures measure the increase in the City's contribution requirement for the first year only, and assume that all of the actuarial assumptions are met. Future costs and contribution requirements can be significantly higher or lower depending on the extent to which Plan experience differs from that anticipated by the assumptions, increases or decreases are expected as part of the methodology used to determine contribution requirements, and if there are any future changes in assumptions, plan provisions, or applicable law.
- As of October 1, 2022, the Actuarial Value of Assets exceeds the Market Value of Assets by approximately $2,741,000. This difference will be gradually recognized over the next three years. In turn, the employer contribution will increase in the absence of offsetting gains.

Additional Disclosures

Please refer to the last page of this report for a discussion of risks associated with measuring the accrued liability and actuarially determined contribution.

This report was prepared at the request of the Board and is intended for use by the Plan and those designated or approved by the Board. This report may be provided to parties other than the Plan only in its entirety and only with the permission of the Board.

This report is intended to describe the financial effect on the Plan of the proposed changes under the scenarios detailed on the previous pages. Potential effects on other benefit plans were not considered. No statement in this report is intended to be interpreted as a recommendation in favor of the changes, or in opposition to them. Determinations of financial results associated with the benefits described in this report, for purposes other than those identified herein may be significantly different.

The calculations in this report are based upon information furnished by the Plan Administrator for the October 1, 2022 Actuarial Valuation concerning Plan benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We reviewed this information for internal and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the Plan Administrator.

The date of the valuation was October 1, 2022. This means that the results of the supplemental valuation indicate what the October 1, 2022 valuation would have shown if the proposed benefit changes had been in effect on that date. Supplemental valuations do not predict the result of future actuarial valuations.

Rather, supplemental valuations give an indication of the cost of the benefit change only without comment on the complete end result of future valuations.

The calculations are based upon assumptions regarding future events, which may or may not materialize. They are also based on the assumptions, methods, and plan provisions outlined in the October 1, 2022 Actuarial Valuation Report and this report. If you have reason to believe that the assumptions that were used are unreasonable, that the plan provisions are incorrectly described, that important plan provisions relevant to this Report are not described, or that conditions have changed since the calculations were made, you should contact the author of the report prior to relying on information in the report.

This report was prepared using our proprietary valuation model and related software which in our professional judgment has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge the information contained in this report is accurate and fairly presents the actuarial position of the Plan as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board and with applicable statutes.

Nicolas Lahaye and Dina Lerner are members of the American Academy of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained herein. The undersigned actuaries are independent of the plan sponsor.

We will be pleased to answer any questions pertaining to this report.

Sincerely,
Gabriel, Roeder, Smith & Company

Nicolas Lahaye, FSA, EA, MAAA, FCA
Consultant & Actuary

Dina Lerner, FSA, EA, MAAA, FCA
Consultant & Actuary

Enclosures

This communication shall not be construed to provide tax advice, legal advice or investment advice.

SUPPLEMENTAL ACTUARIAL VALUATION REPORT

Plan
City of Atlantic Beach General Employees' Retirement System

Valuation Date
October 1, 2022

Date of Report
October 26, 2023

Report Requested by
Board of Trustees

Prepared by
Nicolas Lahaye and Dina Lerner

Group Valued
All active and inactive participants of the Plan as of October 1, 2022.

Benefit Provisions Being Considered for Change

Scenario 1:

Implement a one-time Cost of Living Adjustment for current retirees of 1.00% for every full year elapsed since the date of benefit commencement.

Scenario 2:

Implement a one-time Cost of Living Adjustment for current retirees of 3.00% for every 5 full years elapsed since the date of benefit commencement.

Participants Affected
All current inactive Participants of the Plan (as described above).

Actuarial Assumptions and Methods
Same as the October 1, 2022 Actuarial Valuation Report dated May 17, 2023. Some of the key assumptions/methods are:

Investment Return	6.75% per year compounded annually, net of investment expenses
Mortality Table	Assumptions used by the Florida Retirement System (FRS) for Regular (other than K-12 School Instructional Personnel) members in the FRS actuarial valuation as of July 1, 2021.
Salary increase	Age based ranging from 4.8% to 9.5% (including 2.5% price inflation)
Cost Method	Entry Age Normal

Amortization Period for Any Change in Actuarial Accrued Liability
The impact of the proposed plan changes on the actuarial accrued liability was amortized as a level dollar amount over a 10-year period.

Summary of Data Used in Report

See attached page entitled "Participant Data"; based on the data used for the October 1, 2022 Actuarial Valuation Report dated May 17, 2023.

Actuarial Impact of Proposed Changes

See attached page(s).

Special Risks Involved That the Plan Has Not Been Exposed to Previously

None; please refer to the last page of this report for a discussion of risks associated with measuring the accrued liability and actuarially determined contribution.

Other Cost Considerations

- The enclosed figures measure the increase in the City's contribution requirement for the first year only, and assume that all of the actuarial assumptions are met. Future costs and contribution requirements can be significantly higher or lower depending on the extent to which Plan experience differs from that anticipated by the assumptions, increases or decreases are expected as part of the methodology used to determine contribution requirements, and if there are any future changes in assumptions, plan provisions, or applicable law.
- As of October 1, 2022, the Actuarial Value of Assets exceeds the Market Value of Assets by approximately $2,741,000. This difference will be gradually recognized over the next three years. In turn, the employer contribution will increase in the absence of offsetting gains.

ACTUARIALLY DETERMINED EMPLOYER CONTRIBUTION (ADEC)			
A. Valuation Date	October 1, 2022	October 1, 2022	October 1, 2022
	No COLA	*Retiree Catch-Up Increase of 1% Per Year Retired*	*Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***	***Scenario 2***
B. ADEC to Be Paid During Fiscal Year Ending	9/30/2024	9/30/2024	9/30/2024
C. Assumed Date(s) of Employer Contribution	Monthly	Monthly	Monthly
D. Annual Payment to Amortize Unfunded Actuarial Liability (UAL) if Paid on the Valuation Date	$ 139,850	$ 320,106	$ 213,178
E. Employer Normal Cost (including Administrative Expenses) if Paid on the Valuation Date	178,534	178,534	178,534
F. ADEC if Paid on the Valuation Date: D + E	318,384	498,640	391,712
G. ADEC Adjusted for Frequency of Payments and Interest to Required Time of Contribution	352,301	551,760	433,441
H. Covered Payroll for Contribution Year	$ 1,288,509	$ 1,288,509	$ 1,288,509
I. ADEC as % of Covered Payroll	27.34 %	42.82 %	33.64 %
J. Increase/(Decrease) in ADEC in Contribution Year	***N/A***	***199,459***	***81,140***
K. Increase/(Decrease) in ADEC as a % of Covered Payroll in Contribution Year	***N/A***	***15.48 %***	***6.30 %***

ACTUARIAL VALUE OF BENEFITS AND ASSETS

A. Valuation Date	October 1, 2022	October 1, 2022	October 1, 2022
	No COLA	*Retiree Catch-Up Increase of 1% Per Year Retired*	*Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***	***Scenario 2***
B. Actuarial Present Value of All Projected Benefits for			
1. Active Members			
a. Service Retirement Benefits	$ 8,160,068	$ 8,160,068	$ 8,160,068
b. Vesting Benefits	168,992	168,992	168,992
c. Disability Benefits	92,679	92,679	92,679
d. Preretirement Death Benefits	152,506	152,506	152,506
e. Return of Member Contributions	5,163	5,163	5,163
f. Total	8,579,408	8,579,408	8,579,408
2. Inactive Members			
a. Service Retirees & Beneficiaries	17,188,019	18,485,793	17,705,539
b. Disability Retirees	413,032	482,514	451,710
c. Terminated Vested Members	379,653	379,653	379,653
d. Total	17,980,704	19,347,960	18,536,902
3. DROP Balances	442,948	442,948	442,948
4. Total for All Members	27,003,060	28,370,316	27,559,258
C. Change in Actuarial Present Value of All Projected Benefits	***N/A***	***1,367,256***	***556,198***
D. Actuarial Accrued (Past Service) Liability under Entry Age Normal*	25,687,103	27,054,359	26,243,301
E. Plan Assets*			
1. Market Value	22,047,291	22,047,291	22,047,291
2. Actuarial Value	24,787,865	24,787,865	24,787,865
F. Unfunded Actuarial Accrued Liability (UAAL)	899,238	2,266,494	1,455,436
G. Increase/(Decrease) in UAAL	***N/A***	***1,367,256***	***556,198***
H. Actuarial Present Value of Projected Covered Payroll	8,583,564	8,583,564	8,583,564
I. Actuarial Present Value of Projected Member Contributions	515,014	515,014	515,014
J. Funded Ratio (AVA basis): E2/D	96.5 %	91.6 %	94.5 %
K. Increase/(Decrease) in Funded Ratio	***N/A***	***(4.9) %***	***(2.0) %***

* Includes DROP balances.

CALCULATION OF EMPLOYER NORMAL COST			
A. Valuation Date	October 1, 2022	October 1, 2022	October 1, 2022
	No COLA	*Retiree Catch-Up Increase of 1% Per Year Retired*	*Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***	***Scenario 2***
B. Normal Cost for			
1. Service Retirement Benefits	$ 166,974	$ 166,974	$ 166,974
2. Vesting Benefits	25,542	25,542	25,542
3. Disability Benefits	9,883	9,883	9,883
4. Preretirement Death Benefits	4,409	4,409	4,409
5. Return of Member Contributions	7,729	7,729	7,729
6. Total for Future Benefits	214,537	214,537	214,537
7. Assumed Amount for Admin. Expenses	45,210	45,210	45,210
8. Total Normal Cost	259,747	259,747	259,747
As % of Covered Payroll	20.16 %	20.16 %	20.16 %
C. Expected Member Contribution	$ 81,213	$ 81,213	$ 81,213
As % of Covered Payroll	6.30 %	6.30 %	6.30 %
D. Net Employer Normal Cost: B8 - C	$ 178,534	$ 178,534	$ 178,534
As % of Covered Payroll	13.86 %	13.86 %	13.86 %
E. Increase in Net Employer Normal Cost	***N/A***	***$ -***	***$ -***
As % of Covered Payroll	***N/A***	***0.00 %***	***0.00 %***

PARTICIPANT DATA			
	October 1, 2022 *Baseline*	October 1, 2022 *Scenario 1*	October 1, 2022 *Scenario 2*
ACTIVE MEMBERS			
Number	18	18	18
Covered Annual Payroll	$ 1,288,509	$ 1,288,509	$ 1,288,509
Average Annual Payroll	$ 71,584	$ 71,584	$ 71,584
Average Age	55.1	55.1	55.1
Average Past Service	22.2	22.2	22.2
Average Age at Hire	32.9	32.9	32.9
RETIREES, BENEFICIARIES & DROP			
Number	81	81	81
Current Annual Benefits	$ 1,653,418	$ 1,794,750	$ 1,712,729
Average Annual Benefit	$ 20,413	$ 22,157	$ 21,145
Average Age	71.2	71.2	71.2
DISABILITY RETIREES			
Number	3	3	3
Current Annual Benefits	$ 46,861	$ 54,861	$ 51,289
Average Annual Benefit	$ 15,620	$ 18,287	$ 17,096
Average Age	69.7	69.7	69.7
TERMINATED VESTED MEMBERS			
Number	6	6	6
Annual Benefits	$ 58,265	$ 58,265	$ 58,265
Average Annual Benefit	$ 9,711	$ 9,711	$ 9,711
Average Age	52.2	52.2	52.2

Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability and the actuarially determined contribution requires the use of assumptions regarding future economic and demographic experience. Risk measures are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: Plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Plan's funded status); and changes in Plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the Plan's future financial condition include:

1. Investment risk – actual investment returns may differ from the either assumed or forecasted returns;
2. Contribution risk – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the Plan's funding policy or material changes may occur in the anticipated number of covered employees, covered payroll, or other relevant contribution base;
3. Salary and Payroll risk – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
4. Longevity risk – members may live longer or shorter than expected and receive pensions for a period of time other than assumed;
5. Other demographic risks – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return is less (or more) than the assumed rate, the cost of the Plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

The computed contribution amounts may be considered as a minimum contribution that complies with the pension Board's funding policy and the State statutes. The timely receipt of the actuarially determined contributions is critical to support the financial health of the Plan. Users of this report should be aware that contributions made at the actuarially determined rate do not necessarily guarantee benefit security.

Risk Assessment

Risk assessment was outside the scope of this report. Risk assessment may include scenario tests, sensitivity tests, stochastic modeling, stress tests, and a comparison of the present value of accrued benefits at low-risk discount rates with the actuarial accrued liability. We are prepared to perform such assessment to aid in the decision-making process.

GRS

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July 8, 2024

Ms. Brittany Percell
Director of Finance
City of Atlantic Beach
800 Seminole Road
Atlantic Beach, FL 32233

Re: City of Atlantic Beach Police Officers' Retirement System
Supplemental Actuarial Valuation Report

Dear Brittany:

As requested, we have prepared the enclosed Supplemental Actuarial Valuation Report for the City of Atlantic Beach Police Officers' Retirement System (Plan) which measures the first-year financial impact of the proposed Plan change as summarized below:

Scenario 1:

Implement a one-time Cost of Living Adjustment for current retirees of 3.00% for every 5 full years elapsed since the date of the benefit commencement.

The enclosed exhibits show the impact of the above change on the City's contribution requirement, the Unfunded Actuarial Accrued Liability (UAAL), the funded ratio in the first year and the ultimate cost to the City in today's dollars (for this report, the ultimate cost is the change in the Actuarial Present Value of all Projected Benefits).

Please note that the increase in the UAAL was amortized over 15 years in this analysis, rather than the 30-year period which has been used by the Board to amortize plan changes in the past. Since the proposed plan change significantly increases liabilities for current retirees, the shorter amortization period accelerates funding and limits the transfer of costs to future taxpayers.

Summary of Findings

The baseline results shown on the enclosed exhibits are from the October 1, 2023 Actuarial Valuation Report dated May 9, 2024. As compared to these baseline results, the proposed benefit change would have the impacts described on the following page.

Scenario 1:

- The first year required City contribution would increase by $50,772, or 2.03% of covered payroll.
- The Funded Ratio would decrease by 2.5%, from 86.8% to 84.3%.
- The ultimate cost of the proposed change for current plan participants is measured by the change in the Actuarial Present Value of Projected Benefits, or approximately $581,000. This represents the increase in benefit payments expected to be funded by the City in today's dollars. This assumes all of the actuarial assumptions are met each year.

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Other Cost Considerations

- The enclosed figures measure the increase in the City's contribution requirement for the first year only, and assume that all of the actuarial assumptions are met. Future costs and contribution requirements can be significantly higher or lower depending on the extent to which Plan experience differs from that anticipated by the assumptions, increases or decreases are expected as part of the methodology used to determine contribution requirements, and if there are any future changes in assumptions, plan provisions, or applicable law.
- As of October 1, 2023, the Actuarial Value of Assets exceeds the Market Value of Assets by approximately $825,000. This difference will be gradually recognized over the next three years. In turn, the employer contribution will increase in the absence of offsetting gains.

Additional Disclosures

Please refer to the last page of this report for a discussion of risks associated with measuring the accrued liability and actuarially determined contribution.

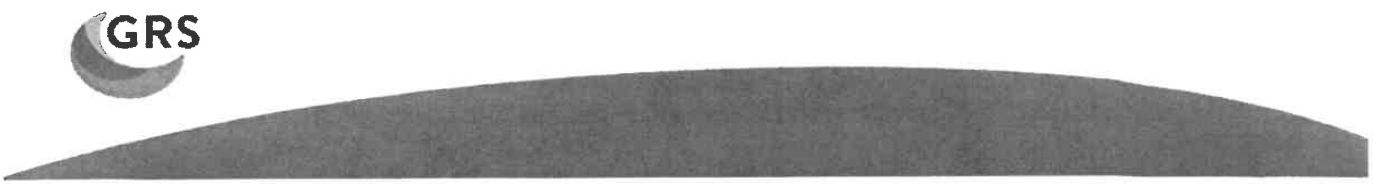
This report was prepared at the request of the City and is intended for use by the City and the Plan and those designated or approved by the City and the Plan. This report may be provided to other parties only in its entirety and only with the permission of the City and the Plan.

This report is intended to describe the financial effect on the Plan of the proposed change under the scenario detailed on the previous page. Potential effects on other benefit plans were not considered. No statement in this report is intended to be interpreted as a recommendation in favor of the change, or in opposition to them. Determinations of financial results associated with the benefits described in this report, for purposes other than those identified herein may be significantly different.

The calculations in this report are based upon information furnished by the Plan Administrator for the October 1, 2023 Actuarial Valuation concerning Plan benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We reviewed this information for internal and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by the Plan Administrator.

The date of the valuation was October 1, 2023. This means that the results of the supplemental valuation indicate what the October 1, 2023 valuation would have shown if the proposed benefit change had been in effect on that date. Supplemental valuations do not predict the result of future actuarial valuations. Rather, supplemental valuations give an indication of the cost of the benefit change only without comment on the complete end result of future valuations.

The calculations are based upon assumptions regarding future events, which may or may not materialize. They are also based on the assumptions, methods, and plan provisions outlined in the October 1, 2023 Actuarial Valuation Report and this report. If you have reason to believe that the assumptions that were used are unreasonable, that the plan provisions are incorrectly described, that important plan provisions relevant to this Report are not described, or that conditions have changed since the calculations were made, you should contact the author of the report prior to relying on information in the report.



This report was prepared using our proprietary valuation model and related software which in our professional judgment has the capability to provide results that are consistent with the purposes of the valuation and has no material limitations or known weaknesses. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge the information contained in this report is accurate and fairly presents the actuarial position of the Plan as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board and with applicable statutes.

Nicolas Lahaye and Dina Lerner are members of the American Academy of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained herein. The undersigned actuaries are independent of the plan sponsor.

We will be pleased to answer any questions pertaining to this report.

Sincerely,
Gabriel, Roeder, Smith & Company

Nicolas Lahaye, FSA, EA, MAAA, FCA
Consultant & Actuary

Dina Lerner, FSA, EA, MAAA, FCA
Consultant & Actuary

Enclosures

This communication shall not be construed to provide tax advice, legal advice or investment advice.

SUPPLEMENTAL ACTUARIAL VALUATION REPORT

Plan
City of Atlantic Beach Police Officers' Retirement System

Valuation Date
October 1, 2023

Date of Report
July 8, 2024

Report Requested by
City of Atlantic Beach

Prepared by
Nicolas Lahaye and Dina Lerner

Group Valued
All active and inactive participants of the Plan as of October 1, 2023.

Benefit Provisions Being Considered for Change

Scenario 1:

Implement a one-time Cost of Living Adjustment for current retirees of 3.00% for every 5 full years elapsed since the date of the benefit commencement.

Participants Affected
All current inactive Participants of the Plan (as described above).

Actuarial Assumptions and Methods
Same as the October 1, 2023 Actuarial Valuation Report dated May 9, 2024. Some of the key assumptions/methods are:

Investment Return	6.25% per year compounded annually, net of investment expenses
Mortality Table	Assumptions used by the Florida Retirement System (FRS) for Special Risk members in the FRS actuarial valuation as of July 1, 2022.
Salary increase	Age based ranging from 4.5% to 18.5% (including 2.5% price inflation)
Cost Method	Entry Age Normal

Amortization Period for Any Change in Actuarial Accrued Liability
The impact of the proposed plan change on the actuarial accrued liability was amortized as a level percentage of payroll over a 15-year period. The payroll growth rate used to amortize the unfunded actuarial accrued liabilities was 3.50%.

Summary of Data Used in Report
See attached page entitled "Participant Data"; based on the data used for the October 1, 2023 Actuarial Valuation Report dated May 9, 2024.

Actuarial Impact of Proposed Changes

See attached page(s).

Special Risks Involved That the Plan Has Not Been Exposed to Previously

None; please refer to the last page of this report for a discussion of risks associated with measuring the accrued liability and actuarially determined contribution.

Other Cost Considerations

- The enclosed figures measure the increase in the City's contribution requirement for the first year only, and assume that all of the actuarial assumptions are met. Future costs and contribution requirements can be significantly higher or lower depending on the extent to which Plan experience differs from that anticipated by the assumptions, increases or decreases are expected as part of the methodology used to determine contribution requirements, and if there are any future changes in assumptions, plan provisions, or applicable law.
- As of October 1, 2023, the Actuarial Value of Assets exceeds the Market Value of Assets by approximately $825,000. This difference will be gradually recognized over the next three years. In turn, the employer contribution will increase in the absence of offsetting gains.

ACTUARIALLY DETERMINED EMPLOYER CONTRIBUTION (ADEC)		
A. Valuation Date	October 1, 2023	October 1, 2023
	No COLA	*Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***
B. ADEC to Be Paid During Fiscal Year Ending	9/30/2025	9/30/2025
C. Assumed Date(s) of Employer Contribution	Monthly	Monthly
D. Annual Payment to Amortize Unfunded Actuarial Liability (UAL) if Paid on the Valuation Date	$ 187,048	$ 233,269
E. Employer Normal Cost (including Administrative Expenses) if Paid on the Valuation Date	355,628	355,628
F. ADEC if Paid on the Valuation Date: D + E	542,676	588,897
G. ADEC Adjusted for Frequency of Payments and Interest to Required Time of Contribution	596,113	646,885
H. Covered Payroll for Contribution Year	$ 2,504,363	$ 2,504,363
I. ADEC as % of Covered Payroll in Contribution Year: G ÷ H	23.80 %	25.83 %
J. Estimated Credit for State Revenue in Contribution Year*	165,133	165,133
K. Required Employer Contribution (REC) in Contribution Year: G - J	430,980	481,752
L. REC as % of Covered Payroll in Contribution Year: K ÷ H	17.21 %	19.24 %
M. Increase/(Decrease) in REC in Contribution Year	***N/A***	***50,772***
N. Increase/(Decrease) in REC as a % of Covered Payroll in Contribution Year	***N/A***	***2.03 %***

*Chapter 185 Florida Statutes. The City contribution amount may need to be increased if the amount received under the provisions of Chapter 185, Florida Statutes, is not sufficient to meet the total employer contribution requirement.

ACTUARIAL VALUE OF BENEFITS AND ASSETS		
A. Valuation Date	October 1, 2023	October 1, 2023
	No COLA	*Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***
B. Actuarial Present Value of All Projected Benefits for		
1. Active Members		
a. Service Retirement Benefits	$ 13,598,760	$ 13,598,760
b. Vesting Benefits	515,881	515,881
c. Disability Benefits	198,360	198,360
d. Preretirement Death Benefits	72,763	72,763
e. Return of Member Contributions	95,304	95,304
f. Total	14,481,068	14,481,068
2. Inactive Members		
a. Service Retirees & Beneficiaries	6,000,990	6,511,787
b. Disability Retirees	661,907	731,861
c. Terminated Vested Members	1,339,853	1,339,853
d. Total	8,002,750	8,583,501
3. DROP Balances	91,274	91,274
4. Total for All Members	22,575,092	23,155,843
C. Change in Actuarial Present Value of All Projected Benefits	***N/A***	***580,751***
D. Actuarial Accrued (Past Service) Liability under Entry Age Normal*	19,593,367	20,174,118
E. Plan Assets*		
1. Market Value	16,176,869	16,176,869
2. Actuarial Value	17,001,835	17,001,835
F. Unfunded Actuarial Accrued Liability (UAAL)	2,591,532	3,172,283
G. Increase/(Decrease) in UAAL	***N/A***	***580,751***
H. Actuarial Present Value of Projected Covered Payroll	14,323,976	14,323,976
I. Actuarial Present Value of Projected Member Contributions	1,145,918	1,145,918
J. Funded Ratio (AVA basis): E2/D	86.8 %	84.3 %
K. Increase/(Decrease) in Funded Ratio	***N/A***	***(2.5) %***

* Includes DROP balances.

CALCULATION OF EMPLOYER NORMAL COST		
A. Valuation Date	October 1, 2023	October 1, 2023
	No COLA	*Retiree Catch-Up Increase of 3% Per 5 Years Retired*
	Baseline	***Scenario 1***
B. Normal Cost for		
1. Service Retirement Benefits	$ 385,139	$ 385,139
2. Vesting Benefits	68,093	68,093
3. Disability Benefits	23,487	23,487
4. Preretirement Death Benefits	4,486	4,486
5. Return of Member Contributions	24,935	24,935
6. Total for Future Benefits	506,140	506,140
7. Assumed Amount for Admin. Expenses	26,723	26,723
8. Total Normal Cost	532,863	532,863
C. Expected Member Contribution	$ 177,235	$ 177,235
D. Net Employer Normal Cost: B8 - C	$ 355,628	$ 355,628
E. Increase in Net Employer Normal Cost	***N/A***	***$ -***

PARTICIPANT DATA		
	October 1, 2023 *Baseline*	October 1, 2023 *Scenario 1*
ACTIVE MEMBERS		
Number	25	25
Covered Annual Payroll	$ 2,378,410	$ 2,378,410
Average Annual Payroll	$ 95,136	$ 95,136
Average Age	42.8	42.8
Average Past Service	11.8	11.8
Average Age at Hire	31.0	31.0
RETIREES, BENEFICIARIES & DROP		
Number	18	18
Current Annual Benefits	$ 595,460	$ 650,200
Average Annual Benefit	$ 33,081	$ 36,122
Average Age	69.7	69.7
DISABILITY RETIREES		
Number	3	3
Current Annual Benefits	$ 59,673	$ 66,506
Average Annual Benefit	$ 19,891	$ 22,169
Average Age	65.6	65.6
TERMINATED VESTED MEMBERS		
Number	5	5
Annual Benefits	$ 131,973	$ 131,973
Average Annual Benefit	$ 26,395	$ 26,395
Average Age	51.0	51.0

Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability and the actuarially determined contribution requires the use of assumptions regarding future economic and demographic experience. Risk measures are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability and the actuarially determined contribution that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: Plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Plan's funded status); and changes in Plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the Plan's future financial condition include:

1. Investment risk – actual investment returns may differ from the either assumed or forecasted returns;
2. Contribution risk – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the Plan's funding policy or material changes may occur in the anticipated number of covered employees, covered payroll, or other relevant contribution base;
3. Salary and Payroll risk – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
4. Longevity risk – members may live longer or shorter than expected and receive pensions for a period of time other than assumed;
5. Other demographic risks – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return is less (or more) than the assumed rate, the cost of the Plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

The computed contribution amounts may be considered as a minimum contribution that complies with the pension Board's funding policy and the State statutes. The timely receipt of the actuarially determined contributions is critical to support the financial health of the Plan. Users of this report should be aware that contributions made at the actuarially determined rate do not necessarily guarantee benefit security.

Risk Assessment

Risk assessment was outside the scope of this report. Risk assessment may include scenario tests, sensitivity tests, stochastic modeling, stress tests, and a comparison of the present value of accrued benefits at low-risk discount rates with the actuarial accrued liability. We are prepared to perform such assessment to aid in the decision-making process.

TS

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No.24-36 Awarding Bid 2223-09; WWTP Headworks Piping Improvements

SUBMITTED BY: Troy Stephens, Public Utilities Director

TODAY'S DATE: July 9, 2024

MEETING DATE: July 22, 2024

BACKGROUND: Staff received an engineering report regarding the headworks piping at the wastewater treatment plant. The piping system between the static screens and the headworks of the plant has a history of becoming hydraulically overloaded during wet, high-flow conditions; and the wastewater has backed up in the piping and into the collection pans beneath the screens causing them to overflow. The piping under the headworks area of the wastewater treatment plant was inspected and metal thickness readings were gathered in April 2024, and staff received a report with photos. The report states that the condition of the pipes and flanges exhibit signs of being near the end of their useful service life and should be replaced. Internal corrosion is occurring, and the piping will become structurally unsound, and a catastrophic failure could occur if not replaced.

A bid opening for this project was originally held on September 13, 2023, for Bid 2223-09; WWTF Hydraulic & Piping Improvements. Two bids were received. The original bid included hydraulic improvements located at the splitter box, but that work has since been removed from the scope of work due to cost. An updated proposal was received by the lowest bidder, SGS Contracting on July 1, 2024, in the amount of $746,400. The original bids are as follows:

Bidders	Sawcross, Inc.	SGS Contracting
Total Bid Amount	$1,283,425.00	$955,570.00

The low bidder, SGS Contracting, has provided all required documentation in its bid submittal.

BUDGET: The budget for this critical project is being funded by reallocating $456,809 from Project PU2334- 20th Street Lift Station Bulkhead & Access Rd Reconstruction and reallocating $300,000 from Project PU2325- Construct Hypochlorite Building, into the Public Utilities Account Number 410-5508-535-6300 for Project No. PU2307 – WWTP Headworks Piping Improvements. These changes bring the total project available funds to $756,809.00.

RECOMMENDATION: Approve Resolution No. 24-36 awarding SGS Contracting Bid 2223-09 in the amount of $746,400.00 and authorizing the City Manager to execute the contract.

ATTACHMENT(S):
1. Resolution No. 24-36
2. Bid Tabulation
3. Headworks Piping Condition Assessment Report
4. SGS Proposal

REVIEWED BY CITY MANAGER:

ts

RESOLUTION NO. 24-36

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING BID NO. 2223-09 FOR WWTP HEADWORKS PIPING IMPROVEMENTS; 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, Staff received an engineering report regarding the condition of the headworks piping at the wastewater treatment plant; and

WHEREAS, an inspection was performed, and headworks piping has been deemed very near the end of its useful service life; and

WHEREAS, a bid opening was held on September 13, 2023, for Bid 2223-09; WWTP Headworks Piping Improvements; and

WHEREAS, the project consists of labor, equipment and materials for replacing valves/piping and pipe supports at the headworks, including demolition, procurement, installation, start-up services, and all related improvements.; and

WHEREAS, the lowest bid was received from SGS Contracting in the amount of $955,570.00; and

WHEREAS, the project scope was modified to remove the hydraulic improvements at the splitter box, and a new scope and fee was received by SGS Contracting on July 1, 2024, in the amount of $746,400; and

WHEREAS, FY 2023-24 budget modifications have been submitted to reallocate $456,809 from canceled Project PU2334 – 20th Street Lift Station Bulkhead & Access Rd. Reconstruction; and $300,000 from Project PU2325 – Construct Hypochlorite Building; and

WHEREAS, upon execution of the budget modifications, sufficient funds will be available in the Public Utilities Fund for this purpose in Account No. 410-5508-535-6300, for Project No. PU2307, in the amount of $756,809.

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. 2223-09 SGS Contracting in the updated proposal amount of $746,400.00 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 22nd Day of July, 2024.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason R. Gabriel, City Attorney

ts

CITY OF ATLANTIC BEACH
WWTF HYDRAULIC & PIPING IMPROVEMENTS
September 13, 2023

Bid 2223-09

Required Documents	Sawcross Contractors & Engineers	SGS Contracting Services
Submission in Triplicate - All Documents	X	X
Document Requirements Checklist	X	X
Bid Form	X	X
Bid Bond - 5% of Bid	X	X
W-9 Form	X	X
Drug Free Workplace	X	X
Public Entity Crimes Statement	X	X
Public Records Provisions	X	X
E-Verify Form	X	X
New Vendor Information Form	X	X
Business Tax Receipt	X	X
Proof of Experience - 3 years	X	X
Qualifications - General Contractor	X	X
Financials - 2 years	NO	X
Insurance	X	X
References - 3 (w/job description and beginning & end dates)	X	X
Agree to Base Bid Specifications	X	X
Written Confirmation of Adenda (Addendum 1 & 2. #2 has 4 parts)	X	X
Grand Total	**$1,282,400.00**	**$955,570.00**

***While verifying bids, a mathematical error was found with Sawcross. The entered the contingency amount as $115,650 with a written bid amount of $1,282,400.
***The actual amount of the contingency is $116,675 for a total bid amount of $1,283,425 for a difference of $1,025.

Award of Bid based on Department Analysis or Commission Approval

ts

TANKREHAB.com
Professional Tank Services

May 22, 2024

Troy Stephens
tstephens@coab.us
1100 Sandpiper Lane
Atlantic Beach, FL 32233

Mr. Stephens,

The piping under the headworks area was inspected and metal thickness readings were gathered. Locations of obvious corrosion failure are notated in the report. The condition of the pipes/flanges exhibit signs of being near the end of their useful service life and should be replaced.
Internal corrosion is occurring, and 3-5 locations were noted for seepage/leaks. The internal corrosion will continue to cause the piping to become structurally unsound and if not replaced a catastrophic failure can occur.

The piping consists of approximately 155' of horizontal and 100' of vertical ductile and carbon steel piping and flanges ranging in size from 10" to 24".

Approximately 30 readings were gathered ranging from .410"- .593" on the ductile piping and .718" to 1.10 on the flanges.

Please also see attached recommendation letter from Mr. Timothy Rudolph P.E.

We appreciate the opportunity to serve you and look forward to a continued association with you in the future. If you have any questions, please do not hesitate to call.

Sincerely,

Tom Donovan
tom@tankrehab.com

ts

TANKREHAB.com
Professional Tank Services

2030 E. Adams St.
Jacksonville, Florida 32202
(904)551-9293
contact@tankrehab.com

HEADWORKS PIPING
CONDITION ASSESMENT REPORT

Location: Water Treatment Plant
1100 Sandpiper Lane
Atlantic Beach, FL 32233



- Inspection Date: Multiple
- Contact: Tom Donovan, 904-608-6149
- Inspected By: Tom Donovan

Customer Contact Information

- Administrative: Troy Stephens
- Job: Headworks Piping
- Address: 1100 Sandpiper Lane
  Atlantic Beach, FL 32233
- Email: tstephens@coab.us





- View of condition of piping with active leaks and patches.
- Multiple protective coating failures.





- Internal corrosion causing metal loss.









Summary

Recommend replacement.

ENVIRONEERING INC.
109 AZALEA POINT DRIVE SOUTH • PONTE VEDRA BEACH • FLORIDA • 32082

May 29, 2024

Mr. Tom Donovan, President
Tank Rehab, LLC
2030 East Adams Street
Jacksonville, Florida 32202

Subject: City of Atlantic Beach, Headworks Piping Inspection, 1100 Sandpiper Lane, Atlantic Beach, Florida 32233 – JON 8263.

Reference: TankRehab, LLC Report Dated May 2024, Piping Inspection Report (PIR)

Dear Mr. Donovan:

The subject inspection was conducted in accordance with accepted inspection protocols and was completed by TankRehab, LLC on the Headworks Piping System. The piping system has numerous corrosion points where the steel has failed and is currently leaking or has been patched. The piping system should be replaced sooner than later. Failure to replace the Headworks Piping will ultimately result in the catastrophic failure of the pipe with the potential for significant damage/injury to operational personnel in the area. The Headwork Piping should be replaced within the next six months but no later that one year from the inspection date. The Headworks Piping is at the end of its usefully life and must be replaced.

Recommendations in the report should be followed as stated.

It has been a pleasure working with you and I look forward to completing this work with you in the very near future. I can be reached at (904) 665-0100 or mobile (904) 612-1456 if you should have any questions.

Respectfully submitted,

Timothy W. Rudolph, P.E., L.A.C.
Licensed Professional Engineer 39617 - Florida
Licensed Asbestos Consultant EA 0000074
Asbestos Business License ZA0000243
<TANK REHAB INSPECTION-LETTER –8263-1>

(904) 665-0100 (904) 612-1456 • MOBILE (904) 665-0101• FAX

ts

SGS CONTRACTING SERVICES, INC.

PROPOSAL

PROJECT: COAB WWTP #1 - Headworks Piping Replacement
DATE: 07-01-2024

TO: City of Atlantic Beach

SCOPE OF WORK

1	**SCOPE**					
2	Provide all labor, equipment, materials and ancillary services for replacement of existing piping, valves and appurtenances at the headworks.					
3						
4	Provide complete replacement of all piping materials and appurtenances as shown on drawings M1, M2, & M3 (headworks area only) for					
5	original bid number 2223-09, following all specifications and requirements noted in the bid documents. This includes conformance to details					
6	In the bid drawings applicable to this scope of work.					
7						
8	This proposal DOES NOT include any work associated with the hydraulic improvements at or near the splitter box, as shown on drawings					
9	M4, M5, & M6.					
10						
11						
12	To be provided by others:					
13	Three (3) each 18x10 flanged DIP Tees, six (6) each 18" Flange Accessory Sets, three (3) each 10" Flange Accessory Sets					
14	(See pricing section below)					
15						
16		**INCLUDED (Yes/No)**				
17	**DOCUMENTS**	Yes	No		N/A	Comments
18	All original bid documents for Bid Number 2223-09 (bid date September 2023)	X				
19						
20						
21	**GENERAL PROVISIONS**	Yes	No		N/A	Comments
22	Building Permits		X			
23	Insurance: GL - $1MM/$2MM	X				
24	Insurance: AUTO - $1MM	X				
25	Insurance: UMBRELLA - $5MM	X				
26	Insurance: POLLUTION LIABILITY - $1MM/$2MM	X				
27	Insurance: WORK COMP - $1MM	X				
28	Payment & Performance Bond	X				
29	Survey:		X			
30	Material Testing:		X			
31	Temporary Power		X			N/A
32	Fees and Usage Costs for Electricity and/or Water Usage		X			
33	**SITEWORK & EARTHWORK**	Yes	No		N/A	Comments
34	Clean Work Area	X				
35	**CONRETE**	Yes	No		N/A	Comments
36						
37	**MISC. METALS**	Yes	No		N/A	Comments
38						
39	**SPECIALTIES**	Yes	No		N/A	Comments
40						
41	**PAINT & COATINGS**	Yes	No		N/A	Comments
42	Epoxy Coating of New Piping	X				
43	**PROCESS EQUIPMENT**	Yes	No		N/A	Comments
44						
45	**PROCESS PIPING**	Yes	No		N/A	Comments

46	Pipe, Valves, Fittings, Appurtenances	X				
47	**ELECTRICAL & INSTRUMENTATION**	Yes	No		N/A	Comments
48						
49	**MISCELLANEOUS**	Yes	No		N/A	Comments
50	Sanitary Facilities & Dumpsters	X				
51	Temporary Toilets for Facility Use				X	
52	Linestops, Slide Gates, Stop Logs and/or Insert-Valves (if existing valves do not work properly)		X			
53	Temporary Pipe Plugs		X			
54	Basin draining and/or cleaning		X			
55	Bypassing of Flow		X			
56	Disinfection/Testing				X	
57	**SAFETY**	Yes	No		N/A	Comments
58	All PPE Normally Required for Projects of This Nature	X				
59	OSHA 30 (Principals)	X				
60	OSHA 10 (Superintendents)	X				
61	Confined Space Entry Equipment	X				
62	Weekly Toolbox Meetings	X				
63	**SCHEDULE**					
64	TBD					
65	**PAYMENT / TERMS / RELEASES**				N/A	Comments
66	Retainage: (per FL Statutes)					
67	Payment: NET30					
68	Expiration of This Proposal					90 Days
69	Releases of Lien: Florida Statutory Language for Partials and Finals					
70	**CERTIFICATIONS & LICENSES**					
71	State of FL Certified General Contractor (CGC 1514772)					
72	State of FL Certifife Underground Utility & Excavation Contractor (CUC 1225090)					
73	**PRICING**					
74						
75	**TOTAL LUMP SUM PRICE FOR SCOPE LISTED ABOVE:**				**$761,700.00**	
76	**CREDIT FOR USING CITY PROVIDED TEES & ACCESSORIES:**				**($15,300.00)**	
77	**TOTAL PRICE (IF USING CITY PROVIDED MATERIALS):**				**$746,400.00**	
78						

SGS Contracting Services, Inc. -- PO Box 908, High Springs, FL 32655. -- 386-361-5300

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: PBA Union Negotiations 2022-2025 Contract Amendment

SUBMITTED BY: Cathy Varian, Human Resources Director CV

TODAY'S DATE: July 10, 2024

MEETING DATE: July 22, 2024

BACKGROUND: The contract that the City of Atlantic Beach entered into with the Police Benevolent Association (PBA) runs from 2022 – 2025. The City and Union had two public negotiation meetings and came to an agreement, pending ratification and Commission approval, on three changes to the contract. The key provisions in the contract that has been amended are as follows:

1. Effective 10/1/24 personal leave accrual rates will increase by 12 hours per year after the first year of employment.
2. Effective 10/1/24 change the shift differential to $2.00 per hour to regular rate of pay for any hours worked between 6pm and 6am. This just reflects current practice.
3. Effective 10/1/24 increase the percentage of add pay for Special Response Team (formally SWAT) members from 5% to 10%.

BUDGET: Negligible (less than $300).

RECOMMENDATION: Approve Resolution No. 24-37.

ATTACHMENTS: 1. Resolution No. 24-37
2. 2024 City of Atlantic Beach and PBA 2022-2025 Contract Amendment.

REVIEWED BY CITY MANAGER:

RESOLUTION NO. 24-37

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING THE 2024 AMENDMENT TO THE 2022-2025 COASTAL FLORIDA POLICE BENEVOLENT ASSOCIATION AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AMENDMENT.

WHEREAS, the City of Atlantic Beach currently has a contract in place with the Coastal Florida Police Benevolent Association expiring in 2025; and

WHEREAS, every year a new amendment to the contract is negotiated; and

WHEREAS, the Coastal Florida Police Benevolent Association and the City had a successful negotiation process this year;

WHEREAS, the following provisions are proposed as amendments to the contract:

1. Effective 10/1/24 personal leave accrual rates will increase by 12 hours per year after the first year of employment.
2. Effective 10/1/24 change the shift differential to $2.00 per hour to regular rate of pay for any hours worked between 6pm and 6am. This just reflects current practice.
3. Effective 10/1/24 increase the percentage of add pay for Special Response Team (formally SWAT) members from 5% to 10%.

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

SECTION 1. The City Commission hereby approves the 2024 Amendment to the 2022-2025 Coastal Florida Police Benevolent Association contract;

SECTION 2. The City Commission hereby authorizes the City Manager to execute the amendment;

SECTION 3. This Resolution shall take effect October 1, 2024.

PASSED AND ADOPTED by the City of Atlantic Beach, this 22nd day of July, 2024.

_____
Curtis Ford, Mayor

Attest:

Approved as to form and correctness:

_____
Donna L. Bartle, City Clerk

_____
Jason Gabriel, City Attorney

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE CITY OF ATLANTIC BEACH

AND

COASTAL FLORIDA POLICE BENEVOLENT ASSOCIATION

This Memorandum of Understanding is entered into between the City of Atlantic Beach (hereinafter referred to as "the City") and the Coastal Florida Police Benevolent Association (hereinafter referred to as "the PBA") on behalf of those employees in the classifications of Police Officer, Detective and Sergeant (PERC Certification Number 1665) for the purpose of bargaining collectively in the determination of the wages, hours and terms and conditions of employment of those within the bargaining unit.

The City and the PBA agree as follows:

Effective 10/1/24 personal leave accrual rates will increase by 12 hours per year after the first year of employment.

Effective 10/1/24 change the shift differential to $2.00 per hour to regular rate of pay for any hours worked between 6pm and 6am and increase the percentage of add pay for SRT members from 5% to 10%.

The 2022-2025 contract language change will be as follows:

13.3 Effective on 10/1/2024 personal leave time shall accumulate during each pay period and shall be credited to the employee at the end of each pay period (total of 26) using the following schedule:

Beginning Year of Employment	Thru Year	Hours per Pay Period (26)	Total Annual Hours
First Year		5.12	133
1	3	6.50	169
4	5	7.0	182
6	7	7.73	201
8	10	8.62	224
11	12	9.27	241
13	14	9.85	256
15		10.5	273

26.2 Police Officers and Sergeants will receive shift differential pay as follows for the entire shift:

All hours worked between 6pm and 6am will be compensated with $2.00 per hour added to the officer's regular rate of pay.

26.6 Any employee covered by this Agreement who is assigned as a member of the Special Response Team (SRT) shall receive a rate of pay ten percent (+10%) above their normal pay while such officers are performing actual SRT duties, not including training. Such percentage shall not be added to the base pay but shall be in addition to the base pay and apply to all pay, overtime, compensatory time paid, etc. received by the officer.

This Agreement will become effective upon ratification by the Union, approval by the City Commission and execution by both the Union and the City. All other terms and conditions of the Collective Bargaining Agreement not specifically referenced herein shall remain unchanged.

For the City:

_____
William B. Killingsworth
City Manager

Date:_____

For the PBA:

_____
Greg Forhan, General Counsel
Coastal Florida PBA

Date:_____

Ratified by PBA: _____

Approved by the City Commission: _____

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 24-38 authorizing the Atlantic Beach Police Department to enter into an Interlocal Agreement between Duval County First Responder Agencies

SUBMITTED BY: Victor Gualillo, Chief of Police

TODAY'S DATE: July 10, 2024

MEETING DATE: July 22, 2024

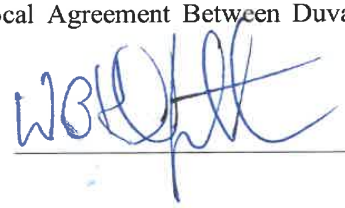
BACKGROUND: Florida Statutes, section 163.01, entitled the "Florida Interlocal Cooperation Act of 1969" authorizes local governments to make the most efficient use of their powers by enabling public agencies to cooperate with other localities on a basis of mutual advantage and to provide services and facilities that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities.

The Marjory Stoneman Douglas High School Public Safety Commission ("the Commission") recommended counties be required to develop and implement communication systems that allow direct radio communication between Public Safety Answering Points ("PSAPs") and first responders outside the PSAPs normal area to provide for more efficient dispatch of first responders. In response to the Commission's recommendations, the Florida Legislature created section 365.179, Florida Statutes, entitled "Direct radio communication between 9-1-1 public safety answering points and first responders. Further Florida Statutes, section 365.179 requires the Duval County Sheriff to facilitate the development and execution of a written interlocal agreement between all primary first responders within the county. The Jacksonville Sheriff's Office and City of Atlantic Beach Police Department are primary first responders within the Duval County who mutually desire to work in cooperation and provide for interagency cooperation as required under Florida Law.

BUDGET: No budgetary involvement

RECOMMENDATION: Approve Resolution No. 24-38 authorizing the Chief of Police signatory authorization to enter into the Interlocal Agreement Between Duval County First Responder Agencies.

ATTACHMENT(S): 1. Resolution No. 24-38
2. Interlocal Agreement Between Duval County First Responder Agencies

REVIEWED BY CITY MANAGER: 

RESOLUTION NO. 24-38

A RESOLUTION OF THE CITY OF ATLANTIC BEACH AUTHORIZING THE ABPD TO ENTER INTO AN INTERLOCAL AGREEMENT BETWEEN DUVAL COUNTY FIRST RESPONDER AGENCIES; GIVING THE CHIEF OF THE ATLANTIC BEACH POLICE DEPARTMENT SIGNATORY AUTHORITY; IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, section 163.01, entitled the "Florida Interlocal Cooperation Act of 1969" authorizes local governments to make the most efficient use of their powers by enabling public agencies to cooperate with other localities on a bases of mutual advantage and to provide services and facilities that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

WHEREAS, the Marjory Stoneman Douglas High School Public Safety Commission ("the Commission") recommended counties be required to develop and implement communication systems that allow direct radio communication between Public Safety Answering Points ("PSAPs") and first responders outside the PSAPs normal service area to provide for more efficient dispatch of first responders; and

WHEREAS, in response to the Commission's recommendations, the Florida Legislature created section 365.179, Florida Statutes, entitled "Direct radio communication between 9-1-1 public safety answering points and first responders"; and

WHEREAS, Florida Statutes, section 365.179 requires the Duval County Sheriff to facilitate the development and execution of a written interlocal agreement between all primary first responders within the county and; The Jacksonville Sheriff's Office and City of Atlantic Beach Police Department are primary first responders within the Duval County who mutually desire to work in cooperation and provide for interagency cooperation as required under Florida Law.

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

Section 1. The City Commission authorizes the Atlantic Beach Police Department to enter into the Interlocal Agreement.

Section 2. The City Commission authorizes the Chief of Police signatory authority to execute in accordance with and as necessary to effectuate the provisions of this resolution.

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

PASSED AND ADOPTED by the City of Atlantic Beach, this 22nd day of July 2024.

Attest:

_____
Donna L. Bartle, City Clerk

_____
Curtis Ford, Mayor

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

INTERLOCAL AGREEMENT BETWEEN
DUVAL COUNTY FIRST RESPONDER AGENCIES

THIS INTERLOCAL AGREEMENT ("the Agreement") is made and entered into by and between the Jacksonville Sheriff's Office ("the JSO") a primary first responder, and the Atlantic Beach Police Department ("the ABPD") a primary first responder. The JSO and the ABPD are public agencies located in Duval County, Florida.

WITNESSETH:

WHEREAS, Florida Statutes, section 163.01, entitled the "Florida Interlocal Cooperation Act of 1969" authorizes local governments to make the most efficient use of their powers by enabling public agencies to cooperate with other localities on a basis of mutual advantage and to provide services and facilities that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

WHEREAS, Part 1 of Chapter 163 of the Florida Statutes permits public agencies to enter into interlocal agreements with other public agencies to exercise jointly any power, privilege, or authority that the respective agencies share in common and which each might exercise separately; and

WHEREAS, the Marjory Stoneman Douglas High School Public Safety Commission ("the Commission") recommended counties be required to develop and implement communication systems that allow direct radio communication between Public Safety Answering Points ("PSAPs") and first responders outside the PSAPs normal service area to provide for more efficient dispatch of first responders; and

WHEREAS, in response to the Commission's recommendations, the Florida Legislature created section 365.179, Florida Statutes, entitled "Direct radio communication between 9-1-1 public safety answering points and first responders"; and

WHEREAS, Florida Statutes, section 365.179 requires the Sheriff to facilitate the development and execution of a written interlocal agreement between all primary first responders within the county.

The JSO and the ABPD are primary first responders within the Duval County which provide for interagency communications as required under this provision.

The Jacksonville Sheriff's Office ("the JSO") and the Atlantic Beach Police Department ("the ABPD") will collectively be referred to as "the Agencies" or "the Parties." The Interlocal Agreement will be referred to as "the Agreement."

NOW, THEREFORE, in consideration of the foregoing, the JSO and the ABPD agree as follows:

Section 1. Purpose

The Agreement sets forth the protocols for which the JSO PSAP or the ABPD PSAP will directly provide notice by radio of a public safety emergency to the on-duty personnel of the other referenced agency PSAP, when the other agency did not provide primary dispatch functions concerning the emergency.

Section 2. Definitions

A. "9-1-1 public safety answering point" or "PSAP" means a municipal or county emergency communications or 9-1-1 call center in Duval County that receives cellular, landline, or text –to– 9-1-1 communications.
B. "First responder agency" means a law enforcement agency or fire service agency, other than a state agency, and each emergency medical services provider, as is designated as a primary first responder for the service area in which a 9-1-1 public safety answering point receives 9-1-1 calls.
C. "Public safety emergency" or "event," means an incident where a person(s) is actively engaging in causing serious bodily injury or death to multiple victims and/or other hostile event where the potential for serious bodily injury or death is imminent and/or occurring.

Section 3. Agreement

A. The referenced primary PSAPs shall have the ability to have direct radio contact with the other primary first responder agency and its' dispatchers for whom the PSAP can reasonably receive 9-1-1 communications.

1. Upon the occurrence of a public safety emergency, the PSAP receiving the event from the 9-1-1 caller shall immediately broadcast all 9-1-1 communications or public safety information regarding the emergency over the primary talk group/dispatch channel designated for such communications to the other agencies' first responders and dispatchers with jurisdiction over the service area where the emergency is occurring. Prior to the broadcast, the agency dispatcher shall seek approval from his/her supervisor.
2. After the event has been dispatched by the receiving agency, all other PSAPs, whether within or outside the service area of the emergency, will continue to transfer additional 9-1-1 calls to the agency where the emergency is occurring.
3. An "awareness notification" of the public safety emergency will be broadcast by the agency PSAP initially receiving the 9-1-1 call to all agencies in the Northeast Florida area using the Metro Jax communications channel to ensure all PSAPs are aware of the event.

B. Training shall be provided to appropriate agency personnel regarding the procedures and protocols set forth in the Agreement, including coordination, radio functionality and how to readily access the necessary dispatch channels. The Agencies shall be responsible for training their respective personnel.

Section 4. Effective Date, Term of Agreement and Termination

The Agreement shall take effect upon execution by the referenced Agencies and be in effect for three (3) years. The Agreement will be effective on the date both Parties have executed the Agreement. The Agreement may not be terminated except via the agreement of both Parties.

Section 5. Liability

The respective Parties shall be liable for their own acts or omissions, subject to the limitations set forth in Florida Statutes, section 768.28. The respective Parties assume responsibility for the acts, omissions, or conduct of the agencies' employees. The foregoing shall not constitute a waiver of sovereign immunity beyond the limits set forth in section 768.28, Florida Statutes, or of any defense available to either Agency. Nothing in the Agreement shall be construed as consent by either Agency to be sued by third parties in any matter, whether arising out of the Agreement or any other contract.

Section 6. Confidentiality

The Parties to the Agreement agree to adhere to the Public Records provisions set forth in Florida Statutes Chapter 119.

Section 7. Relationship of the Parties

Nothing in the Agreement delegates any constitutional or statutory duty of one Party to the other Party. Except as set forth in the Agreement, neither Party shall have any responsibility with respect to services provided or the contractual obligations of the other Party. Nothing in the Agreement shall be deemed to constitute that the Party is a partner, agent, or local representative of the other Party or to create any type of fiduciary responsibility or relationship of any kind whatsoever between the Parties.

Section 8. No Third Party Beneficiaries

The Agreement is for the exclusive benefit of the Parties and not for the benefit of any third person, nor shall the Agreement be deemed to confer or have conferred any rights, express or implied, upon any other third person or Party.

Article 9. Severability

The invalidity or unenforceability of any provision or clause in the Agreement shall in no way effect the validity or enforceability of any other clause or provision.

Section 10. Amendments to this Agreement

Any amendments to the Agreement shall be by written instrument executed by the respective Agencies to the Agreement.

Section 11. Assignment; Binding Agreement

The Agreement may not be transferred or assigned to another. The Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors.

Section 12. Governing Law and Venue

The Agreement shall be construed in accordance with the laws of the State of Florida. Venue shall be in Duval County, Florida.

Section 13. Entirety of the Agreement

The Agencies agree that the Agreement is the entire agreement between the Parties, and that there are no promises or understandings other than those stated within the Agreement.

Section 14. Recording of Agreement

Upon execution by the Agencies, the JSO shall record the Agreement in the Official Records of Duval County and with the Florida Department of Law Enforcement ("FDLE").

IN WITNESS WHEREOF, the Agencies have caused this Interlocal Agreement to be executed.

DUVAL COUNTY SHERIFF

By:_____

T.K. Waters, Sheriff

Date: _____

By:_____

Atlantic Beach Police Department

Date: _____

APPROVED AS TO FORM:

_____

Office of General Counsel

(Pursuant to section 37.01, Jacksonville)

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Increase Leave Accrual

SUBMITTED BY: Cathy Varian, Human Resources Director CV

TODAY'S DATE: July 10, 2024

MEETING DATE: July 22, 2024

BACKGROUND: The City Manager would like to increase the paid time off that eligible employees accrue each year by 12 hours after the first year, to align with the police union proposal and in an effort to begin restoring some of the benefits that were reduced or eliminated in 2013.This would be effective 10/1/2024.

BUDGET: None

RECOMMENDATION: Approve Resolution No. 24-39

ATTACHMENTS: Resolution No. 24-39

REVIEWED BY CITY MANAGER: WBK

RESOLUTION NO. 24-39

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING AN INCREASE IN THE ANNUAL LEAVE ACCRUAL OF ELIGIBLE EMPLOYEES BY 12 HOURS AFTER THE FIRST YEAR.

WHEREAS, the City of Atlantic Beach has historically provided eligible employees with paid time off for personal and sick leave; and

WHEREAS, in 2013, the City of Atlantic Beach reduced the leave accrual afforded to employees, due to fiscal concerns;

WHEREAS, in 2013, the City of Atlantic Beach reduced other benefits to employees, including discontinuing the leave sell back program and the longevity pay;

WHEREAS, the City of Atlantic Beach is considering a proposal from the Coastal Florida Police Benevolent Association for the same leave accrual increase; and

WHEREAS, the City of Atlantic Beach is in a fiscal position to partially restore the benefits that were reduced.

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

SECTION 1. The City Commission hereby approves the annual increase of leave accrual of eligible employees by 12 hours after the first year;

SECTION 2. This Resolution shall take effect October 1, 2024.

PASSED AND ADOPTED by the City of Atlantic Beach, this 22nd day of July, 2024.

_____
Curtis Ford, Mayor

Attest:

Approved as to form and correctness:

_____
Donna L. Bartle, City Clerk

_____
Jason Gabriel, City Attorney

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No 24-40 establishing the proposed millage rate; acknowledging the current year rolled-back rate; and setting the date, time and place for the first and second public hearings to consider the proposed Fiscal Year 2024-25 millage rate and budget.

SUBMITTED BY: Brittany Percell, Director of Finance

TODAY'S DATE: July 10, 2024

MEETING DATE: July 22, 2024

BACKGROUND: On June 28, 2024, the Property Appraiser of Duval County served upon the City of Atlantic Beach a "Certification of Taxable Value" certifying to the City of Atlantic Beach its 2024 taxable value. The provisions of Florida Statutes Section 200.065 require that within 35 days of service of the Certification of Taxable Value upon a municipality, said municipality shall be required to furnish to the Property Appraiser the proposed millage rate, the current year rolled-back rate, and the date, time and place at which a first public hearing will be held to consider the proposed millage and tentative budget.

Resolution No. 24-40:

- Establishes a proposed millage rate of 3.1035 mills, which is $3.1035 per $1,000 of assessed property, within the City of Atlantic Bach, to fund the General Fund Operating Budget.
- Acknowledges the current year rolled back rate, computed pursuant to Section 200.065 F.S., is 2.6121 mills, which is $2.6121 per $1,000 of assessed property, within the City of Atlantic Beach.
- Sets the City Commission's 6:30 p.m. September 9 and September 23, 2024, meetings in the Commission Chamber of City Hall, 800 Seminole Road, Atlantic Beach, Florida 32233, as the dates, time and place for the first and second Public Hearings, respectively, to consider the proposed Fiscal Year 2024-25 millage rate and budget.
- Authorizes the City Manager to execute and submit DR-420 Certification of Taxable Value, and DR-420MM-P Maximum Millage Levy Calculation Preliminary Disclosure to the Duval County Property Appraiser's Office.

BUDGET: None

RECOMMENDATION: Approve Resolution No. 24-40

ATTACHMENTS:
1. Resolution No. 24-40
2. DR-420 Certification of Taxable Value Form
3. DR-420MM-P Maximum Millage Levy Calculation Preliminary Disclosure Form

REVIEWED BY CITY MANAGER:

RESOLUTION NO. 24-40

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, ESTABLISHING THE PROPOSED MILLAGE RATE, THE CURRENT YEAR ROLLED-BACK RATE, AND THE DATE, TIME AND PLACE FOR THE FIRST AND SECOND PUBLIC HEARINGS TO CONSIDER THE PROPOSED FISCAL YEAR 2024-25 MILLAGE RATE AND BUDGET AS REQUIRED BY LAW; DIRECTING THE CITY MANAGER TO FILE SAID RESOLUTION WITH THE PROPERTY APPRAISER OF DUVAL COUNTY PURSUANT TO REQUIREMENTS OF FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on June 28, 2024, the Property Appraiser of Duval County, Florida, served upon the City of Atlantic Beach, a "Certification of Taxable Value" certifying to the City of Atlantic Beach its 2024 taxable value; and

WHEREAS, the provisions of Florida Statutes Section 200.065 require that within thirty-five (35) days of service of the Certification of Taxable Value upon a municipality, said municipality shall be required to furnish to the Property Appraiser the proposed millage rate, the current year rolled-back rate, and the date, time and place at which a first public hearing will be held to consider the proposed millage and tentative budget; and

WHEREAS, the City Commission of the City of Atlantic Beach has reviewed figures supplied by Property Appraiser of Duval County, conferred at a meeting, and desires to announce the dates of the first and second public hearings to the Property Appraiser of Duval County.

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

Section 1. The City Commission hereby establishes a proposed millage rate of 3.1035 mills, which is $3.1035 per $1,000 of assessed property, within the City of Atlantic Beach, to fund the General Fund Operating Budget.

Section 2. The current year rolled back rate, computed pursuant to Section 200.065 F.S., is 2.6121 mills, which is $2.6121 per $1,000 of assessed property, within the City of Atlantic Beach.

Section 3. The City Commission hereby sets its 6:30 p.m. September 9 and September 23, 2024, meetings in the Commission Chamber of City Hall, 800 Seminole Road, Atlantic Beach, Florida 32233, as the dates, time and place for the first and second Public Hearings, respectively, to consider the proposed Fiscal Year 2024-25 millage rate and budget.

Section 4. The City Manager of the City of Atlantic Beach, Florida, is hereby authorized to execute and submit DR-420 Certification of Taxable Value, and DR-420MM-P Maximum Millage Levy Calculation Preliminary Disclosure to the Duval County Property Appraiser's Office.

Section 5. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This Resolution shall become effective upon passage and adoption.

PASSED AND ADOPTED by the City Commission of the City of Atlantic Beach, this 22nd day of July, 2024.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

FLORIDA Department of Revenue

Reset Form | Print Form

CERTIFICATION OF TAXABLE VALUE

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year: 2024	County: Duval
Principal Authority: Town of Atlantic Beach	Taxing Authority: Town of Atlantic Beach - Operating

SECTION I: COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	$ 2,859,098,298			(1)
2.	Current year taxable value of personal property for operating purposes	$ 44,568,699			(2)
3.	Current year taxable value of centrally assessed property for operating purposes	$ 0			(3)
4.	Current year gross taxable value for operating purposes *(Line 1 plus Line 2 plus Line 3)*	$ 2,903,666,997			(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	$ 27,142,174			(5)
6.	Current year adjusted taxable value *(Line 4 minus Line 5)*	$ 2,876,524,823			(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	$ 2,644,807,906			(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☐ YES	☑ NO	Number 0	(8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, *Certification of Voted Debt Millage* forms attached. If none, enter 0	☐ YES	☑ NO	Number 0	(9)

SIGN HERE	**Property Appraiser Certification**	I certify the taxable values above are correct to the best of my knowledge.
	Signature of Property Appraiser: Electronically Certified by Property Appraiser	Date: 6/28/2024 1:27:16 PM

SECTION II: COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

10.	Prior year operating millage levy *(If prior year millage was adjusted then use adjusted millage from Form DR-422)*	2.8410	per $1,000	(10)
11.	Prior year ad valorem proceeds *(Line 7 multiplied by Line 10, divided by 1,000)*	$ 7,513,899		(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value *(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)*	$ 0		(12)
13.	Adjusted prior year ad valorem proceeds *(Line 11 minus Line 12)*	$ 7,513,899		(13)
14.	Dedicated increment value, if any *(Sum of either Line 6b or Line 7e for all DR-420TIF forms)*	$ 0		(14)
15.	Adjusted current year taxable value *(Line 6 minus Line 14)*	$ 2,876,524,823		(15)
16.	Current year rolled-back rate *(Line 13 divided by Line 15, multiplied by 1,000)*	2.6121	per $1000	(16)
17.	Current year proposed operating millage rate		per $1000	(17)
18.	Total taxes to be levied at proposed millage rate *(Line 17 multiplied by Line 4, divided by 1,000)*	$		(18)

Continued on page 2

19.	TYPE of principal authority (check one)	☐ County	☐ Independent Special District	(19)
		☑ Municipality	☐ Water Management District	
20.	Applicable taxing authority (check one)	☑ Principal Authority	☐ Dependent Special District	(20)
		☐ MSTU	☐ Water Management District Basin	
21.	Is millage levied in more than one county? (check one)	☐ Yes	☑ No	(21)

DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP **STOP HERE - SIGN AND SUBMIT**

22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. *(The sum of Line 13 from all DR-420 forms)*	$	7,513,899	(22)
23.	Current year aggregate rolled-back rate *(Line 22 divided by Line 15, multiplied by 1,000)*	2.6121	per $1,000	(23)
24.	Current year aggregate rolled-back taxes *(Line 4 multiplied by Line 23, divided by 1,000)*	$	7,584,669	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. *(The sum of Line 18 from all DR-420 forms)*	$	0	(25)
26.	Current year proposed aggregate millage rate *(Line 25 divided by Line 4, multiplied by 1,000)*	0.0000	per $1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate *(Line 26 divided by Line 23, **minus 1**, multiplied by 100)*		-100.0000 %	(27)

First public budget hearing	Date : 9/9/2024	Time : 18:30:00 EST	Place : 800 Seminole Road Altantic Beach 32233

SIGN HERE

Taxing Authority Certification	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
Signature of Chief Administrative Officer :		Date :
Title :	Contact Name and Contact Title :	
Mailing Address :	Physical Address :	
City, State, Zip :	Phone Number :	Fax Number :

Instructions on page 3

CERTIFICATION OF TAXABLE VALUE
INSTRUCTIONS

"Principal Authority" is a county, municipality, or independent special district (including water management districts).

"Taxing Authority" is the entity levying the millage. This includes the principal authority, any special district dependent to the principal authority, any county municipal service taxing unit (MSTU), and water management district basins.

Each taxing authority must submit to their property appraiser a DR-420 and the following forms, as applicable:

- DR-420TIF, Tax Increment Adjustment Worksheet
- DR-420DEBT, Certification of Voted Debt Millage
- DR-420MM-P, Maximum Millage Levy Calculation - Preliminary Disclosure

Section I: Property Appraiser

Use this DR-420 form for all taxing authorities except school districts. Complete Section I, Lines 1 through 9, for each county, municipality, independent special district, dependent special district, MSTU, and multicounty taxing authority. Enter only taxable values that apply to the taxing authority indicated. Use a separate form for the principal authority and each dependent district, MSTU and water management district basin.

Line 8

Complete a DR-420TIF for each taxing authority making payments to a redevelopment trust fund under Section 163.387 (2)(a), Florida Statutes or by an ordinance, resolution or agreement to fund a project or to finance essential infrastructure.

Check "Yes" if the taxing authority makes payments to a redevelopment trust fund. Enter the number of DR-420TIF forms attached for the taxing authority on Line 8. Enter 0 if none.

Line 9

Complete a DR-420DEBT for each taxing authority levying either a voted debt service millage (s.12, Article VII, State Constitution) or a levy voted for two years or less (s. 9(b), Article VII, State Constitution).

Check "Yes" if the taxing authority levies either a voted debt service millage or a levy voted for 2 years or less (s. 9(b), Article VII, State Constitution). These levies do not include levies approved by a voter referendum not required by the State Constitution. Complete and attach DR-420DEBT. Do not complete a separate DR-420 for these levies.

Send a copy to each taxing authority and keep a copy. When the taxing authority returns the DR-420 and the accompanying forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

Section II: Taxing Authority

Complete Section II. Keep one copy, return the original and one copy to your property appraiser with the applicable DR-420TIF, DR-420DEBT, and DR-420MM-P within 35 days of certification. Send one copy to the tax collector. "Dependent special district" (ss. 200.001(8)(d) and 189.403(2), F.S.) means a special district that meets at least one of the following criteria:

- The membership of its governing body is identical to that of the governing body of a single county or a single municipality.
- All members of its governing body are appointed by the governing body of a single county or a single municipality.
- During their unexpired terms, members of the special district's governing body are subject to removal at will by the governing body of a single county or a single municipality.
- The district has a budget that requires approval through an affirmative vote or can be vetoed by the governing body of a single county or a single municipality.

"Independent special district" (ss. 200.001(8)(e) and 189.403 (3), F.S.) means a special district that is not a dependent special district as defined above. A district that includes more than one county is an independent special district unless the district lies wholly within the boundaries of a single municipality.

"Non-voted millage" is any millage not defined as a "voted millage" in s. 200.001(8)(f), F.S.

Lines 12 and 14

Adjust the calculation of the rolled-back rate for tax increment values and payment amounts. See the instructions for DR-420TIF. On Lines 12 and 14, carry forward values from the DR-420TIF forms.

Line 24

Include only those levies derived from millage rates.

All TRIM forms for taxing authorities are available on our website at
http://dor.myflorida.com/dor/property/trim

FLORIDA

Reset Form | Print Form

MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE
For municipal governments, counties, and special districts

DR-420MM-P
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year: 2024	County: Duval
Principal Authority: Town of Atlantic Beach	Taxing Authority: Town of Atlantic Beach - Operating

1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	☐ Yes	☑ No	(1)

IF YES, STOP *STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.*

2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	2.6121	per $1,000	(2)
3.	Prior year maximum millage rate with a majority vote from *2023* Form DR-420MM, Line 13	2.9217	per $1,000	(3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	2.8410	per $1,000	(4)

If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.

Adjust rolled-back rate based on prior year majority-vote maximum millage rate

5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	$ 2,644,807,906		(5)
6.	Prior year maximum ad valorem proceeds with majority vote *(Line 3 multiplied by Line 5 divided by 1,000)*	$ 7,727,335		(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	$ 0		(7)
8.	Adjusted prior year ad valorem proceeds with majority vote *(Line 6 minus Line 7)*	$ 7,727,335		(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	$ 2,876,524,823		(9)
10.	Adjusted current year rolled-back rate *(Line 8 divided by Line 9, multiplied by 1,000)*	2.6863	per $1,000	(10)

Calculate maximum millage levy

11.	Rolled-back rate to be used for maximum millage levy calculation *(Enter Line 10 if adjusted or else enter Line 2)*	2.6863	per $1,000	(11)
12.	Adjustment for change in per capita Florida personal income *(See Line 12 Instructions)*		**1.0569**	(12)
13.	Majority vote maximum millage rate allowed *(Line 11 multiplied by Line 12)*	2.8392	per $1,000	(13)
14.	Two-thirds vote maximum millage rate allowed *(Multiply Line 13 by 1.10)*	3.1231	per $1,000	(14)
15.	Current year proposed millage rate		per $1,000	(15)
16.	**Minimum vote required to levy proposed millage:** (Check one)			(16)

☐ a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. ***Enter Line 13 on Line 17.***

☐ b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. ***Enter Line 15 on Line 17.***

☐ c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. ***Enter Line 15 on Line 17.***

☐ d. Referendum: The maximum millage rate is equal to the proposed rate. ***Enter Line 15 on Line 17.***

17.	The selection on Line 16 allows a maximum millage rate of *(Enter rate indicated by choice on Line 16)*		per $1,000	(17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	$ 2,903,666,997		(18)

Continued on page 2

Taxing Authority :			DR-420MM-P R. 5/12 Page 2
19.	Current year proposed taxes *(Line 15 multiplied by Line 18, divided by 1,000)*	$	(19)
20.	Total taxes levied at the maximum millage rate *(Line 17 multiplied by Line 18, divided by 1,000)*	$	(20)
	DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP ***STOP HERE. SIGN AND SUBMIT.***		
21.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. *(The sum of all Lines 19 from each district's Form DR-420MM-P)*	$ 0	(21)
22.	Total current year proposed taxes *(Line 19 plus Line 21)*	$ 0	(22)
	Total Maximum Taxes		
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage *(The sum of all Lines 20 from each district's Form DR-420MM-P)*	$ 0	(23)
24.	Total taxes at maximum millage rate *(Line 20 plus Line 23)*	$ 0	(24)
	Total Maximum Versus Total Taxes Levied		
25.	Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	☑ YES ☐ NO	(25)

SIGN HERE	**Taxing Authority Certification**	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
	Signature of Chief Administrative Officer :		Date :
	Title :	Contact Name and Contact Title :	
	Mailing Address :	Physical Address :	
	City, State, Zip :	Phone Number :	Fax Number :

Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.

Instructions on page 3

MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE
INSTRUCTIONS

General Instructions

Each of the following taxing authorities must complete a DR-420MM-P.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form calculates the maximum tax levy for 2024 allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

DR-420MM-P shows the preliminary maximum millages and taxes levied based on your proposed adoption vote. Each taxing authority must complete, sign, and submit this form to their property appraiser with their completed DR-420, Certification of Taxable Value.

The vote at the final hearing and the resulting maximum may change. After the final hearing, each taxing authority will file a final Form DR-420MM, Maximum Millage Levy Calculation Final Disclosure, with Form DR-487, Certification of Compliance, with the Department of Revenue.

Specific tax year references in this form are updated each year by the Department.

Line Instructions

Lines 5-10

Only taxing authorities that levied a 2024 millage rate less than their maximum majority vote rate must complete these lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for 2024 had been adopted. If these lines are completed, enter the adjusted rate on Line 11.

Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Research to report each year.

Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

Line 16

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

Line 17

Enter the millage rate indicated by the box checked in Line 16. If the proposed millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the proposed millage rate. For a millage requiring more than a majority vote, the proposed millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.

All TRIM forms for taxing authorities are available on our website at
http://floridarevenue.com/property/Pages/Forms.aspx

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 24-41 authorizing the acceptance of a non-exclusive grant of access and parking easement on property owned by American Legion Post 316 adjacent to Beaches Veterans Memorial Park.

SUBMITTED BY: Kevin Hogencamp, Deputy City Manager KH

TODAY'S DATE: July 17, 2024

MEETING DATE: July 22, 2024

BACKGROUND: The City and American Legion have determined that for the enjoyment of Beaches Veterans Memorial Park, it is in the public's best interest that American Legion permit public ingress and egress to and over, and parking within, the American Legion property.

BUDGET: NA

RECOMMENDATION: Approve Resolution 24-41

ATTACHMENT: Resolution No. 24-41 with Exhibit A (Easement Agreement)

REVIEWED BY CITY MANAGER: WOK

RESOLUTION NO. 24-41

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA AUTHORIZING THE ACCEPTANCE OF A NON-EXCLUSIVE GRANT OF ACCESS AND PARKING EASEMENT ON REAL PROPERTY OWNED BY AMERICAN LEGION POST 316 AT 1127 ATLANTIC BOULEVARD, ATLANTIC BEACH (REAL ESTATE PARCEL NO. 170711-0011), ADJACENT TO BEACHES VETERANS MEMORIAL PARK, 1 WEST FIRST STREET, ATLANTIC BEACH, SUBJECT TO THE TERMS THEREIN; AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE EASEMENT AGREEMENT.

WHEREAS, the City of Atlantic Beach ("City") is the owner of real property located at 1 West First Street, Atlantic Beach, Florida 32233 (Real Estate Parcel No. 170716-0100) (Beaches Veterans Memorial Park property); and

WHEREAS, American Legion Post 316 ("American Legion") is the owner of real property located at 1127 Atlantic Boulevard, Atlantic Beach, Florida 32233 (Real Estate Parcel No. 170711-0011), adjacent to the Beaches Veterans Memorial Park property; and

WHEREAS, the City and American Legion have determined that for the enjoyment of Beaches Veterans Memorial Park, it is in the public's best interest that American Legion permit public ingress and egress to and over, and parking within, the American Legion property pursuant to the terms and conditions set forth herein in the Easement Agreement.

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

SECTION 1. The City Commission hereby authorizes the acceptance of a Non-Exclusive Grant of Access and Parking Easement ("Easement Agreement") as set forth in Exhibit A, attached hereto and made a part hereof.

SECTION 2. The City Manager is hereby authorized to execute the attached Easement Agreement and such other documents as may be necessary to effectuate the purpose of this Resolution.

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

PASSED AND ADOPTED by the City of Atlantic Beach, this 22nd day of July 2024.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason R. Gabriel, City Attorney

EXHIBIT A

Prepared by and return to:

_____
_____
_____
_____

Project: **BVMP Access**
RE Parcel #: 170716-0100

NON-EXCLUSIVE GRANT OF ACCESS AND PARKING EASEMENT

THIS NON-EXCLUSIVE GRANT OF ACCESS AND PARKING EASEMENT, made this 8TH day of JULY, 2024, by and between American Legion Post 316, a 501 C (19) organization, whose address is 1127 Atlantic Boulevard, Atlantic Beach, FL 32233 (the "Grantor"), and **the City of Atlantic Beach (COAB)**, a body politic and corporate, whose address is 800 Seminole Road, Atlantic Beach, Florida, 32233 (the "Grantee").

WITNESSETH: that Grantor, for and in consideration of the sum of Ten and 00/100 dollars ($10.00) and other good and valuable consideration to them in hand paid by Grantee, the receipt of which is hereby acknowledged, has granted, bargained, sold, and conveyed to the Grantee, its successors and assigns forever, an unobstructed right of way and easement with the right, privilege, and authority to said Grantee, its successors and assigns, to access the **BEACHES VETERANS MEMORIAL PARK**, at 1 West 1st St., Atlantic Beach, either or all, on, along over, through or across, the following described land situate in Duval County, Florida, to wit (the "Easement Property"):

Plat 18-34 38-2S-29E 2.90 Acres
Atlantic Beach Section H
Blocks 14, 15, 16, 17, 18 (Ex Pt R/W Recd)
O/R 9594-481

TOGETHER with the right of said Grantee, its successors and assigns, of ingress and egress to and over said Easement Property, together also with the right and easements, privileges and appurtenances, and for parking (vehicular or otherwise), in and to said land which may be required for the enjoyment of the rights herein granted.

GRANTOR represents and warrants that it is the true owner of record of the Easement Property and that it has full power and authority to grant to Grantee the rights granted hereunder.

IN WITNESS WHEREOF, Grantor has caused these presents to be executed in its name the day and year first above written.

Signed and Sealed in Our Presence as Witnesses:

GRANTOR:

Sign James L Bright
Print: James L Bright
Title: Commander

Sign Joseph S. Bruce
Print Joseph S. Bruce

Sign
Print Greg White

STATE OF Florida
COUNTY OF Duval

The foregoing instrument was acknowledged before me this 8TH day of ~~June~~ July, 2024 by (name) JAMES L. BRIGHT, the Commander of American Legion Post 316, a 501 c (19) organization, on behalf of the organization. He/She is (check one) X personally known to me or __ has produced _____ as identification.

CLARENCE E. HILL
MY COMMISSION # HH 472346
EXPIRES: February 23, 2028

Clarence E. Hill
Print CLARENCE E. HILL
Notary Public, State and County aforesaid
Commission No.: HH 472346
My commission expires: 2/23/2028

(seal)

COAB REPRESENATIVE

Sign: _____

Print: _____

Title: _____

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: **Ordinance No. 31-24-18 (COMP24-0001) and Ordinance No. 90-24-252 (REZN24-0001).** Request is for a Future Land Use Map (FLUM) amendment to change the future land use map designation of 0 Edgar Street (RE# 172268-0100) & 1810 Park Street (RE# 172268-0000) FROM Residential Low Density (RL) TO Light Industrial (LI). Also, a request for a rezoning of 1810 Park Street (RE# 172268-0000) FROM Residential, General, Two-Family (RG) TO Light Industrial & Warehousing (LIW).

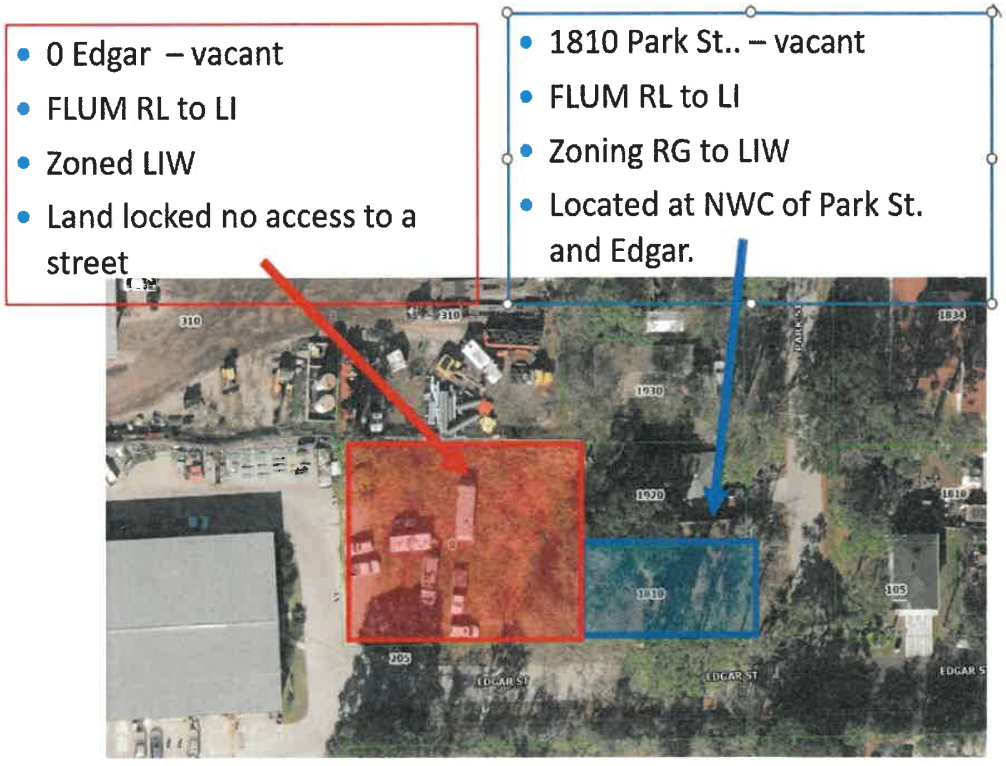
SUBMITTED BY: Amanda Askew, Director of Planning and Community Development

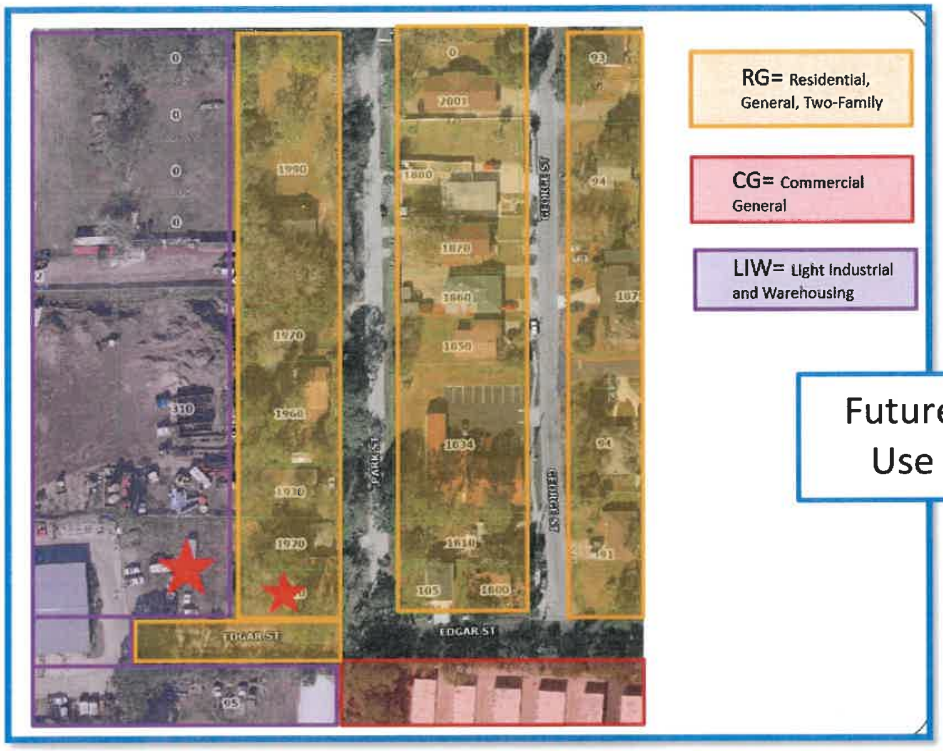
TODAY'S DATE: July 10, 2024

MEETING DATE: July 22, 2024

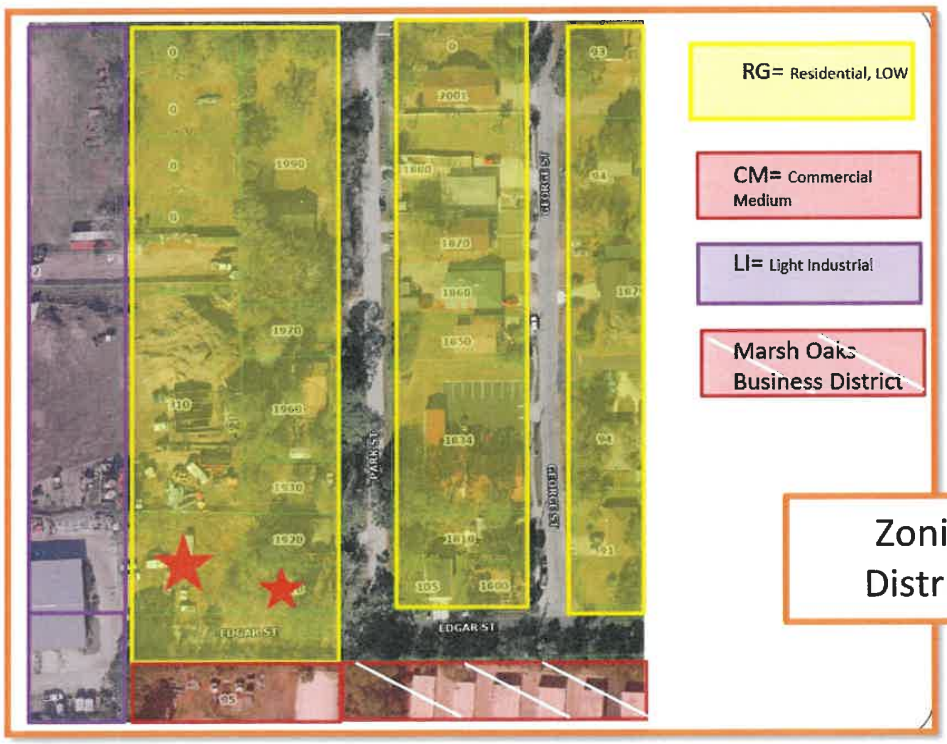
BACKGROUND:

This request involves two adjacent parcels; 1810 Park Street and 0 Edgar Street. The applicant is requesting to rezone 1810 Park Street from **Residential, General, Two-family (RG) to Light Industrial and Warehousing (LIW)** and to amend the future land use map (FLUM) for both 0 Edgar Street and 1810 Park Street from **residential Low Density (RL) to Light Industrial (LI)**.





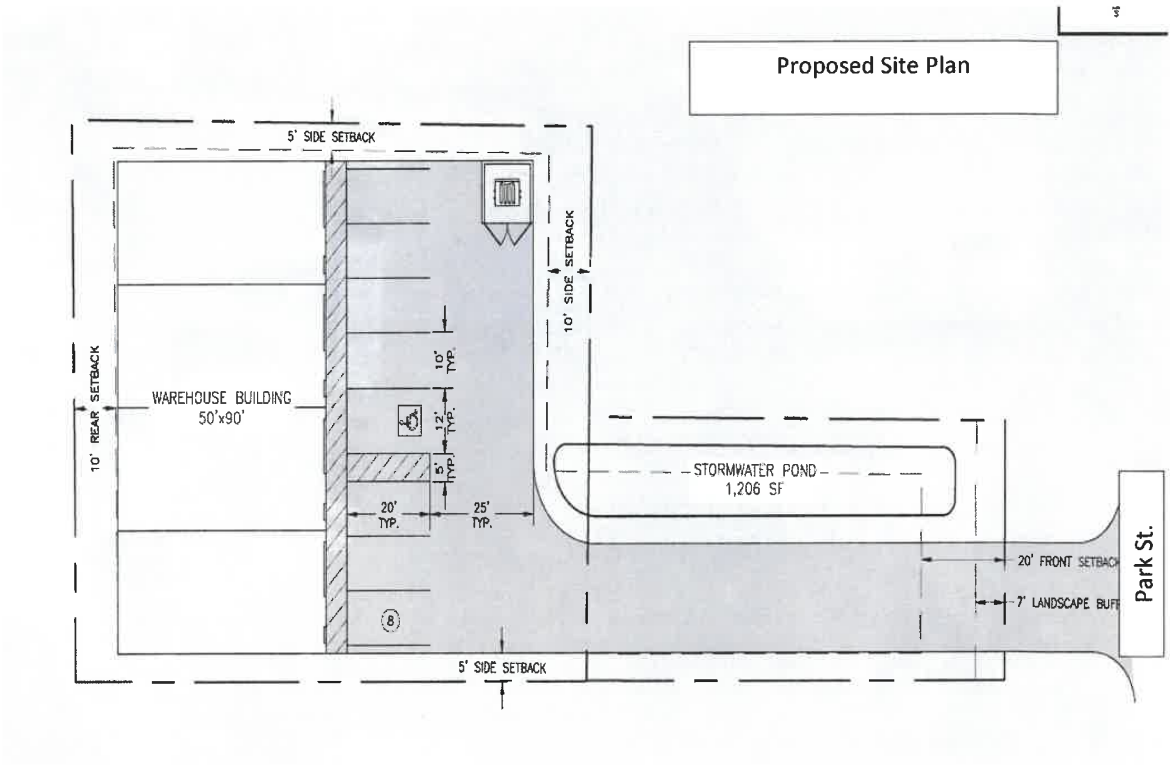
Future Land Use Map



Zoning Districts

CONSIDERATIONS

0 Edgar zoned Light Industrial is surrounded by similar uses to the north, south and west. The east side of the property is zoned residential is developed with residential homes. The FLUM is not consistent with the zoning designation. The owner is proposing to construct a 5,000 square foot warehouse building with 8 parking spaces at 0 Edgar Street and a driveway to the warehouse that would be located on 1810 Park Street.



0 Edgar Street is currently zoned Light Industrial & Warehousing therefore, a rezoning request is not needed for this property.

1810 Park Street is zoned as residential and has residential designation on the FLUM. This property has residential uses to the north and east. The property to the west is 0 Edgar, which is vacant but zoned LIW and the property to the south is zoned Commercial and has a commercial type of use.

Traffic: If approved, the development would be accessed via Park Street. This would add industrial traffic onto Park Street.

Per Section 24-62(C)(2) of the Land Development Code, there should be justification to "indicate the relationship of the proposed rezoning to the Comprehensive Plan for the City and provide a finding that the requested change in zoning is consistent with the Comprehensive Plan". Relevant and applicable language from the City's Comprehensive Plan is listed below.

Policy A.1.5.6 Commercial and light industrial development shall be located and designed so as to minimize adverse effects on residential areas, traffic facilities and aesthetic character of the City.

Policy A.1.11.1 (f) Light Industrial – The Light Industrial category shall be limited to light manufacturing and production, storage, warehousing and distribution uses as further controlled by the Land Development Regulations. Light industrial uses may have outdoor storage and business related activity, but such uses shall not include processes that create negative effects to surrounding properties due to noise, heat, fumes, debris, chemicals or hazardous materials.

Further, in considering a FLUM amendment application, Policy A.1.3.1 of the Comprehensive Plan states that the City shall find that each of the following conditions are demonstrated by the applicant seeking said amendment.

a) There are adequate public facilities available to the proposed development.

b) The proposed commercial or industrial development shall not have adverse impacts to surrounding neighborhoods, other properties, the natural environment, the aesthetic qualities of the City and shall not impair or degrade scenic natural views.

c) There is a demonstrated deficiency of commercial or industrial lands within the City to serve the needs of residents of the City for such uses.

Additionally, Policy A.1.13.4 states that applications to amend the Comprehensive Plan shall be reviewed and evaluated based upon the following factors:

(a) Consistency with the Goals, Objectives and Policies of this Plan;

(b) Consistency with the State Comprehensive Plan and the Northeast Florida Strategic Regional Policy Plan;

(c) Consistency with other adopted policies and plans of the City, the County, the State or other agencies having regulatory authority over the City;

(d) The potential for adverse impacts to Environmentally Sensitive Areas, the natural environment or the aesthetic quality of the City,

(e) The potential to cause deficiencies in adopted levels of service or to adversely impact available water supplies, public facilities, infrastructure and services.

ANALYSIS

Applications to amend the Future Land Use Map should be reviewed for consistency with the Comprehensive Plan. The Comprehensive Plan discourages amendments to increase density within environmentally sensitive areas, coastal high hazard areas (CHHA), or areas vulnerable to flooding. This property does not contain environmentally sensitive areas, is not within the CHHA, and is not vulnerable to flooding.

The Community Development Board (CDB) heard this agenda item at the June 12th regular meeting and voted 6-0 **not** to recommend approval of the rezoning and comprehensive plan based on Policy A.1.13.A of the Comprehensive Plan. The CDB expressed concerns that the industrial uses would be close to residential properties and have adverse impacts to the surrounding neighborhood.

BUDGET: None

RECOMMENDATION: Commission review and vote on Ordinance No. 31-24-18 (COMP24-0001) and Ordinance No. 90-24-252 (REZN24-0001)

ATTACHMENT(S): Ordinance No. 31-24-18
Ordinance No. 90-24-252
Application from applicant

REVIEWED BY CITY MANAGER: 

ORDINANCE NO. 31-24-18

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 LOW (RL) TO LIGHT INDUSTRIAL (LI); PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Atlantic Beach, Florida hereby finds that the change in Future Land Use Map designation enacted by this Ordinance shall provide for orderly growth; encourage the appropriate use of land; protect and conserve the value of property; prevent the overcrowding of land; promote, protect and improve the health, safety, comfort, good order, appearance, convenience, and general welfare of the public; and implement the goals and objectives of the Comprehensive Plan; and

WHEREAS, the lands subject to this change in Future Land Use Map designation were developed in the 1940s through the 1970s and included commercial uses prior to the City's adoption of the first Comprehensive Plan and associated Future Land Use Map; and

WHEREAS, the Community Development Board held a duly noticed public hearing on June 18 2024, to consider this Ordinance, did not find to be consistent with the City's Comprehensive Plan and voted to recommend that the City Commission approve this Ordinance; and

WHEREAS, the City Commission considered this Ordinance after proper public notice and comments from staff and the public.

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

SECTION 1. Findings of Fact. The above recitals are hereby incorporated as Findings of Fact in support of this Ordinance, and the City Commission finds as follows:

a. This change in future land use map designation has been fully considered after public hearings with legal notice duly published as required by law and has met the procedural requirements as set forth in Sections 24-51, 24-62 and the Land Development Regulations.
b. The proposed Future Land Use Map amendment to Light Industrial (LI) is consistent the goals, policies and objectives of the City's adopted Comprehensive Plan.
c. All development within lands subject to this change in future land use map designation to Light Industrial (LI) and any future development shall be consistent with the zoning, subdivision, Land Development Regulations and other applicable provisions of the Atlantic Beach Code of Ordinances prior to issuance of local permits authorizing construction or site alteration.
d. The future land use map designation of Light Industrial (LI) is consistent and compatible

with the surrounding development and future land use map designation in that the adjoining properties to the west are already designated Light Industrial (LI) and allow industrial uses.

SECTION 2. Affected Properties. Pursuant to this change in Future Land Use Map designation procedure, the Future Land Use Map designation of those certain lands within the City of Atlantic Beach, as more particularly described in Exhibit A, attached hereto and made a part hereof, are hereby reclassified from Residential Low (RL) to Light Industrial (LI).

SECTION 3. Future Land Use Map Revised. The Director of Planning and Community Development is hereby directed to revise the official Future Land Use Map of the City of Atlantic Beach to reflect the change in Future Land Use designation for those properties described in Exhibit A from Residential Low (RL) to Light Industrial (LI) and to submit documentation to the Florida Department of Economic Opportunity as required by Section 163.3187, Florida Statutes.

SECTION 4. Conflict. All ordinances, resolutions, official determinations or parts thereof previously adopted or entered by the City or any of its officials and in conflict with this Ordinance are repealed to the extent inconsistent herewith.

SECTION 5. Severability. If a Court of competent jurisdiction at any time finds any provision of this Ordinance to be unlawful, illegal, or unenforceable, the offending provision shall be deemed severable and removed from the remaining provisions of this Ordinance which shall remain in full force and intact.

SECTION 6. Effective Date. This ordinance shall take effect upon final reading and approval.

PASSED by the City Commission on first res ____ day of ____,2024

PASSED by the City Commission on second and final reading this ___ day of ____ , 2024.

CITY OF ATLANTIC BEACH

Attest

_____
Curtis Ford, Mayor

_____
Donna L. Bartle, City Clerk Approved

as to form and correctness:

_____
Jason Gabriel, City Attorney

Exhibit A

The lands subject to this Ordinance No. 31-24-18 changing their Future Land Use designation form Residential Low (RL) to Light Industrial (LI) shall be those described below. All Book and Page information can be found in the current public records of Duval County, Florida.

Address	RE Number
0 Edgar	172268 0100
1810 Park St.	172268 0000

THE WESTERLY 125.00 FEET OF LOTS 2, AND 3, BLOCK 2, DONNERS REPLAT No. 2, AS RECORDED IN PLAT BOOK 25, PAGE 68 OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.

And

Easterly 100 feet of lot 2 Block 2 of the Donners Replat No. 2 as recorded in Plat Book 25, Page 68 of the Current Public Records of Duval County, Florida.

ORDINANCE NO. 90-24-252

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 LIGHT INDUSTRIAL & WAREHOUSEING (LIW); PROVIDING FINDINGS OF FACT; REQUIRING RECORDATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Atlantic Beach, Florida hereby finds that the change in zoning classification enacted by this Ordinance shall provide for orderly growth; encourage the appropriate use of land; protect and conserve the value of property; prevent the overcrowding of land; promote, protect and improve the health, safety, comfort, good order, appearance, convenience, and general welfare of the public; and implement the goals and objectives of the Comprehensive Plan; and

WHEREAS, the lands subject to this change in zoning classification were largely developed in 1975 prior to significant changes to the Land Development Regulations and the Official Zoning Map; and

WHEREAS, the Community Development Board held a duly noticed public hearing on June 18 2024, to consider this Ordinance, did not find it to be consistent with the City's Comprehensive Plan and voted to recommend that the City Commission approve this Ordinance; and

WHEREAS, the City Commission considered this Ordinance after proper public notice and comments from staff and the public.

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

SECTION 1. Findings of Fact. The above recitals are hereby incorporated as Findings of Fact in support of this Ordinance, and the City Commission finds as follows:

a. This change in zoning district classification has been fully considered after public hearings with legal notice duly published as required by law and has met the procedural requirements as set forth in Sections 24-51, 24-62 and the Land Development Regulations.
b. The proposed rezoning to Light Industrial Warehousing (LIW) is consistent with the Future Land Use Map Light Industrial (LI) designation and the goals, policies and objectives of the City's adopted Comprehensive Plan.
c. All development within lands subject to this rezoning to Light Industrial Warehousing (LIW) and any future development shall be consistent with the zoning, subdivision, Land Development Regulations and other applicable provisions of the Atlantic Beach Code of Ordinances prior to issuance of local permits authorizing construction or site alteration.

d. The zoning district classification of Light Industrial Warehousing (LIW) is consistent and compatible with the surrounding development and zoning districts in that the adjoining properties to the south are designated Commercial (CG) and the properties to the north and east are Residential, General, Two Family (RG), properties to the west are Light Industrial Warehousing (LIW)

SECTION 2. Affected Properties. Pursuant to this change in zoning district designation procedure, the zoning district classification of those certain lands within the City of Atlantic Beach, as more particularly described in Exhibit A, attached hereto and made a part hereof, are hereby reclassified as Light Industrial Warehousing (LIW) from Residential, General, Two-Family (RG). This reclassification does not grant authority for any specific uses on said lands. Any proposed use on said lands shall be reviewed and approved in accordance with the provisions of Chapter 24, Land Development Regulations.

SECTION 3. Zoning Map Revised. The Director of Planning and Community Development is hereby directed to revise the official Zoning Map of the City of Atlantic Beach to reflect the change in zoning classification for those properties described in Exhibit A from Residential, General, Two-Family (RG), to Light Industrial Warehousing (LIW).

SECTION 4. Conflict. All ordinances, resolutions, official determinations or parts thereof previously adopted or entered by the City or anyof its officials and in conflict with this Ordinance are repealed to the extent inconsistent herewith.

SECTION 5. Severability. If a Court of competent jurisdiction at any time finds any provision of this Ordinance to be unlawful, illegal, or unenforceable, the offending provision shall be deemed severable and removed from the remaining provisions of this Ordinance which shall remain in full force and intact.

SECTION 6. Effective Date. This ordinance shall take effect upon final reading and approval.

PASSED by the City Commission on first reading this_____day of_____, 2024.

PASSED by the City Commission on second and final reading this_____day of _____, 2024.

CITY OF ATLANTIC BEACH

_____
Curtis Ford, Mayor

Attest:

_____

Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____

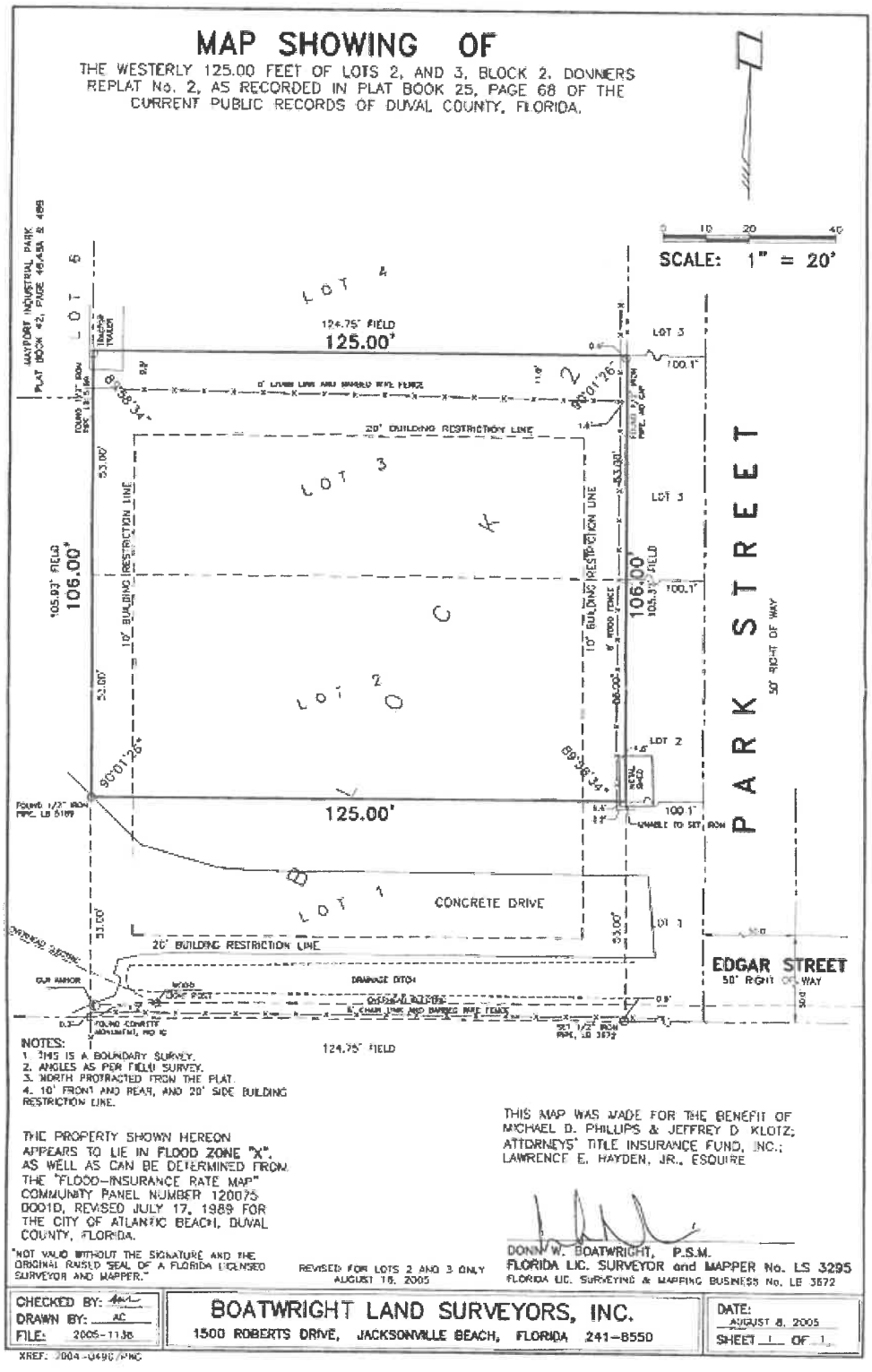
Jason Garbiel, City Attorney

Exhibit A

The lands subject to this Ordinance No. 90-24-252 changing their zoning district designation from Residential, General, Two-Family (RG) to Light Industrial Warehousing (LIW) shall be those described on the attached survey.

Address	RE Number
1810 Park Street	172268 0000

Easterly 100 feet of lot 2 Block 2 of the Donners Replat No. 2 as recorded in Plat Book 25, Page 68 of the Current Public Records of Duval County, Florida.


MAP SHOWING OF
THE WESTERLY 125.00 FEET OF LOTS 2, AND 3, BLOCK 2, DONNERS REPLAT No. 2, AS RECORDED IN PLAT BOOK 25, PAGE 68 OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.
SCALE: 1" = 20'
PARK STREET
50' R/W-FT OF WAY
EDGAR STREET
50' RIGHT OF WAY
LOT 1
LOT 2
LOT 3
CONCRETE DRIVE
DRAINAGE DITCH
20' BUILDING RESTRICTION LINE
10' BUILDING RESTRICTION LINE
125.00'
106.00'
124.75' FIELD
105.93' FIELD
NOTES:
1. THIS IS A BOUNDARY SURVEY.
2. ANGLES AS PER FIELD SURVEY.
3. NORTH PROTRACTED FROM THE PLAT.
4. 10' FRONT AND REAR, AND 20' SIDE BUILDING RESTRICTION LINE.
THE PROPERTY SHOWN HEREON APPEARS TO LIE IN FLOOD ZONE "X", AS WELL AS CAN BE DETERMINED FROM THE "FLOOD-INSURANCE RATE MAP" COMMUNITY PANEL NUMBER 120075 0001D, REVISED JULY 17, 1989 FOR THE CITY OF ATLANTIC BEACH, DUVAL COUNTY, FLORIDA.
"NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER."
REVISED FOR LOTS 2 AND 3 ONLY AUGUST 18, 2005
THIS MAP WAS MADE FOR THE BENEFIT OF MICHAEL D. PHILLIPS & JEFFREY D KLOTZ; ATTORNEYS' TITLE INSURANCE FUND, INC.; LAWRENCE E. HAYDEN, JR., ESQUIRE
DONN W. BOATWRIGHT, P.S.M.
FLORIDA LIC. SURVEYOR and MAPPER No. LS 3295
FLORIDA LIC. SURVEYING & MAPPING BUSINESS No. LB 3572
CHECKED BY:
DRAWN BY: AC
FILE: 2005-1138
BOATWRIGHT LAND SURVEYORS, INC.
1500 ROBERTS DRIVE, JACKSONVILLE BEACH, FLORIDA 241-8550
DATE: AUGUST 8, 2005
SHEET 1 OF 1

Application

Cover Page

The proposed project is a 4,500sqft warehouse building with 8 parking spaces located at 0 Edgar Street, Atlantic Beach, FL 32233 (PID: 172268 0100) coupled with a driveway to the warehouse to be located at 1810 Park St, Atlantic Beach, FL 32233 (PID: 172268 0000).

Table of Contents

1. Statement
2. Application
3. List of Adjacent Property Owners
4. Proof Of Ownership
5. Survey and Legal Description
6. Location Map
7. Site Plan

Statement

This amendment is necessary as the parcel's current FLUM designation is Residential Low Density (RL) but the site location is in an industrial area that is unsuitable for residential development and the current zoning for the site is Light industrial. Additionally, the highest and best use for the site is a light industrial warehouse and therefore in order to proceed with the project the designated FLUM must be Light Industrial (L/I).

FUTURE LAND USE MAP (FLUM) AMENDMENT

City of Atlantic Beach
Community Development Department
800 Seminole Road Atlantic Beach, FL 32233
(P) 904-247-5800

FOR INTERNAL OFFICE USE ONLY
FILE # _____

SMALL SCALE DEVELOPMENT

SITE INFORMATION

ADDRESS 0 Edgar Street CITY Atlantic Beach STATE FL ZIP CODE 32233

SUBDIVISION _____ BLOCK # _____ LOT # _____

RE# 172268-0100 PARCEL SIZE 13,242 sqft TOTAL ACREAGE .29

CURRENT FLUM DESIGNATION Residential Low Densisty (RL) ZONING CODE RG

PROPOSED FLUM DESIGNATION Light Industrial (L/I) FLOOD ZONE N/A

APPLICANT INFORMATION

NAME Andrew Hagaman PHONE # 904-247-5334 ext 310

ADDRESS 645 Mayport Road CELL # 904-669-4162

CITY Atltantic Beach STATE FL ZIP CODE 32233

EMAIL ahagaman@theklotzcompanies.com ☒ OWNER ☐ LEGAL AUTHORIZED AGENT

REQUEST FOR FUTURE LAND USE MAP (FLUM) AMENDMENT: Applicants are advised that approval of an amendment to the Future Land Use Map does not constitute approval for issuance of any permit or Development Order. Use and development lands related to this land use map amendment, if approved, and any zoning change shall be subject to compliance with all applicable local Land Development Regulations, any State and Federal permitting requirements as well as Florida Building Code requirements for Category "C" construction.

PROVIDE ALL OF THE FOLLOWING INFORMATION

DESCRIPTION OF PROPOSED USE AND PROPOSED DEVELOPMENT ACTIVITY *(ALSO INCLUDE ANTICIPATED DEVELOPMENT AND ANY PHASING SCHEDULE).*

0 Edgar is proposed to a 5,000 sqft light industrial warehouse

NUMBER OF WETLAND ACRES 0

IDENTIFY ANY OTHER ENVIRONMENTALLY SENSITIVE LANDS, ANY LISTED OR ENDANGERED SPECIES OR HABITATS.

N/A

IDENTIFY ALL PUBLIC AND PRIVATE SERVICE PROVIDERS OF WATER, SEWER, ELECTRIC, SOLID WASTE, ETC. PROVIDE ESTIMATES OF WATER, SEWER AND SOLID WASTE DEMAND.

COAB Water and Sewer. JEA for Electric.

estimated to be less an 50 gallons per day and normal solid demand for a 500 sqft warehouse

IDENTIFY ANY OTHER ENVIRONMENTALLY SENSITIVE LANDS, ANY LISTED OR ENDANGERED SPECIES OR HABITATS.

N/A

ESTIMATED IMPACT TO ADOPTED LEVEL OF SERVICE STANDARDS AS ESTABLISHED BY THE CAPITAL IMPROVEMENTS ELEMENT OF THE EFFECTIVE COMPREHENSIVE PLAN.

None

APPLICATION PACKAGE CHECKLIST

*Additional information may be required, depending upon circumstances unique to individual applications

1. **COVER PAGE:** Identifying the project.
2. **TABLE OF CONTENTS:** Include a list of all exhibits and attachments.
3. **STATEMENT:** Statement addressing need and justification for requested amendment.
4. **APPLICATION:** This form completed in it's entirety.
5. **LIST OF ADJACENT PROPERTY OWNERS AND ENVELOPES:** A list of adjacent property owners within 300 feet of the property including name, mailing address and their real estate number (located at the Property Appraiser's recent certified tax rolls). Include a legal size envelope addressed to each property owner on the list (do not include a return address). Each envelope must contain proper postage. The order of the envelopes must match the order in which the names appear on the list.
6. **PROOF OF OWNERSHIP:** Deed or certificate by lawyer or abstract or title company that verifies record owner as above.
7. **LETTER OF AUTHORIZATION:** If the applicant is not the owner provide a letter of authorization from the owner(s) for applicant to represent the owner(s) for all purposes related to this application.
8. **SURVEY AND LEGAL DESCRIPTION:** Current survey and legal description of property sought to be rezoned.
9. **LOCATION MAP:** General location map with property subject to application clearly identified.
10. **SITE PLAN:** Site plan containing the following if applicable to the proposed project (account for all land included).
    - Number and types of dwelling units
    - Type and square feet of commercial or industrial uses
    - Any existing structures and proposed use
    - Any open space, buffers and recreational areas
    - Wetlands, streams, creeks, lakes or any other water bodies or Environmentally Sensitive Lands
    - Most recent aerial photograph of site and surrounding lands
    - Drainage and storm water facilities and other infrastructure, including ingress and egress, internal access and roadways
11. **REQUIRED NUMBER OF COPIES:** One (1) digital copy - additional paper copy is optional
12. **APPLICATION FEE:** $250.00

I HEREBY CERTIFY THAT ALL INFORMATION PROVIDED IS CORRECT: Signature of Property Owner(s) or Authorized Agent

SIGNATURE OF APPLICANT	Andrew Hagaman PRINT OR TYPE NAME	5/7/2024 DATE
SIGNATURE OF APPLICANT (2)	Jeff Klotz PRINT OR TYPE NAME	5/7/2024 DATE

Signed and sworn before me on this 8TH day of MAY 2024 by

State of FLORIDA

County of DUVAL

Identification verified: _____

Oath Sworn: ☒ Yes ☐ No

Notary Signature

CIA SMITH
Notary Public-State of Florida
Commission # HH 283469
My Commission Expires
July 04, 2026

My Commission expires 7/4/2026

List of Adjacent Property Owners

1. 205 Edgar St, Atlantic Beach, FL 32233
    a. PID: 172266 0000
    b. Owner: 205 Edgar St LLC
    c. Mailing Address: 95 N. Roscoe Blvd, Ponte Vedra Beach, FL 32082
    d. Registered Agent: Cerqueira, Atillo P
2. 1920 Park St, Atlantic Beach, FL 32233
    a. PID: 172269 0000
    b. Owner: Miller Henry
    c. Mailing Address: 1920 Park St, Atlantic Beach, FL 32233
3. 95 Levy Rd, Atlantic Beach, FL 32233
    a. PID: 172247 0000
    b. 95 Levy Road INC
    c. Mailing Address: PO Box 330046 Atlantic Beach, FL 32233-0108
    d. Registered Agent: Jacobs, Sylvia
4. 105 Edgar St, Atlantic Beach, FL 32233
    a. PID: 172249 0000
    b. Johnson Erin
    c. Mailing Address: 105 Edgar St, Atlantic Beach, Fl 32233
5. 1930 Edgar St, Atlantic Beach, FL 32233
    a. PID: 172270 0010
    b. Behncke James A
    c. Mailing Address: 1930 Edgar St, Atlantic Beach, FL 32233
6. 1810 George St, Atlantic Beach, FL 32233
    a. PID: 172251 0000
    b. Rhone Randy
    c. Mailing Address: 1810 George St, Atlantic Beach, FL 32233
7. 310 Mealy Drive, Atlantic Beach, FL 32233
    a. PID: 172374 0130
    b. 310 Mealy Drive LLC
    c. Mailing Address: 95 N. Roscoe Blvd, Ponte Vedra Beach, FL 32082
    d. Registered Agent: Cerqueira, Atillo P
8. 310 Mealy Drive, Atlantic Beach, FL 32233
    a. PID: 172267 0000
    b. 310 Mealy Drive LLC
    c. Mailing Address: 95 N. Roscoe Blvd, Ponte Vedra Beach, FL 32082
    d. Registered Agent: Cerqueira, Atillo P
9. 1834 George St, Atlantic Beach, FL 32233
    a. PID: 172252 0015
    b. Triumph Apostolic Faith Church

   c. Mailing Address: 1834 George St, Atlantic Beach, FL 32233
10. 1770 Mayport Rd, Atlantic Beach, FL 32233
   a. PID: 172053 0100
   b. 1770 Mayport Rd LLC
   c. Mailing Address: 100 Wilshire Blvd., Suite 1400, Santa Monica, CA 90401
   d. Registered Agent Name: CT Corporation System
11. 1800 George St, Atlantic Beach, FL 32233
   a. PID: 172250 0000
   b. Turner Robert Life Estate
   c. Mailing Address: 4125 River Green Pkwy, C/O Veronica Paterson, Duluth, GA 30096-2582
12. 1960 Park St, Atlantic Beach, FL, 32233
   a. PID: 172273 0000
   b. Whitfield IDA M
   c. Mailing Address: 1960 Park St, Atlantic Beach, FL 32233

Doc # 2024017293, OR BK 20933 Page 1385, Number Pages: 1,
Recorded 01/25/2024 10:36 PM, JODY PHILLIPS CLERK CIRCUIT COURT DUVAL COUNTY
RECORDING $10.00 DEED DOC ST $0.70

Prepared by and return to
Koko Head, Esq.
Law Office of Koko Head, P. A.
645 Mayport Road, Suite 5
St. Johns, Florida 32233

Parcel Id No: 172268-0100

QUITCLAIM DEED

THIS QUITCLAIM DEED is made this 31st day of December, 2023, between **JEFFREY D. KLOTZ, a single man,** whose address is 645 Mayport Road, Suite 5, Atlantic Beach, FL 32233 ("Grantor") and **EDGAR ACQUISITION, LLC, a Florida limited liability company,** whose address is 645 Mayport Road, Suite 5, Atlantic Beach, FL 32233 ("Grantee"). (As used herein, the terms Grantor and Grantee shall include, where the context permits or requires, singular or plural, heirs, personal representatives, successors or assigns.) The quitclaimed property is not the homestead of Grantor.

WITNESSETH, that Grantor for valuable consideration, which is hereby acknowledged, hereby remises, releases and quitclaims unto Grantee forever all of Grantor's interest in that certain property (the "Property") in Duval County, Florida, described as follows:

The Westerly 125 feet of Lots 2 and 3, Block 2, DONNER'S REPLAT NO. 2, according to the Plat thereof, as recorded in Plat Book 25, Page 68, of the Public Records of Duval County, Florida.

TO HAVE AND TO HOLD the same, together with the hereditaments and appurtenances, unto Grantee in fee simple, subject to ad valorem taxes and conditions, restrictions, limitations, easements and other matters of record on the date hereof.

IN WITNESS WHEREOF, this Quitclaim Deed has been executed as of the date first above written.

Signed, sealed and delivered
in the presence of:

Koko Head
Print: Koko Head

Lisa Binder
Print: LISA BINDER

Jeffrey D. Klotz

STATE OF FLORIDA
COUNTY OF DUVAL

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 31st day of December, 2023, by Jeffrey D. Klotz. He is personally known to me or provided _____ as identification and did not take an oath.

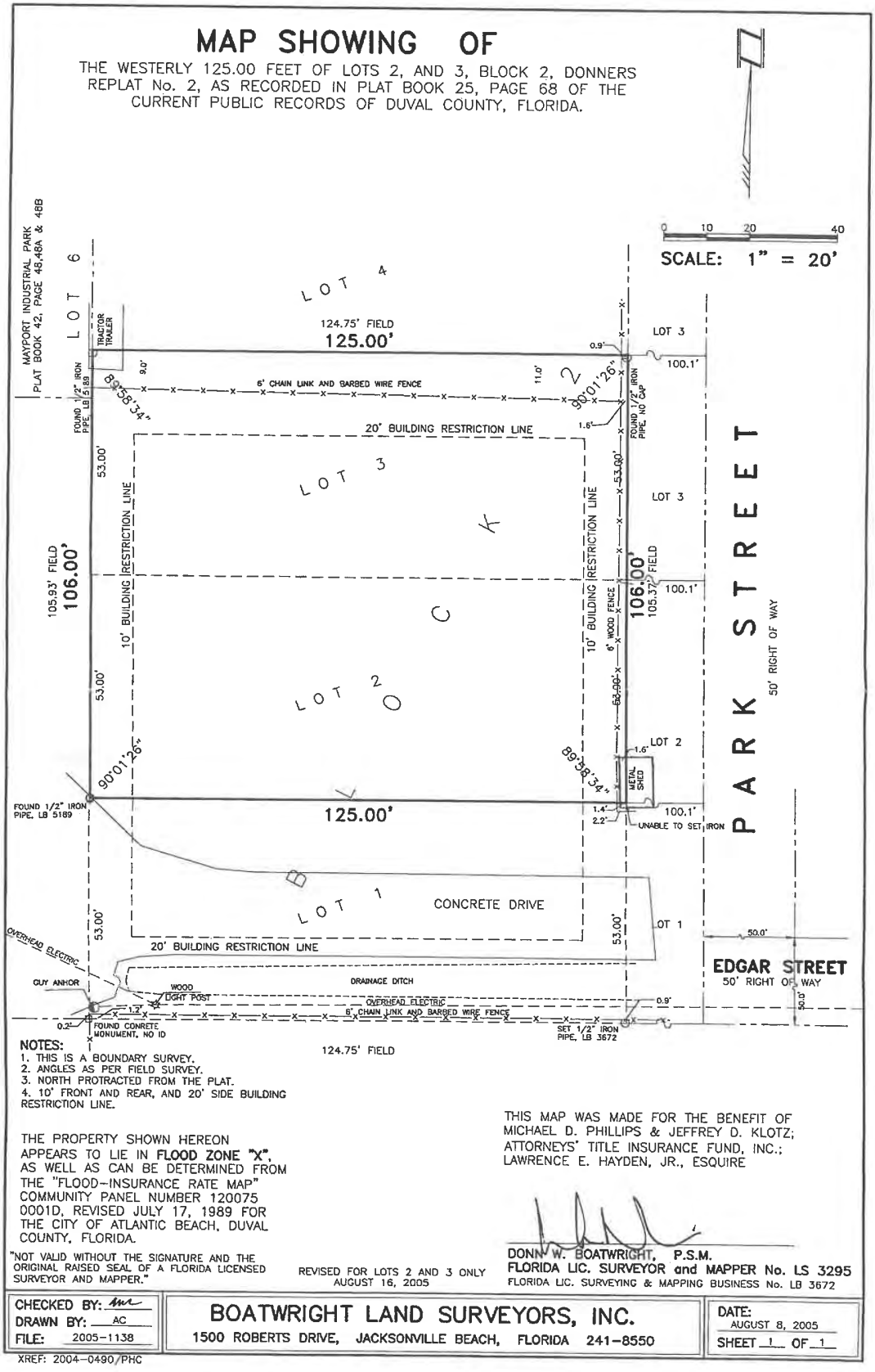
(Notarial Seal)
KOKO HEAD
Commission # HH 380266
Expires April 1, 2027

Koko Head
Print: Koko Head
Notary Public, State of Florida
My commission expires: 4/1/27
My commission number: HH 380266

Note to Clerk: This property is being transferred from an individual to his solely owned LLC with no encumbrances. Minimum doc stamps to apply.

MAP SHOWING OF

THE WESTERLY 125.00 FEET OF LOTS 2, AND 3, BLOCK 2, DONNERS REPLAT No. 2, AS RECORDED IN PLAT BOOK 25, PAGE 68 OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.



NOTES:
1. THIS IS A BOUNDARY SURVEY.
2. ANGLES AS PER FIELD SURVEY.
3. NORTH PROTRACTED FROM THE PLAT.
4. 10' FRONT AND REAR, AND 20' SIDE BUILDING RESTRICTION LINE.

THE PROPERTY SHOWN HEREON APPEARS TO LIE IN **FLOOD ZONE "X"**, AS WELL AS CAN BE DETERMINED FROM THE "FLOOD-INSURANCE RATE MAP" COMMUNITY PANEL NUMBER 120075 0001D, REVISED JULY 17, 1989 FOR THE CITY OF ATLANTIC BEACH, DUVAL COUNTY, FLORIDA.

"NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER."

REVISED FOR LOTS 2 AND 3 ONLY
AUGUST 16, 2005

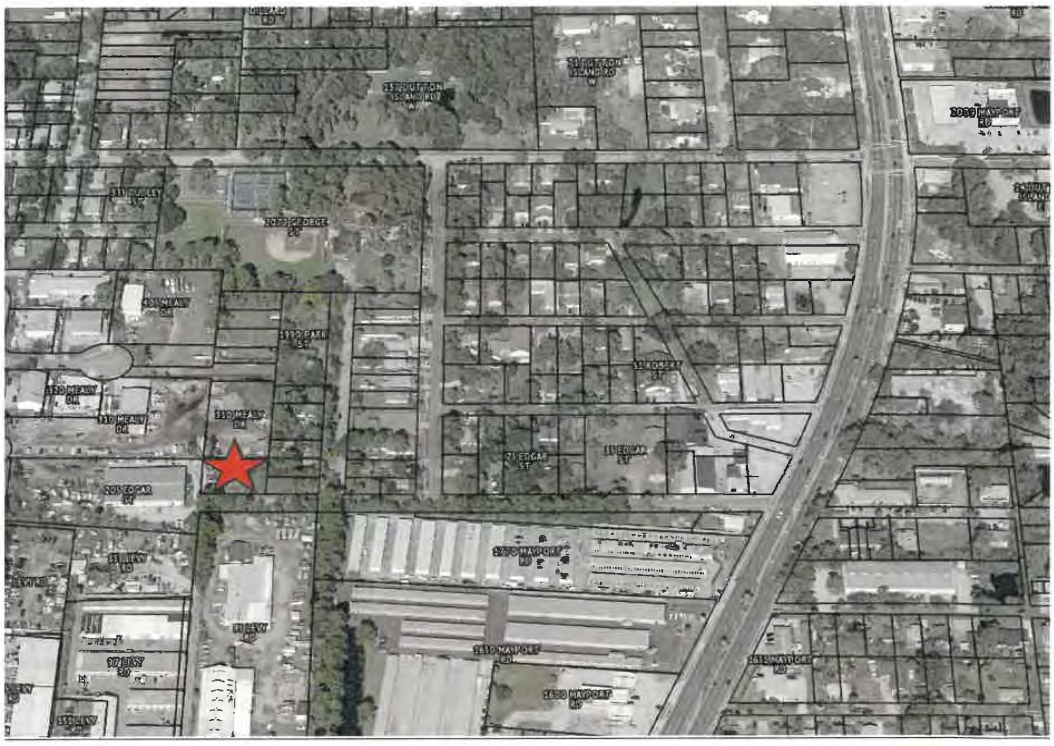
THIS MAP WAS MADE FOR THE BENEFIT OF MICHAEL D. PHILLIPS & JEFFREY D. KLOTZ; ATTORNEYS' TITLE INSURANCE FUND, INC.; LAWRENCE E. HAYDEN, JR., ESQUIRE

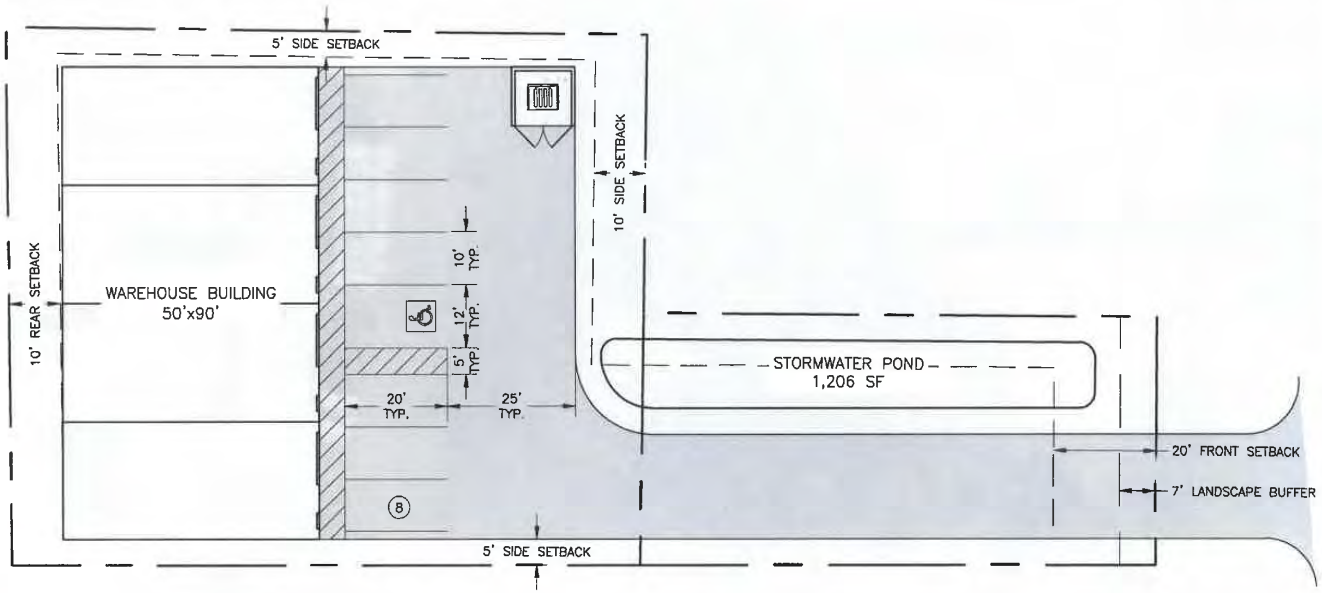
DONN W. BOATWRIGHT, P.S.M.
FLORIDA LIC. SURVEYOR and MAPPER No. LS 3295
FLORIDA LIC. SURVEYING & MAPPING BUSINESS No. LB 3672

CHECKED BY: [illegible]	BOATWRIGHT LAND SURVEYORS, INC.	DATE: AUGUST 8, 2005
DRAWN BY: AC	1500 ROBERTS DRIVE, JACKSONVILLE BEACH, FLORIDA 241-8550	SHEET 1 OF 1
FILE: 2005-1138		

XREF: 2004-0490/PHC

General Location Map





ZONING: LIGHT INDUSTRIAL & WAREHOUSING (LIW)
TOTAL SITE AREA = 17,408.81 SF
MAX IMPERVIOUS AREA = 70% (12,186.17 SF)
CURRENT IMPERVIOUS AREA = 11,944.74 SF (68.6%)
POND AREA = 1,205.96 SF (6.9% OF TOTAL SITE AREA, 10.1% OF IMPERVIOUS AREA)

W:\Projects\400110-00\Concepts\Working\ Edgar Street Warehouse Concept.dwg

EDGAR STREET WAREHOUSE

0 EDGAR STREET, ATLANTIC BEACH, FL 32233 **CONCEPT D**

PROJECT MANAGER:	CMW
DRAWN BY:	NMT
DATE:	2024-3-5

0 10 20
1 inch = 20 ft.

ALLIANT

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: **Ordinance No. 31-24-18 (COMP24-0001) and Ordinance No. 90-24-252 (REZN24-0001).** Request is for a Future Land Use Map (FLUM) amendment to change the future land use map designation of 0 Edgar Street (RE# 172268-0100) & 1810 Park Street (RE# 172268-0000) FROM Residential Low Density (RL) TO Light Industrial (LI). Also, a request for a rezoning of 1810 Park Street (RE# 172268-0000) FROM Residential, General, Two-Family (RG) TO Light Industrial & Warehousing (LIW).

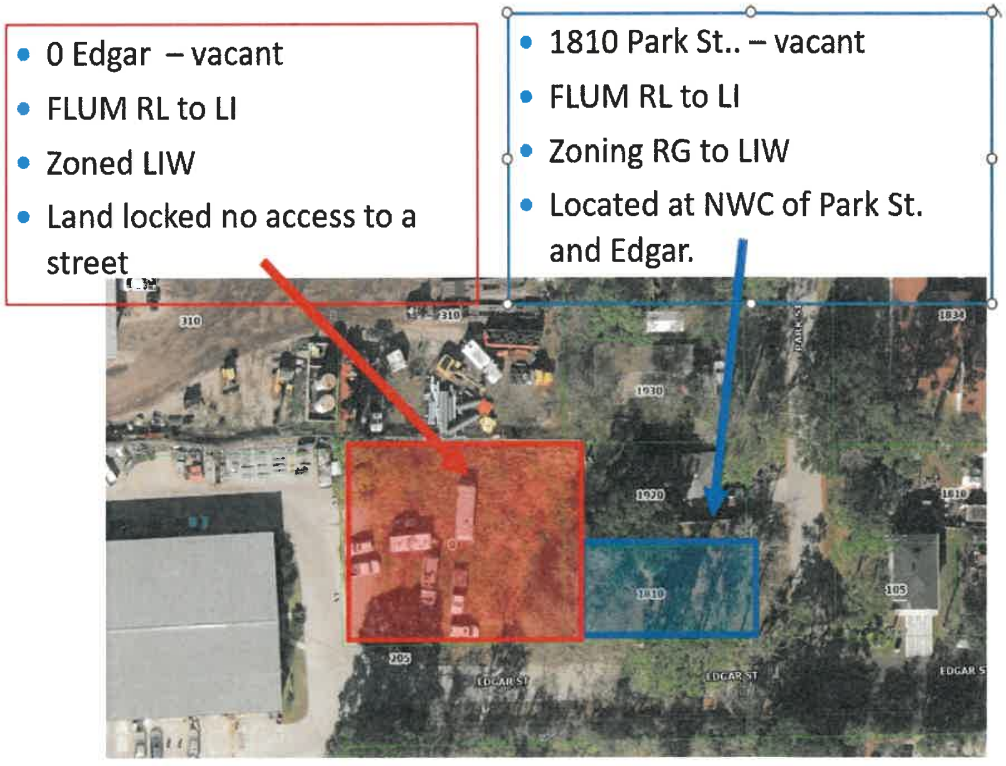
SUBMITTED BY: Amanda Askew, Director of Planning and Community Development

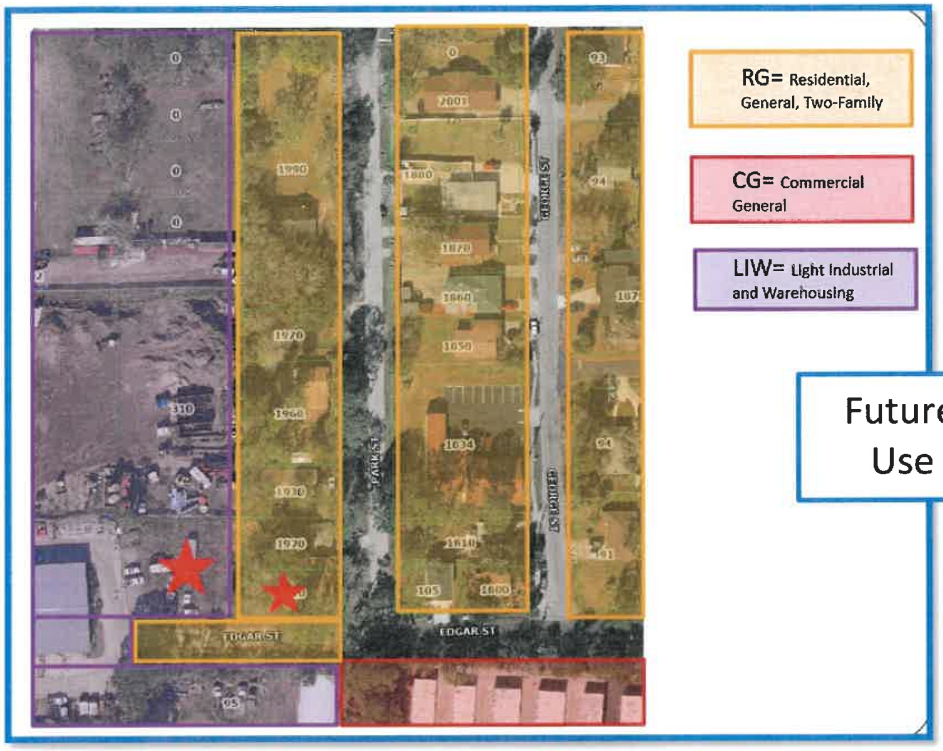
TODAY'S DATE: July 10, 2024

MEETING DATE: July 22, 2024

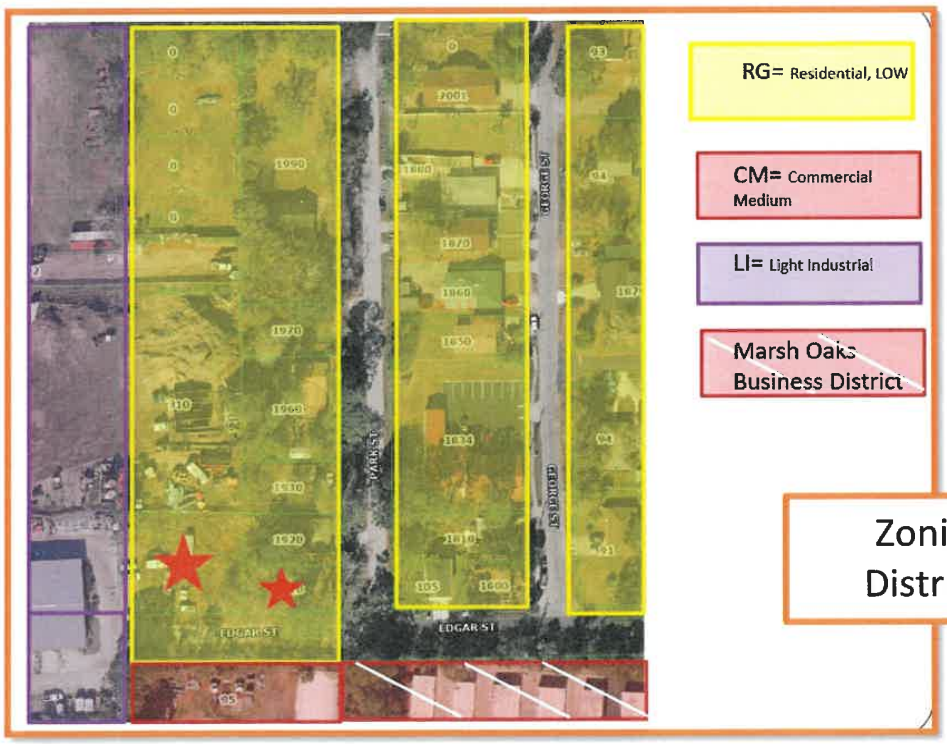
BACKGROUND:

This request involves two adjacent parcels; 1810 Park Street and 0 Edgar Street. The applicant is requesting to rezone 1810 Park Street from **Residential, General, Two-family (RG) to Light Industrial and Warehousing (LIW)** and to amend the future land use map (FLUM) for both 0 Edgar Street and 1810 Park Street from **residential Low Density (RL) to Light Industrial (LI).**





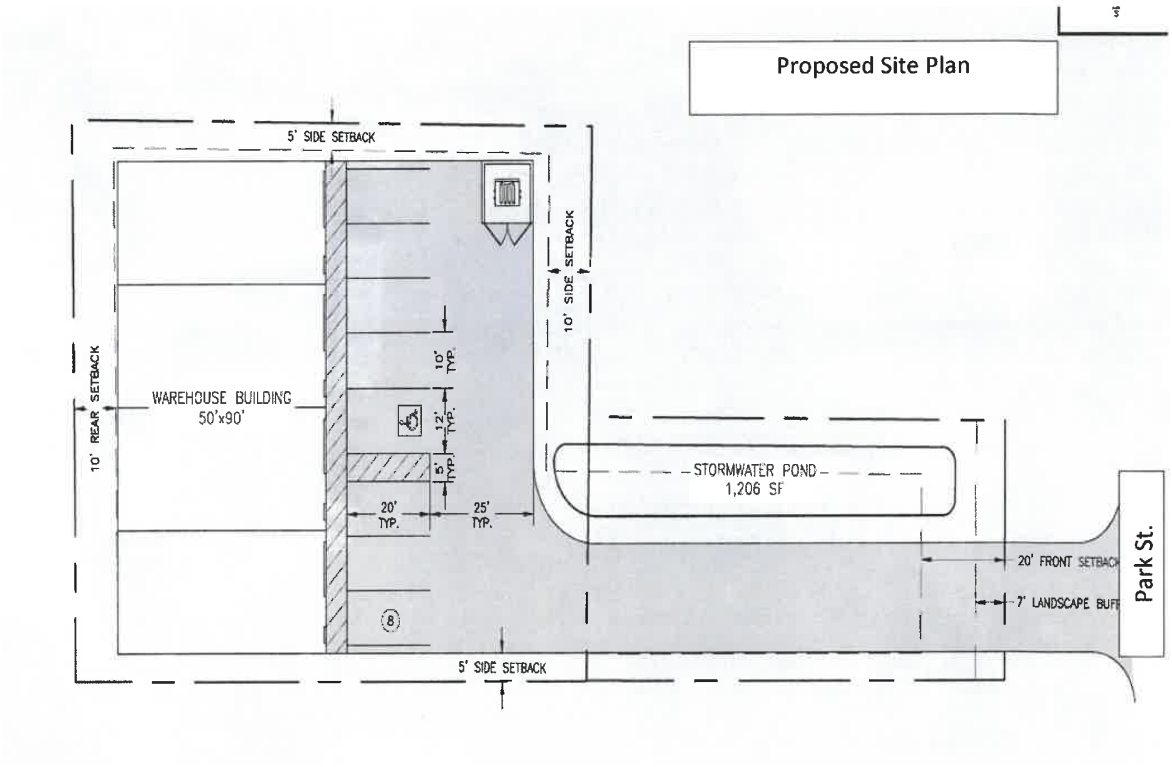
Future Land Use Map



Zoning Districts

CONSIDERATIONS

0 Edgar zoned Light Industrial is surrounded by similar uses to the north, south and west. The east side of the property is zoned residential is developed with residential homes. The FLUM is not consistent with the zoning designation. The owner is proposing to construct a 5,000 square foot warehouse building with 8 parking spaces at 0 Edgar Street and a driveway to the warehouse that would be located on 1810 Park Street.



0 Edgar Street is currently zoned Light Industrial & Warehousing therefore, a rezoning request is not needed for this property.

1810 Park Street is zoned as residential and has residential designation on the FLUM. This property has residential uses to the north and east. The property to the west is 0 Edgar, which is vacant but zoned LIW and the property to the south is zoned Commercial and has a commercial type of use.

Traffic: If approved, the development would be accessed via Park Street. This would add industrial traffic onto Park Street.

Per Section 24-62(C)(2) of the Land Development Code, there should be justification to "indicate the relationship of the proposed rezoning to the Comprehensive Plan for the City and provide a finding that the requested change in zoning is consistent with the Comprehensive Plan". Relevant and applicable language from the City's Comprehensive Plan is listed below.

Policy A.1.5.6 Commercial and light industrial development shall be located and designed so as to minimize adverse effects on residential areas, traffic facilities and aesthetic character of the City.

Policy A.1.11.1 (f) Light Industrial – The Light Industrial category shall be limited to light manufacturing and production, storage, warehousing and distribution uses as further controlled by the Land Development Regulations. Light industrial uses may have outdoor storage and business related activity, but such uses shall not include processes that create negative effects to surrounding properties due to noise, heat, fumes, debris, chemicals or hazardous materials.

Further, in considering a FLUM amendment application, Policy A.1.3.1 of the Comprehensive Plan states that the City shall find that each of the following conditions are demonstrated by the applicant seeking said amendment.

a) There are adequate public facilities available to the proposed development.

b) The proposed commercial or industrial development shall not have adverse impacts to surrounding neighborhoods, other properties, the natural environment, the aesthetic qualities of the City and shall not impair or degrade scenic natural views.

c) There is a demonstrated deficiency of commercial or industrial lands within the City to serve the needs of residents of the City for such uses.

Additionally, Policy A.1.13.4 states that applications to amend the Comprehensive Plan shall be reviewed and evaluated based upon the following factors:

(a) Consistency with the Goals, Objectives and Policies of this Plan;

(b) Consistency with the State Comprehensive Plan and the Northeast Florida Strategic Regional Policy Plan;

(c) Consistency with other adopted policies and plans of the City, the County, the State or other agencies having regulatory authority over the City;

(d) The potential for adverse impacts to Environmentally Sensitive Areas, the natural environment or the aesthetic quality of the City,

(e) The potential to cause deficiencies in adopted levels of service or to adversely impact available water supplies, public facilities, infrastructure and services.

ANALYSIS

Applications to amend the Future Land Use Map should be reviewed for consistency with the Comprehensive Plan. The Comprehensive Plan discourages amendments to increase density within environmentally sensitive areas, coastal high hazard areas (CHHA), or areas vulnerable to flooding. This property does not contain environmentally sensitive areas, is not within the CHHA, and is not vulnerable to flooding.

The Community Development Board (CDB) heard this agenda item at the June 12th regular meeting and voted 6-0 **not** to recommend approval of the rezoning and comprehensive plan based on Policy A.1.13.A of the Comprehensive Plan. The CDB expressed concerns that the industrial uses would be close to residential properties and have adverse impacts to the surrounding neighborhood.

BUDGET: None

RECOMMENDATION: Commission review and vote on Ordinance No. 31-24-18 (COMP24-0001) and Ordinance No. 90-24-252 (REZN24-0001)

ATTACHMENT(S): Ordinance No. 31-24-18
Ordinance No. 90-24-252
Application from applicant

REVIEWED BY CITY MANAGER: 

ORDINANCE NO. 31-24-18

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 LOW (RL) TO LIGHT INDUSTRIAL (LI); PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Atlantic Beach, Florida hereby finds that the change in Future Land Use Map designation enacted by this Ordinance shall provide for orderly growth; encourage the appropriate use of land; protect and conserve the value of property; prevent the overcrowding of land; promote, protect and improve the health, safety, comfort, good order, appearance, convenience, and general welfare of the public; and implement the goals and objectives of the Comprehensive Plan; and

WHEREAS, the lands subject to this change in Future Land Use Map designation were developed in the 1940s through the 1970s and included commercial uses prior to the City's adoption of the first Comprehensive Plan and associated Future Land Use Map; and

WHEREAS, the Community Development Board held a duly noticed public hearing on June 18 2024, to consider this Ordinance, did not find to be consistent with the City's Comprehensive Plan and voted to recommend that the City Commission approve this Ordinance; and

WHEREAS, the City Commission considered this Ordinance after proper public notice and comments from staff and the public.

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

SECTION 1. Findings of Fact. The above recitals are hereby incorporated as Findings of Fact in support of this Ordinance, and the City Commission finds as follows:

a. This change in future land use map designation has been fully considered after public hearings with legal notice duly published as required by law and has met the procedural requirements as set forth in Sections 24-51, 24-62 and the Land Development Regulations.
b. The proposed Future Land Use Map amendment to Light Industrial (LI) is consistent the goals, policies and objectives of the City's adopted Comprehensive Plan.
c. All development within lands subject to this change in future land use map designation to Light Industrial (LI) and any future development shall be consistent with the zoning, subdivision, Land Development Regulations and other applicable provisions of the Atlantic Beach Code of Ordinances prior to issuance of local permits authorizing construction or site alteration.
d. The future land use map designation of Light Industrial (LI) is consistent and compatible

with the surrounding development and future land use map designation in that the adjoining properties to the west are already designated Light Industrial (LI) and allow industrial uses.

SECTION 2. Affected Properties. Pursuant to this change in Future Land Use Map designation procedure, the Future Land Use Map designation of those certain lands within the City of Atlantic Beach, as more particularly described in Exhibit A, attached hereto and made a part hereof, are hereby reclassified from Residential Low (RL) to Light Industrial (LI).

SECTION 3. Future Land Use Map Revised. The Director of Planning and Community Development is hereby directed to revise the official Future Land Use Map of the City of Atlantic Beach to reflect the change in Future Land Use designation for those properties described in Exhibit A from Residential Low (RL) to Light Industrial (LI) and to submit documentation to the Florida Department of Economic Opportunity as required by Section 163.3187, Florida Statutes.

SECTION 4. Conflict. All ordinances, resolutions, official determinations or parts thereof previously adopted or entered by the City or any of its officials and in conflict with this Ordinance are repealed to the extent inconsistent herewith.

SECTION 5. Severability. If a Court of competent jurisdiction at any time finds any provision of this Ordinance to be unlawful, illegal, or unenforceable, the offending provision shall be deemed severable and removed from the remaining provisions of this Ordinance which shall remain in full force and intact.

SECTION 6. Effective Date. This ordinance shall take effect upon final reading and approval.

PASSED by the City Commission on first res ____ day of ____,2024

PASSED by the City Commission on second and final reading this ___ day of ____ , 2024.

CITY OF ATLANTIC BEACH

Attest

_____
Curtis Ford, Mayor

_____
Donna L. Bartle, City Clerk Approved

as to form and correctness:

_____
Jason Gabriel, City Attorney

Exhibit A

The lands subject to this Ordinance No. 31-24-18 changing their Future Land Use designation form Residential Low (RL) to Light Industrial (LI) shall be those described below. All Book and Page information can be found in the current public records of Duval County, Florida.

Address	RE Number
0 Edgar	172268 0100
1810 Park St.	172268 0000

THE WESTERLY 125.00 FEET OF LOTS 2, AND 3, BLOCK 2, DONNERS REPLAT No. 2, AS RECORDED IN PLAT BOOK 25, PAGE 68 OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.

And

Easterly 100 feet of lot 2 Block 2 of the Donners Replat No. 2 as recorded in Plat Book 25, Page 68 of the Current Public Records of Duval County, Florida.

ORDINANCE NO. 90-24-252

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 LIGHT INDUSTRIAL & WAREHOUSEING (LIW); PROVIDING FINDINGS OF FACT; REQUIRING RECORDATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Atlantic Beach, Florida hereby finds that the change in zoning classification enacted by this Ordinance shall provide for orderly growth; encourage the appropriate use of land; protect and conserve the value of property; prevent the overcrowding of land; promote, protect and improve the health, safety, comfort, good order, appearance, convenience, and general welfare of the public; and implement the goals and objectives of the Comprehensive Plan; and

WHEREAS, the lands subject to this change in zoning classification were largely developed in 1975 prior to significant changes to the Land Development Regulations and the Official Zoning Map; and

WHEREAS, the Community Development Board held a duly noticed public hearing on June 18 2024, to consider this Ordinance, did not find it to be consistent with the City's Comprehensive Plan and voted to recommend that the City Commission approve this Ordinance; and

WHEREAS, the City Commission considered this Ordinance after proper public notice and comments from staff and the public.

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

SECTION 1. Findings of Fact. The above recitals are hereby incorporated as Findings of Fact in support of this Ordinance, and the City Commission finds as follows:

a. This change in zoning district classification has been fully considered after public hearings with legal notice duly published as required by law and has met the procedural requirements as set forth in Sections 24-51, 24-62 and the Land Development Regulations.
b. The proposed rezoning to Light Industrial Warehousing (LIW) is consistent with the Future Land Use Map Light Industrial (LI) designation and the goals, policies and objectives of the City's adopted Comprehensive Plan.
c. All development within lands subject to this rezoning to Light Industrial Warehousing (LIW) and any future development shall be consistent with the zoning, subdivision, Land Development Regulations and other applicable provisions of the Atlantic Beach Code of Ordinances prior to issuance of local permits authorizing construction or site alteration.

d. The zoning district classification of Light Industrial Warehousing (LIW) is consistent and compatible with the surrounding development and zoning districts in that the adjoining properties to the south are designated Commercial (CG) and the properties to the north and east are Residential, General, Two Family (RG), properties to the west are Light Industrial Warehousing (LIW)

SECTION 2. Affected Properties. Pursuant to this change in zoning district designation procedure, the zoning district classification of those certain lands within the City of Atlantic Beach, as more particularly described in Exhibit A, attached hereto and made a part hereof, are hereby reclassified as Light Industrial Warehousing (LIW) from Residential, General, Two-Family (RG). This reclassification does not grant authority for any specific uses on said lands. Any proposed use on said lands shall be reviewed and approved in accordance with the provisions of Chapter 24, Land Development Regulations.

SECTION 3. Zoning Map Revised. The Director of Planning and Community Development is hereby directed to revise the official Zoning Map of the City of Atlantic Beach to reflect the change in zoning classification for those properties described in Exhibit A from Residential, General, Two-Family (RG), to Light Industrial Warehousing (LIW).

SECTION 4. Conflict. All ordinances, resolutions, official determinations or parts thereof previously adopted or entered by the City or any of its officials and in conflict with this Ordinance are repealed to the extent inconsistent herewith.

SECTION 5. Severability. If a Court of competent jurisdiction at any time finds any provision of this Ordinance to be unlawful, illegal, or unenforceable, the offending provision shall be deemed severable and removed from the remaining provisions of this Ordinance which shall remain in full force and intact.

SECTION 6. Effective Date. This ordinance shall take effect upon final reading and approval.

PASSED by the City Commission on first reading this_____day of_____, 2024.

PASSED by the City Commission on second and final reading this_____day of _____, 2024.

CITY OF ATLANTIC BEACH

_____
Curtis Ford, Mayor

Attest:

_____

Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____

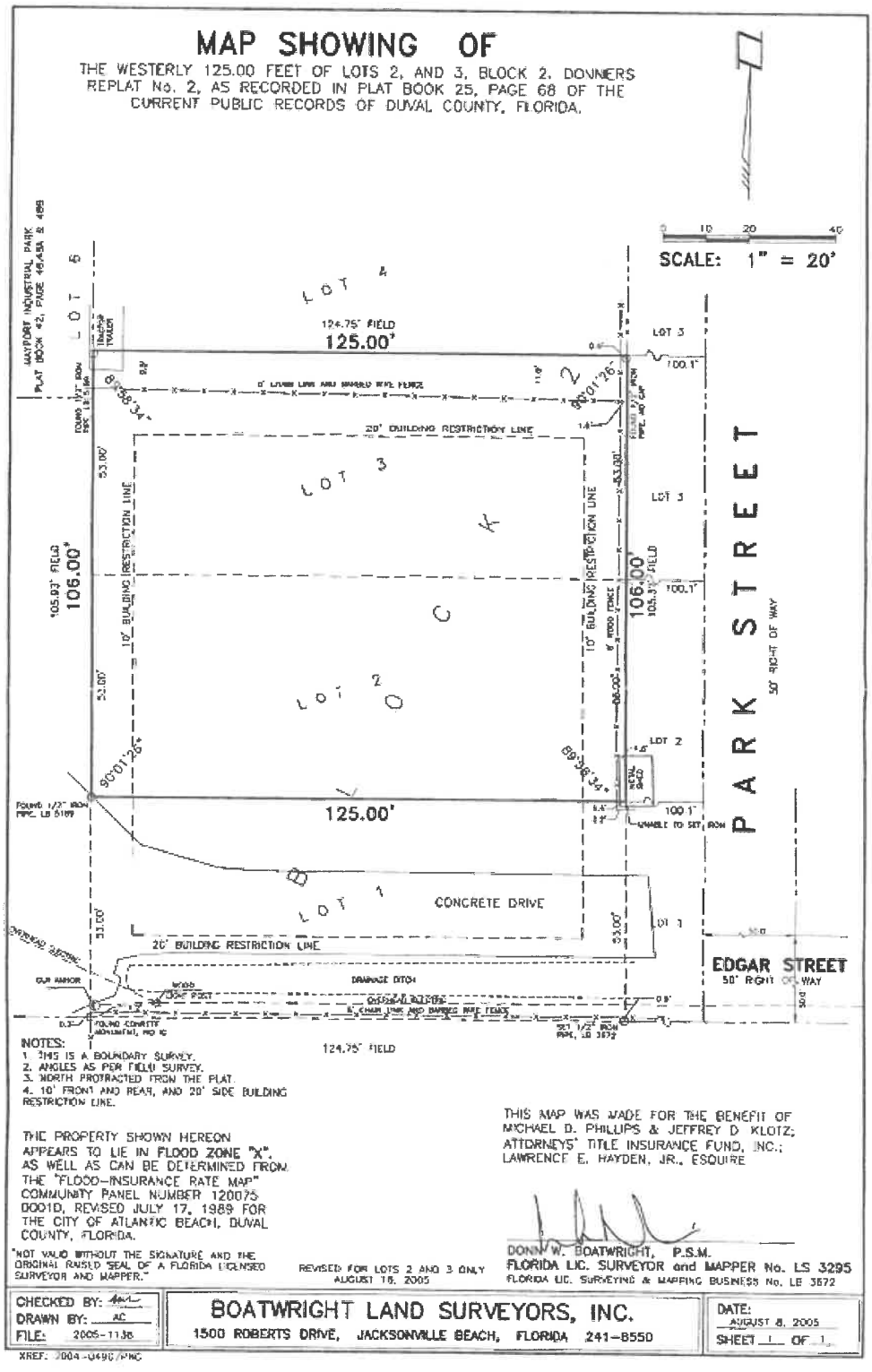
Jason Garbiel, City Attorney

Exhibit A

The lands subject to this Ordinance No. 90-24-252 changing their zoning district designation from Residential, General, Two-Family (RG) to Light Industrial Warehousing (LIW) shall be those described on the attached survey.

Address	RE Number
1810 Park Street	172268 0000

Easterly 100 feet of lot 2 Block 2 of the Donners Replat No. 2 as recorded in Plat Book 25, Page 68 of the Current Public Records of Duval County, Florida.


MAP SHOWING OF
THE WESTERLY 125.00 FEET OF LOTS 2, AND 3, BLOCK 2, DONNERS REPLAT No. 2, AS RECORDED IN PLAT BOOK 25, PAGE 68 OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.
SCALE: 1" = 20'
PARK STREET
50' R/W-FT OF WAY
EDGAR STREET
50' RIGHT OF WAY
LOT 1
LOT 2
LOT 3
CONCRETE DRIVE
DRAINAGE DITCH
20' BUILDING RESTRICTION LINE
125.00'
106.00'
124.75' FIELD
NOTES:
1. THIS IS A BOUNDARY SURVEY.
2. ANGLES AS PER FIELD SURVEY.
3. NORTH PROTRACTED FROM THE PLAT.
4. 10' FRONT AND REAR, AND 20' SIDE BUILDING RESTRICTION LINE.
THE PROPERTY SHOWN HEREON APPEARS TO LIE IN FLOOD ZONE "X", AS WELL AS CAN BE DETERMINED FROM THE "FLOOD-INSURANCE RATE MAP" COMMUNITY PANEL NUMBER 120075 0001D, REVISED JULY 17, 1989 FOR THE CITY OF ATLANTIC BEACH, DUVAL COUNTY, FLORIDA.
"NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER."
REVISED FOR LOTS 2 AND 3 ONLY AUGUST 18, 2005
THIS MAP WAS MADE FOR THE BENEFIT OF MICHAEL D. PHILLIPS & JEFFREY D KLOTZ; ATTORNEYS' TITLE INSURANCE FUND, INC.; LAWRENCE E. HAYDEN, JR., ESQUIRE
DONN W. BOATWRIGHT, P.S.M.
FLORIDA LIC. SURVEYOR and MAPPER No. LS 3295
FLORIDA LIC. SURVEYING & MAPPING BUSINESS No. LB 3572
CHECKED BY:
DRAWN BY: AC
FILE: 2005-1136
BOATWRIGHT LAND SURVEYORS, INC.
1500 ROBERTS DRIVE, JACKSONVILLE BEACH, FLORIDA 241-8550
DATE: AUGUST 8, 2005
SHEET 1 OF 1

Application

Cover Page

The proposed project is a 4,500sqft warehouse building with 8 parking spaces located at 0 Edgar Street, Atlantic Beach, FL 32233 (PID: 172268 0100) coupled with a driveway to the warehouse to be located at 1810 Park St, Atlantic Beach, FL 32233 (PID: 172268 0000).

Table of Contents

1. Statement
2. Application
3. List of Adjacent Property Owners
4. Proof Of Ownership
5. Survey and Legal Description
6. Location Map
7. Site Plan

Statement

This amendment is necessary as the parcel's current FLUM designation is Residential Low Density (RL) but the site location is in an industrial area that is unsuitable for residential development and the current zoning for the site is Light industrial. Additionally, the highest and best use for the site is a light industrial warehouse and therefore in order to proceed with the project the designated FLUM must be Light Industrial (L/I).

FUTURE LAND USE MAP (FLUM) AMENDMENT

City of Atlantic Beach
Community Development Department
800 Seminole Road Atlantic Beach, FL 32233
(P) 904-247-5800

FOR INTERNAL OFFICE USE ONLY
FILE # _____

SMALL SCALE DEVELOPMENT

SITE INFORMATION

ADDRESS 0 Edgar Street CITY Atlantic Beach STATE FL ZIP CODE 32233

SUBDIVISION _____ BLOCK # _____ LOT # _____

RE# 172268-0100 PARCEL SIZE 13,242 sqft TOTAL ACREAGE .29

CURRENT FLUM DESIGNATION Residential Low Densisty (RL) ZONING CODE RG

PROPOSED FLUM DESIGNATION Light Industrial (L/I) FLOOD ZONE N/A

APPLICANT INFORMATION

NAME Andrew Hagaman PHONE # 904-247-5334 ext 310

ADDRESS 645 Mayport Road CELL # 904-669-4162

CITY Atltantic Beach STATE FL ZIP CODE 32233

EMAIL ahagaman@theklotzcompanies.com ☒ OWNER ☐ LEGAL AUTHORIZED AGENT

REQUEST FOR FUTURE LAND USE MAP (FLUM) AMENDMENT: Applicants are advised that approval of an amendment to the Future Land Use Map does not constitute approval for issuance of any permit or Development Order. Use and development lands related to this land use map amendment, if approved, and any zoning change shall be subject to compliance with all applicable local Land Development Regulations, any State and Federal permitting requirements as well as Florida Building Code requirements for Category "C" construction.

PROVIDE ALL OF THE FOLLOWING INFORMATION

DESCRIPTION OF PROPOSED USE AND PROPOSED DEVELOPMENT ACTIVITY *(ALSO INCLUDE ANTICIPATED DEVELOPMENT AND ANY PHASING SCHEDULE).*

0 Edgar is proposed to a 5,000 sqft light industrial warehouse

NUMBER OF WETLAND ACRES 0

IDENTIFY ANY OTHER ENVIRONMENTALLY SENSITIVE LANDS, ANY LISTED OR ENDANGERED SPECIES OR HABITATS.

N/A

IDENTIFY ALL PUBLIC AND PRIVATE SERVICE PROVIDERS OF WATER, SEWER, ELECTRIC, SOLID WASTE, ETC. PROVIDE ESTIMATES OF WATER, SEWER AND SOLID WASTE DEMAND.

COAB Water and Sewer. JEA for Electric.

estimated to be less an 50 gallons per day and normal solid demand for a 500 sqft warehouse

IDENTIFY ANY OTHER ENVIRONMENTALLY SENSITIVE LANDS, ANY LISTED OR ENDANGERED SPECIES OR HABITATS.

N/A

ESTIMATED IMPACT TO ADOPTED LEVEL OF SERVICE STANDARDS AS ESTABLISHED BY THE CAPITAL IMPROVEMENTS ELEMENT OF THE EFFECTIVE COMPREHENSIVE PLAN.

None

APPLICATION PACKAGE CHECKLIST

*Additional information may be required, depending upon circumstances unique to individual applications

1. **COVER PAGE:** Identifying the project.
2. **TABLE OF CONTENTS:** Include a list of all exhibits and attachments.
3. **STATEMENT:** Statement addressing need and justification for requested amendment.
4. **APPLICATION:** This form completed in it's entirety.
5. **LIST OF ADJACENT PROPERTY OWNERS AND ENVELOPES:** A list of adjacent property owners within 300 feet of the property including name, mailing address and their real estate number (located at the Property Appraiser's recent certified tax rolls). Include a legal size envelope addressed to each property owner on the list (do not include a return address). Each envelope must contain proper postage. The order of the envelopes must match the order in which the names appear on the list.
6. **PROOF OF OWNERSHIP:** Deed or certificate by lawyer or abstract or title company that verifies record owner as above.
7. **LETTER OF AUTHORIZATION:** If the applicant is not the owner provide a letter of authorization from the owner(s) for applicant to represent the owner(s) for all purposes related to this application.
8. **SURVEY AND LEGAL DESCRIPTION:** Current survey and legal description of property sought to be rezoned.
9. **LOCATION MAP:** General location map with property subject to application clearly identified.
10. **SITE PLAN:** Site plan containing the following if applicable to the proposed project (account for all land included).
    - Number and types of dwelling units
    - Type and square feet of commercial or industrial uses
    - Any existing structures and proposed use
    - Any open space, buffers and recreational areas
    - Wetlands, streams, creeks, lakes or any other water bodies or Environmentally Sensitive Lands
    - Most recent aerial photograph of site and surrounding lands
    - Drainage and storm water facilities and other infrastructure, including ingress and egress, internal access and roadways
11. **REQUIRED NUMBER OF COPIES:** One (1) digital copy - additional paper copy is optional
12. **APPLICATION FEE:** $250.00

I HEREBY CERTIFY THAT ALL INFORMATION PROVIDED IS CORRECT: Signature of Property Owner(s) or Authorized Agent

SIGNATURE OF APPLICANT	Andrew Hagaman PRINT OR TYPE NAME	5/7/2024 DATE
SIGNATURE OF APPLICANT (2)	Jeff Klotz PRINT OR TYPE NAME	5/7/2024 DATE

Signed and sworn before me on this 8TH day of MAY 2024 by

State of FLORIDA

County of DUVAL

Identification verified: _____

Oath Sworn: ☒ Yes ☐ No

Notary Signature

CIA SMITH
Notary Public-State of Florida
Commission # HH 283469
My Commission Expires
July 04, 2026

My Commission expires 7/4/2026

List of Adjacent Property Owners

1. 205 Edgar St, Atlantic Beach, FL 32233
    a. PID: 172266 0000
    b. Owner: 205 Edgar St LLC
    c. Mailing Address: 95 N. Roscoe Blvd, Ponte Vedra Beach, FL 32082
    d. Registered Agent: Cerqueira, Atillo P
2. 1920 Park St, Atlantic Beach, FL 32233
    a. PID: 172269 0000
    b. Owner: Miller Henry
    c. Mailing Address: 1920 Park St, Atlantic Beach, FL 32233
3. 95 Levy Rd, Atlantic Beach, FL 32233
    a. PID: 172247 0000
    b. 95 Levy Road INC
    c. Mailing Address: PO Box 330046 Atlantic Beach, FL 32233-0108
    d. Registered Agent: Jacobs, Sylvia
4. 105 Edgar St, Atlantic Beach, FL 32233
    a. PID: 172249 0000
    b. Johnson Erin
    c. Mailing Address: 105 Edgar St, Atlantic Beach, Fl 32233
5. 1930 Edgar St, Atlantic Beach, FL 32233
    a. PID: 172270 0010
    b. Behncke James A
    c. Mailing Address: 1930 Edgar St, Atlantic Beach, FL 32233
6. 1810 George St, Atlantic Beach, FL 32233
    a. PID: 172251 0000
    b. Rhone Randy
    c. Mailing Address: 1810 George St, Atlantic Beach, FL 32233
7. 310 Mealy Drive, Atlantic Beach, FL 32233
    a. PID: 172374 0130
    b. 310 Mealy Drive LLC
    c. Mailing Address: 95 N. Roscoe Blvd, Ponte Vedra Beach, FL 32082
    d. Registered Agent: Cerqueira, Atillo P
8. 310 Mealy Drive, Atlantic Beach, FL 32233
    a. PID: 172267 0000
    b. 310 Mealy Drive LLC
    c. Mailing Address: 95 N. Roscoe Blvd, Ponte Vedra Beach, FL 32082
    d. Registered Agent: Cerqueira, Atillo P
9. 1834 George St, Atlantic Beach, FL 32233
    a. PID: 172252 0015
    b. Triumph Apostolic Faith Church

   c. Mailing Address: 1834 George St, Atlantic Beach, FL 32233
10. 1770 Mayport Rd, Atlantic Beach, FL 32233
   a. PID: 172053 0100
   b. 1770 Mayport Rd LLC
   c. Mailing Address: 100 Wilshire Blvd., Suite 1400, Santa Monica, CA 90401
   d. Registered Agent Name: CT Corporation System
11. 1800 George St, Atlantic Beach, FL 32233
   a. PID: 172250 0000
   b. Turner Robert Life Estate
   c. Mailing Address: 4125 River Green Pkwy, C/O Veronica Paterson, Duluth, GA 30096-2582
12. 1960 Park St, Atlantic Beach, FL, 32233
   a. PID: 172273 0000
   b. Whitfield IDA M
   c. Mailing Address: 1960 Park St, Atlantic Beach, FL 32233

Doc # 2024017293, OR BK 20933 Page 1385, Number Pages: 1,
Recorded 01/25/2024 10:36 PM, JODY PHILLIPS CLERK CIRCUIT COURT DUVAL COUNTY
RECORDING $10.00 DEED DOC ST $0.70

Prepared by and return to
Koko Head, Esq.
Law Office of Koko Head, P. A.
645 Mayport Road, Suite 5
St. Johns, Florida 32233

Parcel Id No: 172268-0100

QUITCLAIM DEED

THIS QUITCLAIM DEED is made this 31st day of December, 2023, between **JEFFREY D. KLOTZ, a single man,** whose address is 645 Mayport Road, Suite 5, Atlantic Beach, FL 32233 ("Grantor") and **EDGAR ACQUISITION, LLC, a Florida limited liability company,** whose address is 645 Mayport Road, Suite 5, Atlantic Beach, FL 32233 ("Grantee"). (As used herein, the terms Grantor and Grantee shall include, where the context permits or requires, singular or plural, heirs, personal representatives, successors or assigns.) The quitclaimed property is not the homestead of Grantor.

WITNESSETH, that Grantor for valuable consideration, which is hereby acknowledged, hereby remises, releases and quitclaims unto Grantee forever all of Grantor's interest in that certain property (the "Property") in Duval County, Florida, described as follows:

The Westerly 125 feet of Lots 2 and 3, Block 2, DONNER'S REPLAT NO. 2, according to the Plat thereof, as recorded in Plat Book 25, Page 68, of the Public Records of Duval County, Florida.

TO HAVE AND TO HOLD the same, together with the hereditaments and appurtenances, unto Grantee in fee simple, subject to ad valorem taxes and conditions, restrictions, limitations, easements and other matters of record on the date hereof.

IN WITNESS WHEREOF, this Quitclaim Deed has been executed as of the date first above written.

Signed, sealed and delivered
in the presence of:

Koko Head
Print: Koko Head

Lisa Binder
Print: LISA BINDER

Jeffrey D. Klotz

STATE OF FLORIDA
COUNTY OF DUVAL

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 31st day of December, 2023, by Jeffrey D. Klotz. He is personally known to me or provided _____ as identification and did not take an oath.

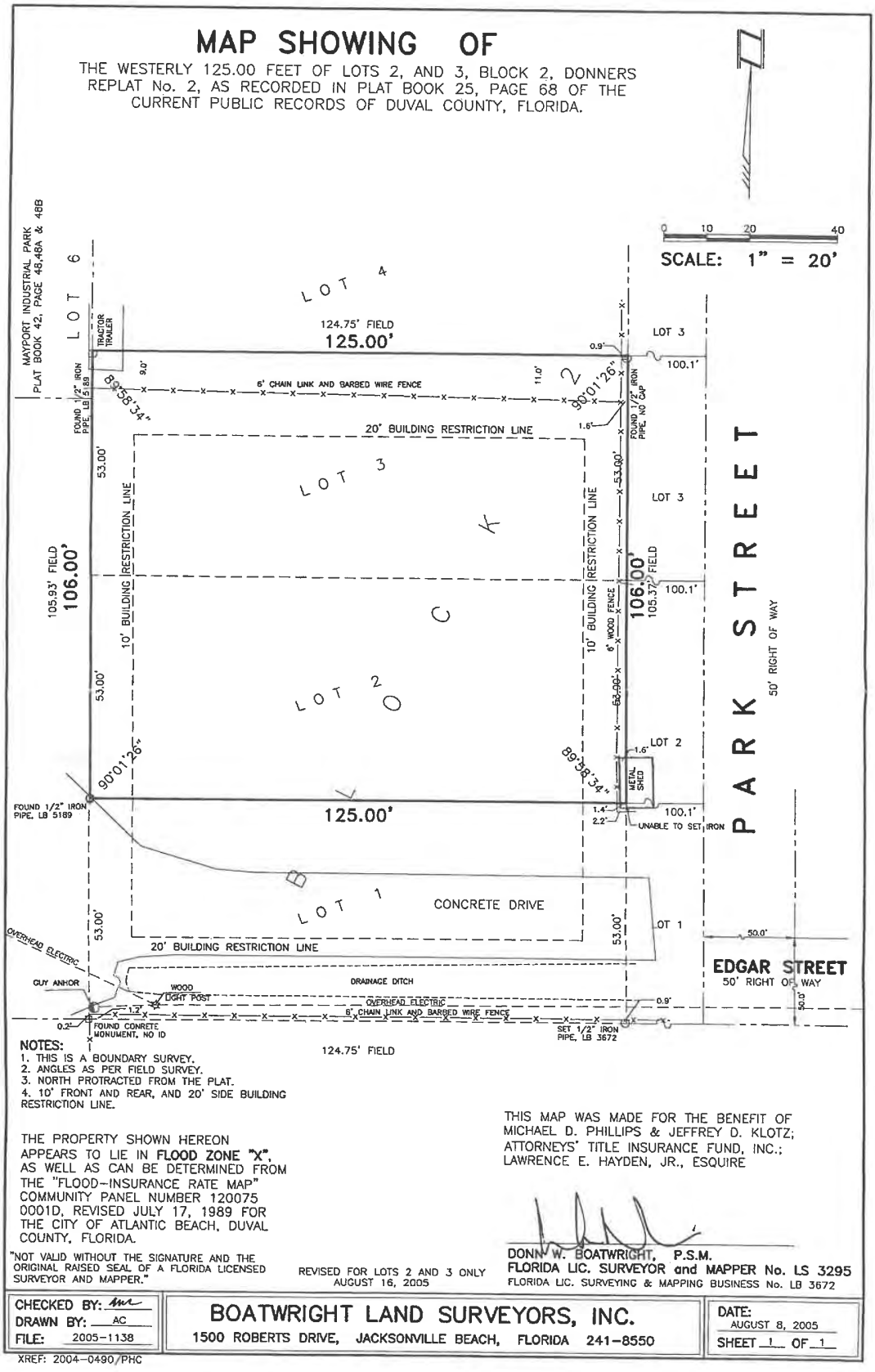
(Notarial Seal)
KOKO HEAD
Commission # HH 380266
Expires April 1, 2027

Koko Head
Print: Koko Head
Notary Public, State of Florida
My commission expires: 4/1/27
My commission number: HH 380266

Note to Clerk: This property is being transferred from an individual to his solely owned LLC with no encumbrances. Minimum doc stamps to apply.

MAP SHOWING OF

THE WESTERLY 125.00 FEET OF LOTS 2, AND 3, BLOCK 2, DONNERS REPLAT No. 2, AS RECORDED IN PLAT BOOK 25, PAGE 68 OF THE CURRENT PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA.



NOTES:
1. THIS IS A BOUNDARY SURVEY.
2. ANGLES AS PER FIELD SURVEY.
3. NORTH PROTRACTED FROM THE PLAT.
4. 10' FRONT AND REAR, AND 20' SIDE BUILDING RESTRICTION LINE.

THE PROPERTY SHOWN HEREON APPEARS TO LIE IN **FLOOD ZONE "X"**, AS WELL AS CAN BE DETERMINED FROM THE "FLOOD-INSURANCE RATE MAP" COMMUNITY PANEL NUMBER 120075 0001D, REVISED JULY 17, 1989 FOR THE CITY OF ATLANTIC BEACH, DUVAL COUNTY, FLORIDA.

"NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER."

REVISED FOR LOTS 2 AND 3 ONLY
AUGUST 16, 2005

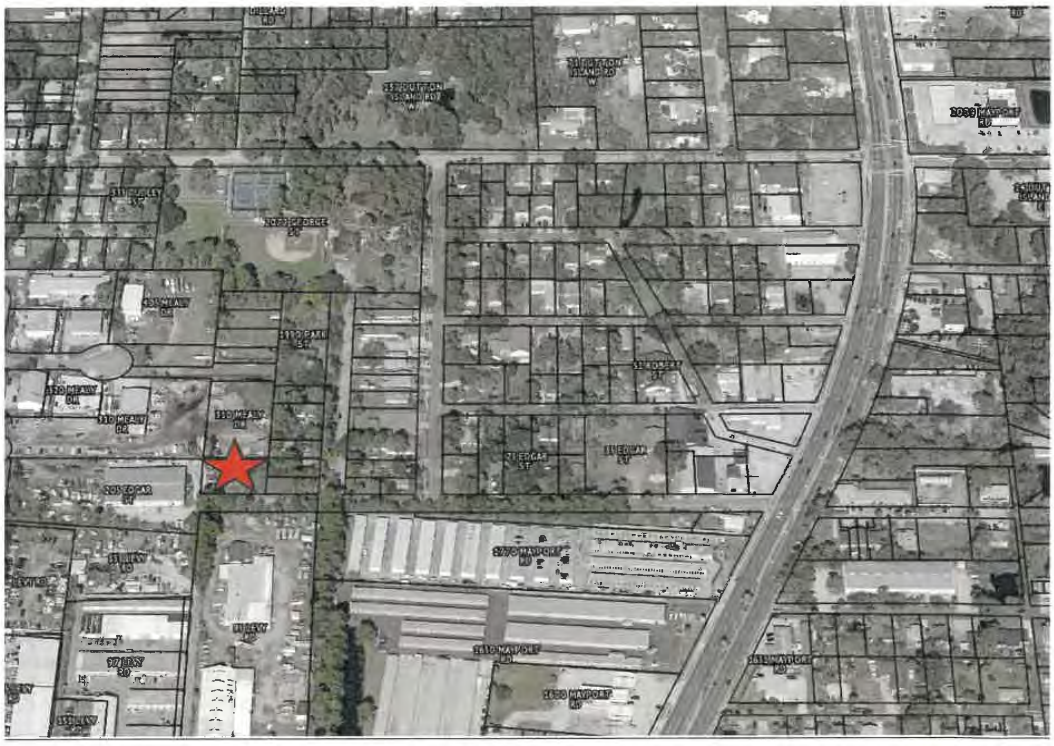
THIS MAP WAS MADE FOR THE BENEFIT OF MICHAEL D. PHILLIPS & JEFFREY D. KLOTZ; ATTORNEYS' TITLE INSURANCE FUND, INC.; LAWRENCE E. HAYDEN, JR., ESQUIRE

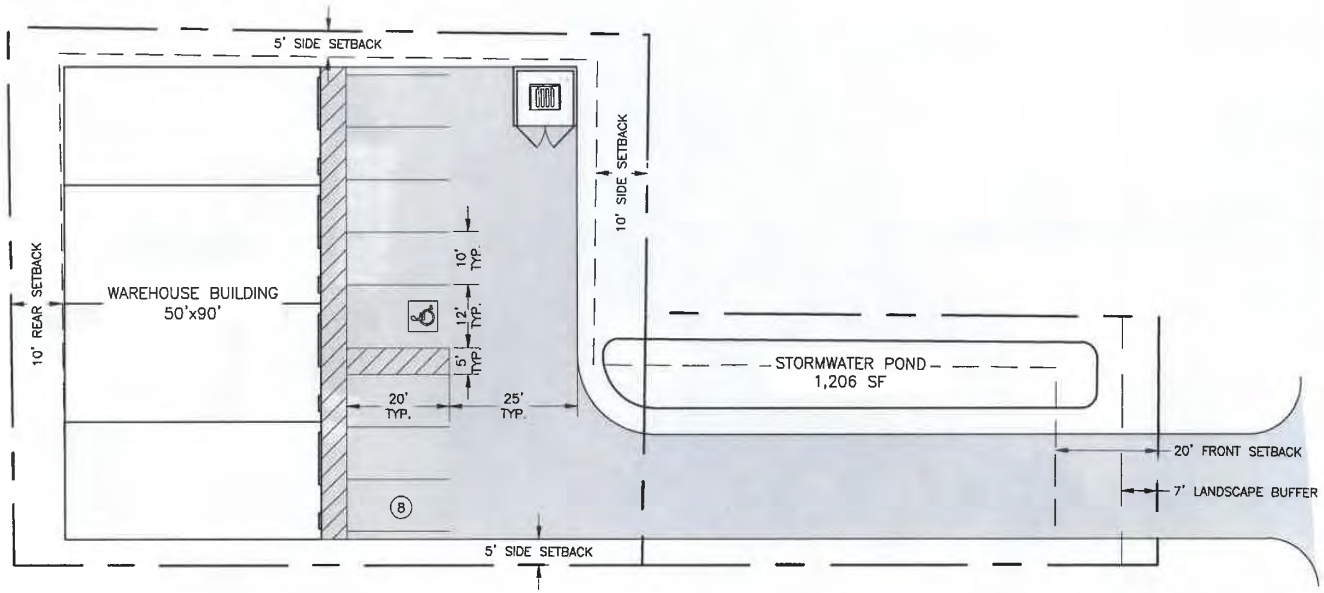
DONN W. BOATWRIGHT, P.S.M.
FLORIDA LIC. SURVEYOR and MAPPER No. LS 3295
FLORIDA LIC. SURVEYING & MAPPING BUSINESS No. LB 3672

CHECKED BY: [illegible]	**BOATWRIGHT LAND SURVEYORS, INC.**	DATE: AUGUST 8, 2005
DRAWN BY: AC	1500 ROBERTS DRIVE, JACKSONVILLE BEACH, FLORIDA 241-8550	SHEET 1 OF 1
FILE: 2005-1138		

XREF: 2004-0490/PHC

General Location Map





ZONING: LIGHT INDUSTRIAL & WAREHOUSING (LIW)
TOTAL SITE AREA = 17,408.81 SF
MAX IMPERVIOUS AREA = 70% (12,186.17 SF)
CURRENT IMPERVIOUS AREA = 11,944.74 SF (68.6%)
POND AREA = 1,205.96 SF (6.9% OF TOTAL SITE AREA, 10.1% OF IMPERVIOUS AREA)

W:\Projects\400110-00\Concepts\Working\ Edgar Street Warehouse Concept.dwg

EDGAR STREET WAREHOUSE

0 EDGAR STREET, ATLANTIC BEACH, FL 32233 **CONCEPT D**

PROJECT MANAGER:	CMW
DRAWN BY:	NMT
DATE:	2024-3-5

0 10 20
1 inch = 20 ft.

ALLIANT