City of Atlantic Beach

Final Agenda

Regular City Commission Meeting

Monday, May 11, 2026 - 6:00 p.m.
Commission Chamber
City Hall, 800 Seminole Road
Atlantic Beach, FL 32233

INVOCATION AND PLEDGE TO THE FLAG
CALL TO ORDER

Page(s)

1. APPROVAL OF MINUTES

* 1.A. Approve minutes of the Regular Commission Meeting held on April 27, 2026. 5 - 21
4-27-26 Regular City Commission Draft Minutes

2. COURTESY OF FLOOR TO VISITORS

2.A. National Public Works Week Proclamation 23
2026 National Public Works Week

PUBLIC COMMENT

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (May - July 2026) 25 - 28
90-Day Calendar (May - July 2026)

3.B. Tree Protection Code Update

3.C. Stormwater Master Plan Update

* 3.D. Marsh Oaks Community Center Update

3.E. Other Reports

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

4.A. City Manager Recruitment Update (Commissioner Bole)

4.B. Professional Municipal Clerks Week Proclamation (Mayor Ford) 29
2026 Professional Municipal Clerks Week

* 4.C. National Safe Boating Week Proclamation (Mayor Ford) 31
National Safe Boating Week Proclamation

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

6. CONSENT AGENDA

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE CITY COMMISSION AND WILL BE ENACTED BY ONE MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY. SUPPORTING DOCUMENTATION AND STAFF RECOMMENDATIONS HAVE BEEN PREVIOUSLY SUBMITTED TO THE CITY COMMISSION ON THESE ITEMS.

6.A. Approve Resolution No. 26-63. 33 - 39

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, ASSIGNING A TASK AUTHORIZATION TO GEOSYNTEC CONSULTANTS, INC. FOR PROFESSIONAL SERVICES TO DESIGN, PERMIT, AND SUPPORT THE BIDDING PHASE OF SIX DUNE WALKOVERS; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

Resolution No. 26-63

7. COMMITTEE REPORTS

None.

8. ACTION ON RESOLUTIONS

* 8.A. **RESOLUTION NO. 26-69** 41 - 46

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF JACKSONVILLE AND THE CITY OF ATLANTIC BEACH FOR THE USE OF A DISASTER DEBRIS MANAGEMENT SITE; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

Resolution No. 26-69

9. ACTION ON ORDINANCES

None.

10. MISCELLANEOUS BUSINESS

None.

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

12. CLOSING COMMENTS BY CITY COMMISSIONERS AND CITY MANAGER

13. ADJOURNMENT

This meeting will be live-streamed and videotaped. The video recording will be posted within four business days on the City's website. To access live or recorded videos, 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
Regular City Commission Meeting
Monday, April 27, 2026 - 6:00 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 6:00 PM. DCC Nichols called the roll.

ATTENDANCE:

Present:	Curtis Ford, Mayor - Seat 1 (At Large)
	Bruce Bole, Commissioner - Seat 2 (District 1308)
	Thomas Grant, Commissioner - Seat 3 (District 1307)
	Candace Kelly, Commissioner - Seat 4 (District 1306)
	Jessica Ring, Commissioner - Seat 5 (District 1312)
Also Present:	Kevin Hogencamp, Interim City Manager (CM)
	Jason Gabriel, City Attorney (CA)
	Ladayija Nichols, Deputy City Clerk (DCC)
	Amanda Askew, Neighborhoods Department Dir. (NDD)
	Bob Blanco, Human Resources Director (HRD)

Mayor Ford introduced Ruby Rinaudo, a first-grade student from Atlantic Beach Elementary (ABE) School, who participated as Mayor for a Day. She received a certificate of recognition (which is attached hereto and made part of the official record as **Attachment A**) and shared several priorities, including the return of tires at Jack Russell Park, a Girl Scout House, a dedicated named tree, and a large sandbox. CM Kevin Hogencamp acknowledged the request regarding the tires and indicated that colorful plastic replacements would be installed.

4-27-26 Attachment A

1 APPROVAL OF MINUTES

1A. Approve minutes of the Joint Workshop of the City Commission and Environmental Stewardship Committee held on March 2, 2026.

The Commission approved the minutes as submitted.

1B. Approve minutes of the Commission Workshop on City Code Chapter 23 held on March 2, 2026.

The Commission approved the minutes as submitted.

1C. Approve minutes of the Priority Setting Workshop held on April 6, 2026.

DRAFT

The Commission approved the minutes as submitted.

1D. Approve minutes of the Regular Commission Meeting held on April 13, 2026.

The Commission approved the minutes as submitted.

2. COURTESY OF FLOOR TO VISITORS

PUBLIC COMMENT

The following speaker provided their comments:

Brinkley Harrell

The following individuals chose not to speak but submitted comment cards:

Bootsy Haas
Ashley Knebel

2.A. Police Chief Vic Gualillo 35 Year Anniversary Recognition

Mayor Ford presented Police Chief Vic Gualillo with a certificate recognizing 35 years of service to the City of Atlantic Beach (which is attached hereto and made part of the official record as **Attachment B**).

4-27-26 Attachment B

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (April - June 2026)

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

3.B. Public Works Department Update

CM Hogencamp reported on agenda items 3B - 3G as detailed in a handout (which is attached hereto and made part of this official record as **Attachment C**).

4-27-26 Attachment C

3.C. Drought Update

3.D. Police Department Annual Report

3.E. Right-of-Way Sign Removal Policy

3.F. Marsh Oaks Community Center

3.G. Other Reports

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

4.A. City Manager Recruitment Update (Commissioner Bole)

DRAFT

Commissioner Bole reviewed City Manager tenure history since 2013 and proposed appointing Interim CM Hogencamp as permanent City Manager under an amended Resolution 26-60 with a six-month review, citing experience and cost savings.

Discussion ensued and Mayor Ford noted the Commission's prior agreement to use an executive search firm, and discussion was deferred to Item 8.A.

Commissioner Kelly

- Reminded everyone about the town hall on May 2, 2026.

Commissioner Ring

- Noted the Beaches Museum's Atlantic Beach 100th birthday exhibit.
- Commented positively on the opening of Beaches float.
- Provided a legislative update on the upcoming special session, including redistricting, an AI bill, and a medical freedom bill, and noted property tax reform would not be included, which she flagged as a budget season consideration.

Commissioner Grant

- Announced the Beaches Town Center Agency golf tournament at Marsh Landing Country Club on May 4, 2026 with remaining spots and volunteer opportunities available.

Mayor Ford

- Noted an increase in residents voluntarily designating heritage trees, reflecting engagement ahead of the town hall.
- Presented a proclamation to Beaches Go Green in recognition of nearly a decade of environmental stewardship (which is attached hereto and made part of this official record as **Attachment D**). Mayor Ford encouraged residents to carry forward its mission and asked the organization's representatives to share plans for continuing its work going forward.

4-27-26 Attachment D

4.B. Landscape Architect Proclamation (Mayor Ford)

Mayor Ford read and presented the proclamation as outlined in the agenda packet to Sarah Dark.

4.C. Introduction of Atlantic Beach Elementary School Student Ruby Rinaudo as Mayor For a Day (Mayor Ford)

Addressed during call to order.

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

6. CONSENT AGENDA

6.A. Approve Resolution No. 26-56.

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, DESIGNATING A FORTY TWO INCH DIAMETER LIVE OAK TREE AT 1024

DRAFT

OCEAN BLVD. AS A HERITAGE TREE; AND PROVIDING AN EFFECTIVE DATE.

6.B. Approve Resolution No. 26-57.
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, DESIGNATING A FIFTY-INCH DIAMETER LIVE OAK TREE AT 1809 LIVE OAK LANE AS A HERITAGE TREE; AND PROVIDING AN EFFECTIVE DATE.

6.C. Approve Resolution No. 26-61.
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING A TEMPORARY CONSTRUCTION EASEMENT FROM THE SEASIDE OF ATLANTIC BEACH CONDOMINIUM ASSOCIATION FOR TEMPORARY NON-EXCLUSIVE EASEMENT FOR CONSTRUCTION AND RELATED PURPOSES AT THE SEASIDE CONDOMINIUMS, SUBJECT TO THE TERMS IN THE EASEMENT AGREEMENT; AUTHORIZING THE CITY MANAGER TO EXECUTE THE EASEMENT AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

6.D. Approve Resolution No. 26-62.
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING MAINTENANCE FOR THE CENTRIFUGE; AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Approve Consent Agenda Items 6.A. - 6.D. as written.

Motion: Bruce Bole
Second: Jessica Ring

Curtis Ford	***For***
Bruce Bole (Moved By)	***For***
Thomas Grant	***For***
Candace Kelly	***For***
Jessica Ring (Seconded By)	***For***

Motion passed 5 to 0.

7. COMMITTEE REPORTS

7.A. Arts, Recreation, and Culture Committee (ARCC) FY 2026-27 Priorities

NDD Askew presented as outlined in the agenda packet, and discussion ensued.

8. ACTION ON RESOLUTIONS

8.A. RESOLUTION NO. 26-60

DRAFT

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING A CONTRACT FOR CITY MANAGER EXECUTIVE SEARCH CONSULTANT SERVICES AND AUTHORIZING THE CITY ATTORNEY TO NEGOTIATE A CONTRACT AND FEE AGREEMENT WITHIN THE PARAMETERS OF THE PROPOSAL; AND AUTHORIZING THE MAYOR TO EXECUTE SAID AGREEMENT.

HRD Blanco answered questions.

Discussion ensued.

Staff was asked to prepare a cost comparison matrix for all eight proposals, detailing flat-rate fees and any additional charges, for review at the next discussion. Commissioners were encouraged to conduct individual due diligence and come prepared to share their top three firm preferences.

MOTION: Table Resolution No. 26-60 to the May 26, 2026 Commission meeting.

Motion: Jessica Ring
Second: Thomas Grant

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

Motion passed 4 to 1.

8.B. RESOLUTION NO. 26-64
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING BID NO. 2526-11: MULTI-YEAR CONTRACT FOR JANITORIAL SERVICES FOR CITY COMMUNITY CENTERS, SUBJECT TO THE PROVISIONS OF THIS RESOLUTION.

Discussion ensued.

MOTION: Adopt Resolution No. 26-64, amended to add a termination clause of not more than 30 days.

Motion: Bruce Bole
Second: Candace Kelly

Curtis Ford	***For***
Bruce Bole (Moved By)	***For***
Thomas Grant	***For***

DRAFT

Candace Kelly (Seconded By)	***For***
Jessica Ring	***For***

Motion passed 5 to 0.

8.C. RESOLUTION NO. 26-65

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, SELECTING DIG LOCAL NETWORK, INC., AS THE FARMERS MARKET OPERATOR; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND SIGN AN OPERATING AGREEMENT; PROVIDING FOR CONFLICTS; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Approve Resolution No. 26-65.

Motion: Thomas Grant
Second: Jessica Ring

NDD Askew answered questions and discussion ensued.

Motion passed unanimously 5 to 0.

MOTION: Adopt Resolution No. 26-65 to amend Section 2 to say the City Commission hereby authorizes the City Manager to negotiate an operating agreement with DIG Local Network Inc. for the management and operation of the market. Such operating agreement shall be brought to the City Commission for further approval.

Motion: Thomas Grant
Second: Bruce Bole

Curtis Ford	***For***
Bruce Bole (Seconded By)	***For***
Thomas Grant (Moved By)	***For***
Candace Kelly	***For***
Jessica Ring	***For***

Motion passed 5 to 0.

MOTION: Approve Resolution No. 26-65 as amended.

Motion: Thomas Grant
Second: Jessica Ring

Curtis Ford	***For***
Bruce Bole	***For***
Thomas Grant (Moved By)	***For***
Candace Kelly	***For***

DRAFT

Jessica Ring (Seconded By)	***For***

Motion passed 5 to 0.

8.D. RESOLUTION NO. 26-66

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AGREEING TO TERMS OF THE FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT WITH THE CITY OF JACKSONVILLE REGARDING FIRE AND RESCUE SERVICES; PROVIDING FOR REDUCED PAYMENTS; PROVIDING FOR QUARTERLY PAYMENTS; PROVIDING FOR A COMMENCEMENT AND EXPIRATION DATE FOR SAID REDUCED PAYMENTS; PROVIDING FOR THE CITY MANAGER TO EXECUTE CONTRACTS AND PURCHASE ORDERS TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

MOTION: Adopt Resolution No. 26-66.

Motion: Bruce Bole
Second: Candace Kelly

Discussion ensued

Curtis Ford	***For***
Bruce Bole (Moved By)	***For***
Thomas Grant	***For***
Candace Kelly (Seconded By)	***For***
Jessica Ring	***For***

Motion passed 5 to 0.

9. ACTION ON ORDINANCES

9.A. ORDINANCE NO. 20-26-182, Public Hearing and Final Reading

AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF ATLANTIC BEACH, FLORIDA, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Approve Ordinance No. 20-26-182

Motion: Bruce Bole
Second: Candace Kelly

The public hearing was opened, there were no speaker and the public hearing was closed.

DRAFT

Curtis Ford	***For***
Bruce Bole (Moved By)	***For***
Thomas Grant	***For***
Candace Kelly (Seconded By)	***For***
Jessica Ring	***For***

Motion passed 5 to 0.

10. MISCELLANEOUS BUSINESS

None.

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

CA Gabriel

- Advised the Commission that information regarding ethics training and Form 1 would be provided at a later time.

12. CLOSING COMMENTS BY CITY COMMISSIONERS AND CITY MANAGER

Commissioner Bole

- Asked about time limits for Commissioner remarks. CA Gabriel cited Section 2-19, Rule 4, limiting members to two comments per question and five minutes per speaking turn, noting the rule may be applied as needed.

Commissioner Grant

- Noted that Beaches Watch will host a forum on May 6 at 7:00 p.m.

Commissioner Ring

- Acknowledged Beaches Go Green for a decade of community service and noted its final $60,000 donation to the North Florida Land Trust for the Boggy Creek property.

CM Hogencamp

- Noted that the June Beaches Watch meeting will focus on the Florida legislative session, with city managers from Atlantic Beach, Jacksonville Beach, and Neptune Beach in attendance.

Mayor Ford

- Concluded with an apology to Commissioner Bole for any offense taken and expressed appreciation for the Commission's collegiality.

13. ADJOURNMENT

The meeting adjourned at 8:14 PM.

Attest:

_____ _____

Ladayija Nichols, Deputy City Clerk Curtis Ford, Mayor

Date Approved:_____

DRAFT

CERTIFICATE

Of Recognition

This certificate is presented to

Ruby Rinaudo

Mayor for a Day

Representing

Atlantic Beach Elementary School

APRIL 27, 2026

Curtis Ford, Mayor

CITY OF ATLANTIC BEACH


35
YEARS OF SERVICE
with gratitude, we thank
Vic Gualillo
for his dedicated service to the City of Atlantic Beach
CURTIS FORD
Mayor
KEVIN HOGENCAMP
Interim City Manager

Attachment C to
4-27-26 Minutes

CITY OF ATLANTIC BEACH
OFFICE OF THE CITY MANAGER
800 Seminole Road
Atlantic Beach, Florida 32233
(904) 247-5817

City Manager's Community Update
Date: April 27, 2026
To: The Atlantic Beach Community & City Commission

From: Kevin Hogencamp, Interim City Manager/khogencamp@coab.us

This report provides an update on many of the primary administrative and community-focused initiatives underway in our office. Our office remains focused on maintaining momentum across key programming, infrastructure, environmental, and intergovernmental projects. City Manager's Community Updates, including related links, are available on the City's website and across official digital channels.

1. Public Works Department update.

Adam Thornton has resigned as Public Works Director and we wish him the best in his future endeavors. I am pleased to announce that Matt Krug has been promoted to the position of Public Works Deputy Director-Operations. During this transition, Matt will report directly to the City Manager. We will initiate a recruitment process for a new Public Works Director in the near future. The Public Works team continues to do exceptional work, and I have full confidence in Matt's leadership and the entire department's ability to keep our vital projects and day-to-day responsibilities moving forward without a hitch.

2. Drought Update

Duval County is facing its driest conditions recorded since 1872, prompting a mandatory countywide burn ban on all bonfires and open burning. The City of Atlantic Beach does not allow fires at Dutton Island Preserve, and to preserve the local aquifer, the St. Johns River Water Management District is mandating that residential irrigation be strictly limited to one specific day per week. Residents with odd-numbered addresses may water only on Saturdays, while even-numbered addresses are restricted to Sundays, with all irrigation prohibited between 10 a.m. and 4 p.m.

3. Police Department Annual Report

The 2025 Atlantic Beach Police Department Annual Report has been published and will be posted online this week. It highlights a year of significant operational success, including reaching full staffing levels for both sworn and civilian positions. The department achieved a 40% reduction in the overall crime rate, driven largely by a 43% decrease in property crimes

like theft and shoplifting. The department combined public education and helmet distribution with increased officer patrols and the development of specific safety protocols to address the unique challenges of e-bike and bicycle enforcement. Professionalism remains a core focus, as evidenced by the agency maintaining dual accreditation from both state law enforcement and telecommunications commissions. Community engagement was a primary theme, with the department hosting events for more than 1,000 residents and utilizing 1,401 hours of volunteer service.

4. Right-of-Way Sign Removal Policy

The City Manager's Office has issued a policy mandating that Public Works, Parks, and Utilities personnel remove unauthorized signs from public rights-of-way during their daily routines. Prioritizing medians and the areas between curbs and sidewalks, staff is directed to transport collected signs to the Public Works yard for disposal or recycling. To address recurring violations, employees must document repeat offenders, who will be notified by City staff – and cited if the violations continue.

5. Marsh Oaks Community Center

In anticipation of Commission approving a budget amendment at the April 27 meeting, staff has scheduled a pre-construction meeting for the parking lot construction project. Next on tap will be two community workshops to define the operational future of the community center. As the facility enters its final phase of renovation, the City will to its most valuable resource – our residents – to assist in developing a programming strategy. The community center and garden are slated to open in September.

6. Other Reports

- **May 2 Town Hall.** "Let's talk tree protection" is the theme of the quarterly Town Hall at 10 a.m. Saturday in the Commission Chamber. This is an opportunity for members to come together to share thoughts, ideas and concerns on any topic with the City Commission.
- **On the Calendar**
  - **Beaches WellFest.** The eighth annual Beaches WellFest, a free community health and wellness event, will take place on Saturday, May 2, from 8:30 a.m. to 2 p.m. at Johansen Park. This year, the event is partnering with Here Tomorrow, a mental health collaborative focused on suicide prevention and support.
  - **Tennis social.** The City will host its first recreational tennis social at 9 a.m. Saturday, May 2, at Jack Russell Park and is planning its summer youth tennis clinic in July.

Attachment C to
4-27-26 Minutes

CITY OF ATLANTIC BEACH

Mission

The place to be -- through exceptional public services.

2040 Vision

In Atlantic Beach, we have a strong sense of belonging and safety. Our citizens and government care deeply about community character, and we understand that unified support is required to preserve it. We are graced with the functional beauty of our beach, our marsh, and our tree canopy. Our shady streets and multi-use paths connect our welcoming neighborhoods and vibrant local businesses. Our city supports our diverse, multigenerational, socially linked community with green spaces, active lifestyles, parks, and programming.

City Commission Priorities

In 2018, the Atlantic Beach City Commission began undertaking an annual exercise that establishes priorities *for city government. This endeavor is facilitated by Atlantic Beach resident Linda Lanier, who volunteers her services.*

Attachment D to
4-27-26 Minutes

Proclamation of the City of Atlantic Beach

Honoring

Beaches Go Green

WHEREAS, since its founding in 2018, Beaches Go Green has served as a transformative force in Northeast Florida, pioneering a deeper understanding of environmental stewardship by connecting the dots between the health of our oceans and the health of our bodies, empowering our citizens to recognize that the choices we make for the Earth are, ultimately, the choices we make for ourselves; and

WHEREAS, founded by Anne Marie Moquin, the organization has been consistently recognized for its excellence, receiving dozens of prestigious awards from municipal partners and esteemed organizations, underscoring a tireless commitment to creating lasting, positive change; and

WHEREAS, the organization has successfully mobilized a massive movement of advocacy, recording more than 53,000 volunteer service hours valued at more than $1.63 million, and removing a staggering 32,000 pounds of litter and 773,000 cigarette butts from our local ecosystems; and

WHEREAS, Beaches Go Green has been a vital partner to the City of Atlantic Beach, notably through cleanups and communication education projects, including creation of the "Protect Our Beaches" rack card, a collaborative educational tool designed to empower residents and visitors with the knowledge to preserve our fragile coastal environment; and

WHEREAS, the organization's mission of "Healthy Planet, Healthy You" bridged the gap between personal wellness and environmental health, distributing more than 37,000 reusable bottles and inspiring us to move beyond the traditional "4 R's" to embrace the "4 E's": Examine, Eliminate, Embrace, and Elevate; and

WHEREAS, as Beaches Go Green concludes its nonprofit operations, it leaves a profound final legacy by donating over $60,000 to the North Florida Land Trust to protect four acres of vital land along Bogey Creek, ensuring a permanent sanctuary for native wildlife and our citizens; and

NOW, THEREFORE, I, Curtis Ford, Mayor of the City of Atlantic Beach, express my heartfelt appreciation to **BEACHES GO GREEN** for nearly a decade of transformative service to our community and to our world. I encourage all residents to carry forward the ripple effect of their mission: to choose better, live with intention, and protect the natural beauty and health of the planet and its people for generations to come.



IN WITNESS WHEREOF, I have set my hand and caused the Official Seal of the City of Atlantic Beach to be affixed this 27th day of April 2026.

Curtis Ford, Mayor

Proclamation of the City of Atlantic Beach

in Recognition of

National Public Works Week

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs including streets and stormwater infrastructure, beaches, water supply, wastewater and water treatment, solid waste management, parks and facility maintenance, landscape and beautification efforts; and

WHEREAS, the health, safety, and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skill of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel, who staff the public works department, is materially influenced by the people's attitude and understanding of the importance of the work they perform; and

WHEREAS, this year's theme **"Rooted in Service, Powered by Community"** speaks to the essential nature of public works services in support of everyday quality of life.

NOW, THEREFORE, I, Curtis Ford, by virtue of the authority vested in me as Mayor of the City of Atlantic Beach, Florida, do hereby proclaim the week of May 17th through May 23rd, 2026 as

NATIONAL PUBLIC WORKS WEEK

in the City of Atlantic Beach, and call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works; and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

IN WITNESS WHEREOF, I have set my hand and caused the Official Seal of the City of Atlantic Beach to be affixed this 11th day of May 2026.

_____

Curtis Ford, Mayor

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: April 30, 2026

MEETING DATE: May 11, 2026

BACKGROUND: 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.

Please note that the 2026 town hall meetings have been scheduled for:

- Saturday, July 18 at Gail Baker Community Center
- Saturday, October 17 in the Commission Chamber

BUDGET: None

RECOMMENDATION: Accept the 90-Day Calendar for May 2026-July 2026 by consensus

ATTACHMENT(S): City Commission 90-Day Calendar (May 2026-July 2026)

REVIEWED BY CITY MANAGER: 

CITY COMMISSION

May 2026

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2 Town Hall Meeting 10am WellFest 9am-2pm (Johansen Park)
3 Farmers Market 10 am-2 pm (Russell Park) Songwriters Concert 6 pm (Gulliford Hall)	4	5	6	7 Code Enfoncement Special Magistrate 2 pm Board Member Reception	8	9 Wild Wonders 11am (Dutton Island Preserve)
10 Farmers Market 10 am-2 pm (Russell Park)	11 City Commission 6:00 pm (Invoc-Kelly)	12 Arts, Recreation, Culture Committee 6 pm	13 Environmental Stewardship Cmte. 6 pm	14	15 Brush Up Paint Class 6pm (Adele Grage)	16
17 Farmers Market 10 am-2 pm (Russell Park)	18	19 Community Development Board 6 pm	20	21 NEFLC Dinner hosted by COAB Artist Reception 5 pm (Adele Grage)	22	23 Wild Wonders 11am (Dutton Island Preserve)
24 Farmers Market 10 am-2 pm (Russell Park) Acoustic Night 6 pm (Adele Grage)	25 City Offices Closed Memorial Day Memorial Day Ceremony 9 am (Beaches Veterans Memorial Park)	26 City Commission 6:00 pm (Invoc-Ring)	27 Environmental Stewardship Cmte. 6 pm	28 Pension Boards 6 pm Film Series - "The Biggest Little Farm" 6 pm (Adele Grage)	29 Blood Drive Noon-5pm	30 Line Dancing in the Park 2-4pm (Beaches Veterans Memorial Park)
31 Farmers Market 10 am-2 pm (Russell Park)						

CITY COMMISSION

June 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7 Farmers Market 10 am-2 pm (Russell Park) Songwriters Concert 6 pm (Gulliford Hall)	8 City Commission 6:00 pm (Invoc-Ford)	9 Arts, Recreation, Culture Committee 6 pm	10 Environmental Stewardship Cmte. 6 pm	11	12	13 Wild Wonders 11 am (Dutton Island Preserve) Movies in the Park – "Lilo and Stitch" 8pm (Bull Park)
14 Farmers Market 10 am-2 pm (Russell Park)	15	16 Community Development Board 6 pm	17	18 Artist Reception 6 pm (Adele Grage)	19 City Offices Closed Juneteenth Holiday	20
21 Farmers Market 10 am-2 pm (Russell Park)	22 City Commission 6:00 pm (Invoc-Bole)	23	24 Environmental Stewardship Cmte. 6 pm	25	26	27 Wild Wonders 11 am (Dutton Island Preserve)
28 Farmers Market 10 am-2 pm (Russell Park) Acoustic Night 6 pm (Adele Grage)	29	30				

CITY COMMISSION

July 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3 City Offices Closed Independence Day Holiday	4
5 Farmers Market 10 am-2 pm (Russell Park)	6	7	8 Environmental Stewardship Cmte. 6 pm	9 Code Enforcement Special Magistrate 2 pm	10	11 Centennial Celebration 10 am-2pm (Beaches Veterans Memorial Park)
12 Farmers Market 10 am-2 pm (Russell Park) Songwriters Concert 6 pm (Gulliford Hall)	13 City Commission 6:00 pm (Invoc-Grant)	14 Arts, Recreation, Culture Committee 6 pm	15	16 Artist Reception 5-8 pm (Adele Grage)	17	18 Town Hall Meeting 10 am (Gail Baker Community Center)
19 Farmers Market 10 am-2 pm (Russell Park)	20	21 Community Development Board 6 pm	22 Environmental Stewardship Cmte. 6 pm	23	24	25
26 Farmers Market 10 am-2 pm (Russell Park) Acoustic Night 6pm (Adele Grage)	27 City Commission 6:00 pm (Invoc-Kelly)	28	29	30	31	

Proclamation of the City of Atlantic Beach

in Recognition of

Professional Municipal Clerks Week

WHEREAS, the Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, the Office of the Professional Municipal Clerk is the oldest among public servants; and

WHEREAS, the Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, the Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, the Professional Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

NOW, **THEREFORE**, I, Curtis Ford, by virtue of the authority vested in me as Mayor of the City of Atlantic Beach, Florida, do hereby proclaim the week of May 3rd through May 9th, 2026 as

PROFESSIONAL MUNICIPAL CLERKS WEEK

in the City of Atlantic Beach, and further extend appreciation to our Professional Municipal Clerks, Donna Bartle and Ladayija Nichols, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

IN WITNESS WHEREOF, I have set my hand and caused the Official Seal of the City of Atlantic Beach to be affixed this 1st day of May 2026.

_____

Curtis Ford, Mayor

Proclamation of the City of Atlantic Beach

in Recognition of

National Safe Boating Week

WHEREAS, for tens of millions of Americans, boating continues to be a popular recreational activity. From coast to coast, people are taking to the water and enjoying time together boating, sailing, paddling and fishing; and

WHEREAS, safe boating begins with preparation, and, during National Safe Boating Week, the U.S. Coast Guard and its federal, state, and local safe boating partners encourage all boaters to explore and enjoy America's beautiful waters responsibly; and

WHEREAS, safe boating begins with preparation. The U.S. Coast Guard estimates that human error accounts for most boating accidents and that life jackets could prevent nearly 75 percent of boating fatalities; and

WHEREAS, through basic boating safety procedures – carrying lifesaving emergency distress and communications equipment, wearing life jackets, attending safe boating courses, participating in free boat safety checks, and staying sober when navigating – we can help ensure boaters on America's coastal, inland, and offshore waters stay safe throughout the year; and

WHEREAS, National Safe Boating Week is observed to bring attention to important life-saving tips for recreational boaters so that they can have a safer, more fun experience out on the water; and

WHEREAS, the Coast Guard reports that on average, more than 650 people die each year in boating-related accidents in the United States, and about three-quarters of these are fatalities caused by drowning; and

WHEREAS, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets.

NOW THEREFORE, I, Curtis Ford, Mayor of the City of Atlantic Beach, Florida, do hereby support the goals of the Safe Boating Campaign and proclaim May 16-22, 2026, as **NATIONAL SAFE BOATING WEEK** and the start of the year-round effort to promote safe boating, and encourage all who boat to practice safe boating habits and wear a life jacket at all times while boating.

IN WITNESS WHEREOF, I have set my hand and caused the Official Seal of the City of Atlantic Beach to be affixed this 11th day of May, 2026.

_____

Curtis Ford, Mayor

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution 26-63 to authorize the City to assign a Task Authorization to Geosyntec Consultants, Inc. for Dune Walkovers Design Services

SUBMITTED BY: Steve Swann, City Engineer

TODAY'S DATE: April 27, 2026

MEETING DATE: May 11, 2026

BACKGROUND: City staff have been working to secure a grant from NOAA for $1,080,000 to fund design and construction of six new dune walkovers. The grant start date will be October 1, 2026, but will cover pre-construction design expenses for 100% reimbursement. The City would like to complete the design phase and begin construction after October 31, 2026, to coincide with the end of sea turtle nesting season.

The City has a Professional Engineering Services Agreement with Geosyntec Consultants, Inc. in effect from June 24, 2025, to June 24, 2030. Geosyntec Consultants, Inc., prepared a proposal for professional services to design, permit, and support the bid phase of six walkovers for $61,299.00.

BUDGET: The total cost for the task authorization can be funded from the Capital Improvements Project PW2521 for New Beach Walkovers. There is currently $140,000.00 budgeted for this project in the FY2026 Budget.

RECOMMENDATION: Approve Resolution 26-63.

ATTACHMENTS: Resolution 26-63
Geosyntec Consultants, Inc. Proposal dated April 21, 2026

REVIEWED BY CITY MANAGER: Kevin Hogan

RESOLUTION NO. 26-63

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, ASSIGNING A TASK AUTHORIZATION TO GEOSYNTEC CONSULTANTS, INC. FOR PROFESSIONAL SERVICES TO DESIGN, PERMIT, AND SUPPORT THE BIDDING PHASE OF SIX DUNE WALKOVERS; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, City staff have been working to secure a grant from NOAA for $1,080,000 to fund design and construction of six new dune walkovers. The grant start date will be October 1, 2026, but will cover pre-construction design expenses for 100% reimbursement. The City would like to complete the design phase and begin construction after October 31, 2026, to coincide with the end of sea turtle nesting season; and

WHEREAS, The City has a Professional Engineering Services Agreement with Geosyntec Consultants, Inc. in effect from June 24, 2025, to June 24, 2030. Geosyntec Consultants, Inc., prepared a proposal for a Task Authorization for professional services to design, permit, and support the bid phase of six walkovers for $61,299.00; and

WHEREAS, the total cost for the Task Authorization can be funded from the Capital Improvements Project PW2521 for New Beach Walkovers. There is currently $140,000.00 budgeted for this project in the FY2026 Budget.

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

SECTION 1. The City Commission hereby approves assigning the Task Authorization to Geosyntec Consultants, Inc. to perform Dune Walkovers Design Services;

SECTION 2. The City Commission hereby authorizes the City Manager to execute the Task Authorization with Geosyntec Consultants, Inc. and approve a Purchase Order to said vendor in the amount of $61,299.00;

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

PASSED AND ADOPTED by the City of Atlantic Beach, this 11th day of May 2026.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

Proposal for Professional Services

City of Atlantic Beach Dune Walkovers

Prepared for:

City of Atlantic Beach

Address: 800 Seminole Road
Atlantic Beach, FL 32233

Attn: Steve Swann

Prepared by:

Geosyntec consultants

April 21, 2026

Important Notice: *The information contained in this document is proprietary to Geosyntec Consultants, Inc. and is intended solely for the lawful use of the persons named above; it must not be used for any other purpose other than its evaluation; and it must not be divulged to any other third party, in whole or in part, without the prior written permission of Geosyntec.*

Introduction

Geosyntec Consultants Inc. (Geosyntec) understands the City of Atlantic Beach (City; Client) desires to permit and install 6 new dune walkovers. The walkovers are located at 14th Street, 13th Street, 11th Street, 5th Street, 4th Street, and 1st Street. The locations are shown in Figure 1 below.



Figure 1 - Proposed Walkover Locations

The work anticipated by this proposal includes the design, permitting, and bid phase support for the 6 walkovers identified. Construction services, if requested, would be provided as a future authorization.

Task 1 – Topographic Survey

This task will include obtaining current topographic survey information at each of the 6 walkover locations. The surveys will include the existing walkovers, Erosion Control Line (ECL), Coastal Construction Control Line (CCCL), existing dune, beach profile to the MHW line, and vegetation limits adjacent to the walkover. Geosyntec will provide coordination with the surveyor and review their results for incorporation into our design and permit drawings.

Task 2 – Walkover Design

Under this task, Geosyntec will utilize previous walkover design experience coupled with previous City of Atlantic Beach walkover designs to develop a design drawing and specification package for all 6 walkovers. Geosyntec understands the City desires to have all new walkovers utilize only ramps versus stairs. Walkovers will be designed to connect to existing upland grade and infrastructure on the west end (similar location/grade to existing walkovers where present) and terminate 1 ft (typ.) below grade on the east end near the dune toe or edge of vegetation. The design drawings will include details required by FDEP such as vegetation lines, top and toe of dunes, CCCL line, and ECL. It is anticipated that FWC will require sea turtle exclusion fencing to prevent sea turtles from becoming stuck under the walkovers.

The design documents for each dune walkover will include plan and profile view drawing sheets, cover page, general notes, survey conditions, demolition plan, erosion and sediment control plan, an opinion of probable construction costs, itemized bid form, and technical specifications. It is assumed the City will provide any City standard technical specifications and requirements prior to bidding. Geosyntec will deliver a digital (PDF) 90% plans and specifications set for City review. Geosyntec will meet virtually with City staff to receive feedback to incorporate comments in the final set of documents.

After the City reviews and returns comments to Geosyntec, we will incorporate the comments into the 100% Construction Documents set, including the following typical sheets:

- Cover Page
- General Notes
- Survey Conditions
- Demolition Plan
- Plan and Profile sheets
- Structural details
- Erosion and Sediment Control Requirements
- Written Technical Specifications
- Opinion of Probable Construction Costs
- Proposed Project Bid Form

It is assumed that the City will administer project advertising and bidding, including generating of the front-end bid documents (notice to bidders, standard contract conditions, special/supplementary conditions, etc.). Stormwater outfalls and other upland site/civil improvements (pedestrian upland access and sidewalks, signage, parking, curb cuts, striping, etc.) and utilities improvements or relocations are not part of this scope.

Task 3 – CCCL Permitting

Following initiation of Task 2, Geosyntec will prepare a single FDEP coastal construction control line (CCCL) permit application addressing all 6 dune walkovers. While individual field permits can typically be issued for singular walkovers by FDEP, they have indicated a preference in cases of multiple walkovers to receive a single CCCL permit request for multiple minor structures. An estimated $500 CCCL permit application fee is included in Geosyntec's fee estimate as a reimbursable expense. The City will need to provide signatures, proof of ownership, and local letter of concurrence with zoning/building setbacks to accompany the application. It is noted that the full CCCL permit could take ~ 120 days to procure following submittal (FDEP has 90 days following a complete application to issue the permit). We will conduct a pre-application site meeting with FDEP's local field representative if required by FDEP. This task includes a budget allowance for Geosyntec to respond to one initial request for information (RAI) from FDEP to support the permit request. Any additional or extended RAIs or additional surveys or studies would require additional scope and fees.

Task 4 – Bid Phase Services

It is assumed that bid documents will be distributed digitally and administered by the City. Geosyntec will respond to Bidder technical requests for additional information by providing the City with technical input for bid addenda as necessary. Once bids are received, we will support the City with a technical review of the bids, and provide the City with input to a recommendation of award letter. An in-person prebid meeting, support for issuance of the final contract for construction, and construction phase services are not included in this scope.

Professional Fees

Please see attached fee table. It is assumed Tasks 1 through 4 will be invoiced on a lump sum percent complete basis.

Notes

1. *All deliverables will be provided in digital PDF format, unless otherwise noted in the scope.*
2. *Local (City) building permits to be obtained by selected contractor.*
3. *Construction phase services are not included in this proposal.*
4. *Meetings and site visits other than those identified herein are excluded.*
5. *Design or permitting related to stormwater outfalls and other upland site/civil improvements (pedestrian upland access and sidewalks, signage, parking, curb cuts, striping, etc.) and utilities improvements or relocations are excluded.*
6. *Significant walkover design modifications due to unforeseen regulatory permitting requirements would require additional authorization.*

Prepared For:
City of Atlantic Beach
Design & Permitting for 6 Dune Walkovers
Proposal for Professional Engineering Services

Job Title	Senior Principal	Project Professional	Professional	Staff Professional	Admin	Subconsultant	Direct Costs*	TOTALS
Hourly Rate	$310.45	$175.64	$152.84	$143.06	$80.31			
	Hours $	Hours $	Hours $	Hours $	Hours $			Hours $
Task 1			4.0	4.0	2.0			10
Topographic Survey	$0	$0	$611	$572	$161	$7,500	$0	$8,844
Task 2	8.0	12.0	69.0	67.0	6.0			162
Final Design	$2,484	$2,108	$10,546	$9,585	$482	$8,400	$85	$33,689
Task 3	4.0	6.0	21.0	23.0	4.0			58
CCCL Permitting	$1,242	$1,054	$3,210	$3,290	$321		$550	$9,667
Task 4	4.0	4.0	26.0	13.0	4.0			51
Bid Phase Services	$1,242	$703	$3,974	$1,860	$321	$1,000	$0	$9,099
TOTAL	**16** **$4,967**	**22** **$3,864**	**120** **$18,341**	**107** **$15,307**	**16** **$1,285**	**$16,900**	**$635**	281 **$61,299**

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 26-69 authorizing a Memorandum of Understanding (MOU) with the City of Jacksonville for Disaster Debris Management Site Usage.

TODAY'S DATE: May 6, 2026

COMMISSION MEETING DATE: May 11, 2026

SUBMITTED BY: Kevin Hogencamp, Interim City Manager KH

BACKGROUND:

Effective and timely debris management is essential to ensure public safety and the restoration of critical services following such events. In previous emergencies, the City of Jacksonville (COJ) allowed the City of Atlantic Beach (COAB) to utilize COJ's Girvin Road landfill site for debris management in an unofficial manner. However, as a result of Senate Bill 180, formal agreements must now be put into place to govern these arrangements.

This agreement ensures that COAB has a designated location for the staging, processing, and temporary storage of disaster-related debris, promoting efficiency and mutual aid between the two municipalities.

RECOMMENDATION:

Staff recommends that the City Commission approve Resolution No. 26-69.

PUBLIC OUTREACH:

- Website

RECOMMENDATION: Staff recommends the City Commission adopt Resolution No. 26-66.

ATTACHMENT:

- Resolution No. 26-69 with Exhibit A - Memorandum of Understanding (MOU) with the City of Jacksonville for Disaster Debris Management Site Usage.

REVIEWED BY CITY MANAGER: Kevin Hogencamp

RESOLUTION NO. 26-69

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF JACKSONVILLE AND THE CITY OF ATLANTIC BEACH FOR THE USE OF A DISASTER DEBRIS MANAGEMENT SITE; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the northeast coast of Florida is subject to disaster-related events that create dangerous conditions and produce debris threatening the safety of citizens, and the City of Atlantic Beach and the City of Jacksonville recognize the importance of effective and timely debris management following such events to ensure public safety and the restoration of critical services; and

WHEREAS, the City of Jacksonville owns a landfill on Girvin Road used as a temporary debris management site and has expressed a desire to provide said site to Atlantic Beach during a major disaster; and

WHEREAS, the City of Atlantic Beach desires to utilize this site for staging, processing, and temporarily storing disaster-related debris to promote efficiency and mutual aid between the municipalities; and

WHEREAS, the City of Atlantic Beach finds that entering into this Memorandum of Understanding is in the best interest of the health, safety, and welfare of its residents.

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

SECTION 1. The above recitals are true and correct and are incorporated herein.

SECTION 2. The Atlantic Beach City Commission hereby authorizes the execution of the Memorandum of Understanding (EXHIBIT A) between the City of Jacksonville and the City of Atlantic Beach for the use of the Disaster Debris Management Site.

SECTION 3. The City Manager is authorized to execute any contracts, agreements, and purchase orders necessary to effectuate the provisions of this Resolution and the associated Memorandum of Understanding.

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

PASSED AND ADOPTED by the City of Atlantic Beach, this 11th day of May 2026.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

EXHIBIT A

MEMORANDUM OF UNDERSTANING
BETWEEN
CITY OF JACKSONVILLE
AND
CITY OF ATLANTIC BEACH
FOR
USE OF DISASTER DEBRIS MANAGEMENT SITE

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made and entered into this ____ day of _____, 2025, by and between the **CITY OF JACKSONVILLE**, a consolidated municipal corporation and political subdivision existing under the Constitution and laws of the State of Florida (the "City"), and the **CITY OF ATLANTIC BEACH**, a municipal corporation within the General Services District ("Atlantic Beach") for the use of City's Disaster Debris Management Site for staging, processing, and/or temporarily storing disaster-related debris following a debris-generating event.

RECITALS:

WHEREAS, the northeast coast of Florida is subject to disaster-related events which create dangerous conditions and produce debris that are threats to the safety of the citizens of the area; and

WHEREAS, both City and Atlantic Beach recognize the importance of effective and timely debris management following disaster events to ensure public safety, the protection of property, and the restoration of critical services; and

WHEREAS, City is the owner of a landfill on Girvin Road used as a temporary debris management site (the "Site"); and

WHEREAS, Atlantic Beach desires to use the Site for staging, processing, and/or temporarily storing disaster-related debris following a debris-generating event; and

WHEREAS, because sharing debris management resources promotes efficiency, cost-effectiveness, and mutual aid between municipalities, City desires to provide the Site to Atlantic Beach in the time of a major disaster for management of debris; and

WHEREAS, in an Administrative Award Bid No. POA- -25 dated October __, 2025, the City's Procurement Division authorized the execution of this MOU; now therefore,

IN CONSIDERATION of the premises and the terms set forth herein and of other good and valuable consideration acknowledged by the parties to be sufficient, the parties agree to the following provisions, terms, and conditions:

1. **Recitals:** The above-stated recitals are accurate, true, and correct and are incorporated herein and made part hereof by this reference.

2. **Emergency Disaster Status:** A major disaster means an occurrence or the imminent threat thereof of severe injury or loss of life or property resulting from any natural or man-made cause such

as fire, flood, earthquake, hurricane, tornado, tidal wave, windstorm, explosion, or serious accident, as may be determined by the appropriate City or Atlantic Beach officials.

3. **Notice and Permission to Occupy:** Upon the occurrence of a major disaster, as determined by City, and also upon City's determination that Atlantic Beach is in need of assistance in handling disaster-related debris, City shall permit Atlantic Beach to use the Site for managing disaster debris. This MOU will be activated upon the mutual written consent of City and Atlantic Beach following a qualifying debris-generating event impacting Atlantic Beach, or upon an existing county, regional, or state declaration of an emergency. City may revoke such permission and require Atlantic Beach to vacate the Site if conditions deteriorate and become unsuitable for occupation or use of the Site in City's sole discretion.

4. **Scope of Use:** Atlantic Beach may use the Site for staging, sorting, processing, and temorarily storing eligible disaster debris in accordance with applicable FEMA Public Assistance Program and Policy Guide (PAPPG) requirements, environmental regulations, and local ordinances. Hazardous materials, prohibited waste, and non-disaster-related debris will not be accepted without City's prior written approval.

5. **Length Of Use; Vacating The Facilities:**

a. This Agreement will apply for the duration of a major disaster or threat of a major disaster, not to exceed five (5) calendar days. In the event a disaster so disrupts the community that a longer disaster response period is needed, then both parties will in good faith attempt to negotiate an agreement that provides a level of service that allows both parties to achieve their objectives. City reserves the right to limit said duration if it determines conditions so warrant.

b. At the end of the time period as determined above, Atlantic Beach shall vacate the Site and return it to City in the same condition in which it was when provided to it. This provision applies only to correction of any condition directly caused by Atlantic Beach or its agents or otherwise directly related to use of the Site by Atlantic Beach. While on City's premises, Atlantic Beach shall be responsible for the proper oversight and supervision of its employees to ensure appropriate professional behavior. Any costs associated with damages caused by Atlantic Beach's employees or with excess cleaning or repair that is required that arises from their use of the Site shall be the responsibility of Atlantic Beach. Such costs shall be payable by Atlantic Beach upon City's demand.

6. **Operational Responsibilities:**

a. Atlantic Beach will:

i. Provide all labor, equipment, and materials necessary for transporting, unloading, processing, and removing debris from the Site.

ii. Ensure all activities comply with federal, state, and local environmental, safety, and permitting requirements.

iii. Track and document all debris quantities and related activities for reimbursement and compliance purposes. Cost-sharing or remimbursement arrangements, if applicable, will be documented in a separate written agreement or amendment to this MOU.

iv. Be responsible for all costs associated with its debris management activities at the Site.

b. City will:

i. Provide access to the Site and designate an authorized point of contact for operational coordination.

ii. Communicate any Site-specific operational restrictions or requirements.

5. **Basic Assumptions for Both Parties:** Permission to occupy the premises is expressly contingent on suitable conditions existing for the City, as well as suitable conditions that would permit City's personnel to travel to and from the Site (i.e. curfews, evacuation orders, etc.). Should City personnel not be available, permission will not be given to Atlantic Beach to occupy the premises. Further, City may revoke such permission and require Atlantic Beach to vacate the premises if conditions deteriorate and become unsuitable in City's sole discretion.

6. **Official Representatives:** Atlantic Beach's representative for purposes of this Agreement shall be Rick Carper, P. E., Interim Publlic Works Director (904-247-5834; rcarper@coab.us). City's representative for the purposes of this Agreement shall be Scott Carter, P. E., City's Chief of Engineering and Construction Management (904-255-8710; SCarter1@coj.net).

7. **Termination of Agreement:** Either party may terminate this Agreement for no cause with 30 days' written notice.

8. **Governing Laws:** This Agreement is governed by the laws of the State of Florida, and any provisions herein in conflict therewith shall be void and of no effect. Venue for all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the state or federal courts located in Duval County, Florida. This choice of venue is intended by the parties to be mandatory. Each party waives any right it may have to assert the doctrine of *forum non conveniens* or similar doctrine or to object to venue with respect to any proceeding brought in accordance with this Section.

9. **Maximum Indebtedness:** As required by Section 106.431, *Ordinance Code*, City's maximum indebtedness for all products and services under this MOU is ZERO AND 00/100 DOLLARS ($0.00).

10. **Term:** The term of this MOU shall commence on the Effective Date and continue in full force and effect for three (3) years through _____, 2028.

11. **Indemnification and Insurance:**

a. Atlantic Beach shall indemnify, defend, and hold harmless City, its officers, employees, and agents from any claims, damages, or liabilities arising from its operations at the Site except to the extent caused by the gross negligence or willful misconduct of City.

b. Atlantic Beach shall maintain appropriate insurance coverage, including general liability and workers' compensation, and provide proof of coverage upon request.

IN WITNESS WHEREOF, the authorized representatives have executed this Memorandum of Understanding on the date first above written.

ATTEST:

By: _____
James R. McCain, Jr.
Corporation Secretary

CITY OF JACKSONVILLE

By: _____
Donna Deegan
Mayor

WITNESS:

By: _____

_____
Print/Type Name

_____
Title

CITY OF ATLANTIC BEACH

By: _____

_____
Print/Type Name

_____
Title

Form Approved:

_____
Office of General Counsel

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