City of Atlantic Beach

Amended Agenda

Regular City Commission Meeting

Monday, August 10, 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 July 13, 2026. 7-13-26 Regular City Commission Draft Minutes	5 - 50
	1.B.	Approve minutes of the Town Hall held on July 18, 2026. 7-18-26 Town Hall Draft Minutes	51 - 52
*	1.C.	Approve minutes of the Budget Workshop held on July 20, 2026. 7-20-26 Budget Workshop Draft Minutes	53 - 72
2.		**COURTESY OF FLOOR TO VISITORS**	
		PUBLIC COMMENT	
3.		**CITY MANAGER REPORTS**	
	3.A.	Accept the 90-Day Calendar (July - August 2026) 90 Day Calendar (July-August 2026)	73 - 76
*	3.B.	Monthly Building Report June 2026 Building Report	77
	3.C.	Safety, Traffic and Parking Committee Recommendations	
	3.D.	Tree Dashboard (AB Trees)	
	3.E.	Tree Protection Code Update (Phase 2)	
	3.F.	Marsh Oaks Community Center Update	
	3.G.	Youth Council-Proposed Changes Proposed Changes	79 - 93
	3.H.	FY 2026-27 Budget Planning Report	
	3.I.	Other Reports	
4.		**REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS**	

* 4.A. Chapter 24 Discussion - Lot Size (Commissioner Ring) 95 - 112
Chapter 24 Discussion

* 4.B. DG Market Proposal (Mayor Ford) 113 - 125
DG Market Propsal

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. 26-94.** 127 - 131
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, WASTEWATER TREATMENT PLANT NEW MIXER FOR TANK #3; 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. 26-94

6.B. **Approve Resolution No. 26-95.** 133 - 139
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING CHANGE ORDER #4 FOR BID NO. 2526-05 MARY STREET DRAINAGE IMPROVEMENTS PROJECT; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.
Resolution No. 26-95

* 6.C. **Approve Resolution No. 26-99.** 141 - 155
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING THE NEW FLORIDA DEPARTMENT OF TRANSPORTATION MAINTENANCE AGREEMENT, AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE
Resolution No. 26-99

7. COMMITTEE REPORTS

7.A. Environmental Stewardship Committee Semi-Annual Report 157 - 163

Environmental Stewardship Committee Semi-Annual Report

8. ACTION ON RESOLUTIONS

8.A. **RESOLUTION NO. 26-93** 165 - 169

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING BID NO. 2526-13 FOR WATER TREATMENT PLANT #1 INTERIOR PAINTING OF GROUND STORAGE TANKS; 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. 26-93

8.B. **RESOLUTION NO. 26-96** 171 - 179

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING STREET SWEEPING TRUCK LEASE PURCHASE; 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. 26-96

8.C. **RESOLUTION NO. 26-98** 181 - 189

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 2026-27 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. 26-98

* 8.D. **RESOLUTION NO. 26-101** 191 - 195

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING AND ADOPTING THE CITY MANAGER SEARCH AND SELECTION POLICY; AUTHORIZING THE CITY MANAGER TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

Resolution No. 26-101

9. ACTION ON ORDINANCES

* 9.A. **ORDINANCE NO. 20-26-183, Introduction and First Reading** 197 - 199

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.
Ordinance No. 20-26-183

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, July 13, 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. CC Bartle 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, City Manager (CM)
	Jason Gabriel, City Attorney (CA)
	Donna Bartle, City Clerk (CC)
	Ladayija Nichols, Deputy City Clerk (DCC)
	Amanda Askew, Neighborhoods Department Dir. (NDD)
	Chris Delk, City Arborist

1 APPROVAL OF MINUTES

1A. Approve minutes of the Regular Commission Meeting held on June 22, 2026.

The Commission approved the minutes as submitted.

1B. Approve minutes of the Budget Workshop held on June 29, 2026.

The Commission approved the minutes as submitted.

2. COURTESY OF FLOOR TO VISITORS

2.A. FY25 Audit Report Presented by Purvis Gray
Link to Audit Report

Kevin Smith and Ron Whitesides of Purvis Gray presented the Fiscal Year 2025 audit report as detailed in the agenda packet and answered questions from the Commission.

PUBLIC COMMENT

The following speakers provided their comments:

DRAFT

Katherine Rowe
Holly Waters submitted a letter (which is attached hereto and made part of this official record as **Attachment A**).
Carolyn Zisser
Ingrid McAuley
Amy Franqui
Mark Gabrynowicz
Bruce Andrews
Lisa Herrold
Georgia Goldman
Sarah Milo
Dr. Nancy Staats
Tom Melba
7-13-26 Attachment A

3. CITY MANAGER REPORTS

3.A. Accept the 90-Day Calendar (July - September 2026)

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

3.B. Building Department Monthly Activity Report

CM Hogencamp reported on agenda items 3B - 3E as detailed in a handout (which is attached hereto and made part of this official record as **Attachment B**) and answered questions from the Commission.
7-13-26 Attachment B

3.C. FY 2026-27 Budget Strategy

3.D. Marsh Oaks Community Center Update

3.E. Other Reports

4. REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS

Commissioner Bole

- Expressed appreciation to staff for their efforts in organizing the city's Centennial Celebration and commended the event's execution.

Commissioner Kelly

- Shared positive feedback on the planning and layout of the Centennial Celebration, noting that the event spaces were well positioned to help mitigate the summer heat.

Commissioner Ring

- Expressed appreciation for a recent Beaches Gazette article on Mayport Road and encouraged residents to read it for additional context on current traffic conditions. She also requested consideration of warnings, rather than citations, for drivers adjusting to the new traffic pattern.

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- Regarding the Live Local Act, she thanked the City Attorney for preparing a resolution supporting a legislative amendment to allow coastal municipalities to opt out of the Act.
- Discussed the proposed City Manager search protocol as detailed in the agenda, noting it is intended as a flexible guide. The City Attorney advised that adoption by resolution as a policy was more appropriate than a Code amendment. CM Hogencamp indicated that he would incorporate Commission feedback and return the item at the next meeting as a resolution for consideration.

Commissioner Grant

- Commended the organization of the Centennial Celebration and recognized CM Hogencamp for his contributions to the event's success.

Mayor Ford

- Expressed appreciation for the Centennial Celebration and read a proclamation from Jacksonville Mayor Donna Deegan recognizing July 11, 2026, as Atlantic Beach Centennial Celebration Day in Jacksonville (which is attached hereto and made part of this official record as **Attachment C**).

4.A. Protocol for City Manager Search and Selection (Commissioner Ring)

Discussed during Commissioner reports.

7-13-26 Attachment C

5. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

None.

6. CONSENT AGENDA

6.A. Approve Resolution No. 26-84.

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE AGREEMENT FOR THE DONNER ROAD LIFT STATION SERVICE AREA REPAIRS; 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.

6.B. Approve Resolution No. 26-86.

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING THE DISASTER DEBRIS MONITORING CONTRACT TO DEBRIS TECH, LLC; 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.

6.C. Approve Resolution No. 26-88.

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING A CHANGE ORDER FOR THE PUBLIC UTILITIES WATER TREATMENT PLANT #2 UPGRADES PROJECT; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE

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PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

MOTION: Approve Resolution No. 26-84, Approve Resolution No. 26-86, and Approve Resolution No. 26-88.

Motion: Bruce Bole
Second: Candace Kelly

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

Motion passed 5 to 0.

7. COMMITTEE REPORTS
None.

8. ACTION ON RESOLUTIONS

8.A. RESOLUTION NO. 26-87
A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, ASSIGNING A TASK AUTHORIZATION TO HANSON PROFESSIONAL SERVICES FOR THE DESIGN OF THE SANDPIPER LANE SIDEWALK IMPROVEMENTS PROJECT; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACTS AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE

MOTION: Approve Resolution (No.) 26-87.

Motion: Bruce Bole
Second: Candace Kelly

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

Motion passed 5 to 0.

8.B. RESOLUTION NO. 26-91

DRAFT

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AUTHORIZING THE RENEWAL OF AN EMAIL SECURITY AND COMPLIANCE SERVICE, BACKUP SERVER APPLIANCE SUBSCRIPTIONS, AND A WEB SECURITY GATEWAY SUBSCRIPTION THROUGH NH&A AT A TOTAL PRICE OF $36,496.10 WITH FUNDS ALLOCATED IN THE FISCAL YEAR 2025-26 BUDGET (ACCOUNT NO. 001 1011 516 46 00); 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.

MOTION: Approve Resolution (No.) 26-91.

Motion: ***Bruce Bole***
Second: ***Candace Kelly***

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

Motion passed 5 to 0.

8.C. RESOLUTION NO. 26-92

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, EXPRESSING SUPPORT FOR A LEGISLATIVE AMENDMENT TO SECTION 166.04151, FLORIDA STATUTES (THE "LIVE LOCAL ACT"), TO PROVIDE A NARROWLY TAILORED OPT-OUT PROVISION FOR SMALL, GEOGRAPHICALLY CONSTRAINED COASTAL BARRIER ISLAND MUNICIPALITIES; AUTHORIZING THE MAYOR TO EXECUTE AND TRANSMIT A LETTER OF SUPPORT TO STATE REPRESENTATIVE KIYAN MICHAEL; DIRECTING TRANSMITTAL; AND PROVIDING AN EFFECTIVE DATE.

CA Gabriel distributed and explained an amended version with red-lined changes (which is attached hereto and made part of this official record as **Attachment D**).

7-13-26 Attachment D

MOTION: Approve Resolution No. 26-92 as amended.

Motion: ***Jessica Ring***
Second: ***Thomas Grant***

Discussion ensued.

DRAFT

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

Motion passed 5 to 0.

9. ACTION ON ORDINANCES

9.A. ORDINANCE NO. 95-26-128, Public Hearing and Final Reading

AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, DUVAL COUNTY, FLORIDA, AMENDING CHAPTER 23, PROTECTION OF TREES AND NATIVE VEGETATION, OF THE CODE OF ORDINANCES; AMENDING ARTICLE II, LANGUAGE AND DEFINITIONS, SECTION 23-8, DEFINITIONS, TO ADD A DEFINITION FOR LANDMARK TREE; AMENDING ARTICLE IV, DIVISION 5, AREAS OF SPECIAL CONCERN, TO CREATE SECTION 23-42, LANDMARK TREES, ESTABLISHING REGULATIONS, PRESERVATION STANDARDS, REMOVAL CRITERIA, RELOCATION REQUIREMENTS, AND MITIGATION REQUIREMENTS FOR LANDMARK TREES; PROVIDING FOR FINDINGS OF FACT, CODIFICATION, APPLICABILITY, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

NDD Askew presented examples comparing how properties would be evaluated under the existing code and the proposed ordinance (which is attached hereto and made part of this official record as **Attachment E**). She and City Arborist Delk answered questions from the Commission. Staff was directed to further research the cost and feasibility of tree relocation, including municipal examples and contractor estimates, and return with a report. Staff was also directed to address remaining gaps in the ordinance.

The Public Hearing was opened. The following speakers provided their comments:

E.K. Cottrell
Katherine Rowe
Holly Waters
Sarah Boren
Mark Gabrynowicz
Carolyn Zisser
Brinkley Harrell
Amy Palmer
Ellen Glasser

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

Steve Piscitelli

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Peggy Grant
Lynda Taylor
Charlie Murray
Gretchen Deters-Murray
James Waters
Katherine McCawley
Sarah McCawley
Pete McCawley
Maria Cuesta
Ellen Golombek
Emily McCarthy
Marisa Carbone

Discussion ensued.

7-13-26 Attachment E

MOTION: Approve Ordinance No. 95-26-128 amending this to include the recommendation within the staff report for mitigation ratio and doubling the mitigation fee for trees within the setback, including an amendment to the sentence (in Section 23-42) final approval for removal must be granted by the Community Development Board (CDB) with appeals to the City Commission and removal of the sentence (that states) removal may be approved by the CDB.

Motion: ***Jessica Ring***
Second: ***Bruce Bole***

Discussion ensued.

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

Motion passed 5 to 0.

The meeting recessed at 8:33 PM and reconvened at 8:39 PM.

9.B. ORDINANCE NO. 5-26-75, Public Hearing and Final Reading

AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, DUVAL COUNTY, FLORIDA, AMENDING CHAPTER 2, ARTICLE IX, CITY FEES; AMENDING DIVISION 2, BUILDING CODE FEES, INCLUDING SECTION 2-500, SCHEDULE OF BUILDING PERMIT FEES; SECTION 2-501, SCHEDULE OF ELECTRICAL PERMIT FEES; SECTION 2-502, SCHEDULE OF PLUMBING PERMIT FEES; AND SECTION 2-503, SCHEDULE OF MECHANICAL AND GAS PERMIT FEES; AMENDING DIVISION 3, FIRE DEPARTMENT FEES, INCLUDING SECTION 2-510; CREATING A NEW DIVISION 4, PUBLIC

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WORKS FEES, INCLUDING SECTION 2-520, SCHEDULE OF PUBLIC WORKS PERMIT FEES; CREATING A NEW DIVISION 5, ZONING FEES, INCLUDING SECTION 2-530; PROVIDING FOR FINDINGS OF FACT, CODIFICATION, APPLICABILITY, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

MOTION: Approve Ordinance (No.) 5-26-75.

Motion: Bruce Bole
Second: Thomas Grant

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

Motion passed 5 to 0.

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

9.C. ORDINANCE NO. 5-26-76, Public Hearing and Final Reading
AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, DUVAL COUNTY, FLORIDA, AMENDING CHAPTER 2, ARTICLE IX, CITY FEES, BY CREATING A NEW DIVISION 6, PARKS AND RECREATION FACILITY FEES, FOR THE PURPOSE OF CONSOLIDATING CITY FEES INTO A SINGLE CHAPTER OF THE CODE; AMENDING CHAPTER 5, BEACHES, PARKS, AND RECREATION, SECTION 5-32, USER FEES FOR PARKS AND RECREATION FACILITIES, TO REMOVE THE EXISTING FEE SCHEDULE, AND REFERENCE THE NEW FEE LOCATION IN CHAPTER 2; PROVIDING FOR FINDINGS OF FACT, CODIFICATION, APPLICABILITY, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

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

MOTION: Approve Ordinance No. 5-26-76.

Motion: Bruce Bole
Second: Candace Kelly

Discussion ensued.

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

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

Motion passed 5 to 0.

10. MISCELLANEOUS BUSINESS

10.A. Public Hearing - APP26-0002 - Appeal of of an administrative decision at 970 Jasmine Street.
Appealing the City's interpretation of Section 24-151 regarding mechanical equipment and the requirement that such equipment be located a minimum of five (5) feet from any property line adjacent to a residential use.

10.B. City Attorney Procedural Reminders

CA Gabriel explained the procedures as detailed in the agenda packet.

10.C. Disclosure of Ex Parte Communications, if any

No disclosures were reported by the Commission. Commissioner Ring disclosed that the subject property at 970 Jasmine Street is adjacent to her property. After consulting with the CA and the NDD Askew, it was confirmed that the properties are separated by the Begonia Street public right-of-way.

10.D. Swearing in of all persons who will speak

None.

10.E. City Staff Overview

NDD Askew presented as detailed in a slideshow (which is attached hereto and made part of this official record as **Attachment G**)
7-13-26 Attachment G

10.F. Applicant Presentation

None.

10.G. Public Comments

None.

10.H. Closing Comments/Rebuttal

None.

10.I. Commission Deliberation and Action

MOTION: Deny Appeal 26-0002.

Motion: Bruce Bole
Second: Jessica Ring

DRAFT

Public comment was opened, there were no speakers and public comment was closed.

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

Motion passed 5 to 0.

10.J. Consider cancellation of the July 27, 2026 Regular Meeting

CM Hogencamp presented as detailed in the agenda packet. He indicated that the cancelation will be followed by a formal proposal to establish a single regular Commission meeting each July, consistent with the December schedule, and to consider adjusting the Town Hall schedule to three meetings per year.

MOTION: Recommend that the Commission Cancel the July 27, 2026 Commission Meeting.

Motion: Bruce Bole
Second: Thomas Grant

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

Motion passed 5 to 0.

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

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

- Recognized the adoption of Ordinance No. 95-26-128 and encouraged staff to identify and address any remaining gaps.

Commissioner Grant

- Expressed agreement with Commissioner Bole's comments.

Commissioner Ring

- Reminded the Commission and the public of the Town Hall meeting scheduled for Saturday, July 18, 2026.

CM Hogencamp

DRAFT

- Noted the upcoming Town Hall meeting to engage more community feedback.

Mayor Ford

- Emphasized monitoring the implementation of the newly adopted tree ordinance, particularly its impact on application processing times, and requested that the Commission be informed if significant delays occur.

13. ADJOURNMENT

The meeting adjourned at 8:59 PM.

Attest:

_____ _____

Donna L. Bartle, City Clerk Curtis Ford, Mayor

Date Approved:_____

DRAFT

Attachment A to
7-13-26 Minutes

7/13/26 Holly Waters

Valerie Pickett
351 4th St
Atlantic Beach, Florida, 32233
Pickettisp@gmail.com

July 9, 2025

City Commission
City of Atlantic Beach
800 Seminole Road
Atlantic Beach, FL 32233

Subject: Preserving the Heart of Atlantic Beach: A Shared Effort to Protect Our Tree Canopy

Dear Mayor and Members of the City Commission,

I am writing to you today out of a deep love for our community and a desire to preserve the unique, inclusive character that makes Atlantic Beach such a special place for everyone. Our maritime forest and mature trees are central to our quality of life, our neighborhood charm, and our environmental resilience. However, watching the steady loss of our historic trees to recent residential development has raised some gentle but urgent concerns that I hope we can address together.
The Atlantic Beach Environmental Stewardship Committee (ESC) recently shared data that helps illustrate why our current protections may need to be reconsidered:

- **A Gap in Replacement:** In 2025, 4,436 inches of tree diameter were removed under city permits, but only 1,839 inches were replanted. We are currently replacing less than half of the mature canopy we lose.
- **The True Value of a Tree:** Right now, the average mitigation cost is about $3,100 per permit, which breaks down to roughly $810 per tree. When a beautiful, mature tree is valued environmentally between $5,000 and $30,000, a small fee doesn't provide enough encouragement for a builder to design around it, especially on high-end properties.
- **A Concerning Winter Trend:** Over just a three-month period (December through February), 73 trees were permitted for removal, while zero trees were replanted on-site, resulting in $133,000 paid into the tree fund instead.
- **Tiny Substitutions:** While planting new trees is wonderful, replacing a century-old tree with a small 3-inch sapling means it will take decades to restore the shade and wildlife habitat we lost, and some of those young trees struggle to survive.

These numbers reflect real changes happening right outside our front doors. On 4th Street, where we once enjoyed a full, beautiful canopy, the landscape is shifting quickly as our impervious surface areas grow:

- **358 4th Street:** A newly built home recently cleared all the trees on the lot, including legacy hardwoods.
- **350 4th Street:** This neighboring property just sold. It is home to three magnificent, 100-plus-year-old hardwoods that are now vulnerable. The resident

Attachment A to
7-13-26 Minutes

owls that nest here and use these flight paths will soon have to look for a new home.

- **Accidental Losses:** We have felt these losses personally. On our property line, we lost three trees over a century old because a builder failed to tell their excavator about a prior agreement to use a bridge footer, and the roots were completely severed. Around the same time, a neighbor behind us on 5th Street built a pool, which inadvertently destroyed the root system of a mature tree sitting catty-corner on our lot.
- Additionally, residents have noticed a troubling loophole regarding tree health assessments. It appears too easy for a private arborist hired by a developer to declare a healthy, mature tree "diseased" or "dying" simply to clear the path for construction. To protect our remaining trees from unwarranted removals, we need a neutral, independent verification system using the City Arborist.

Our tree canopy belongs to the whole community, and its preservation depends directly on our city policies and regulations. To help balance growth with the preservation of our natural environment, I respectfully ask the Commission to consider a few thoughtful updates:

1. **Adjust Mitigation Fees and Fines:** Please consider raising these fees so they more accurately reflect the true worth of a mature tree, encouraging developers to build with nature rather than clearing it.
2. **Strengthen On-Site Protection Requirements:** Ensure builders and subcontractors are held accountable for keeping root zones safe during construction, protecting trees that neighbors have agreed to save.
3. **Re-evaluate Lot Setbacks:** When the timing is right, I hope we can look at our building footprints and setbacks to lower impervious surface ratios, ensuring our homes fit into our landscape rather than replacing it.

Our tree canopy belongs to the whole community, and its preservation depends directly on the choices we make today. By closing private arborist loopholes, aligning mitigation fees with the true value of mature trees, and revisiting lot setbacks, we can ensure that Atlantic Beach remains a vibrant, canopy-rich home for everyone. Thank you for your time, your dedication to our town, and your thoughtful consideration of these updates to protect our shared future.

Thank you so much for your time, your dedication to our town, and your ongoing efforts to keep Atlantic Beach a beautiful, canopy-rich home for generations to come.
Sincerely,
Valerie Pickett
351 4th Street
Atlantic Beach, Fl
904-386-1587

Attachment B to
7-13-26 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: July 13, 2026
To: The Atlantic Beach Community and City Commission

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

This report provides an update on primary administrative and community-focused initiatives under way at City Hall. 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.

Key Community Updates

- **Building and Finance Reports:** The Building Department Monthly Activity Report is published in the City Commission agenda packet on the second Monday of each month. Beginning in August 2026, the Monthly Finance Report will also be published in the packet on the second Monday of each month.
- **Marsh Oaks Community Center and Town Hall Meeting:** While the town hall meeting on July 18 is open to dialogue on any topic, staff will actively seek community input regarding parks master planning and specific programming opportunities for the Marsh Oaks Community Center. The town hall begins at 10 a.m. at the Gail Baker Community Center.
- **FY 2026-27 Budget Strategy and Budget Workshops:** Staff has published the budget document reviewed by the Commission at its June 22 meeting and is preparing for the second budget workshop on July 20. The upcoming workshop will feature an overview of staff's proposed spending plan, alongside presentations from the Police Department and Public Utilities Department. These sessions precede the Commission's formal adoption of the budget and millage rate in September. Public input is welcome throughout the budget process, and each workshop begins at 6 p.m.
- **Centennial / America 250 Celebration:** Our Neighborhoods staff planned and executed a stellar event with significant assistance from Police Department staff, community volunteers, and Arts, Recreation and Culture Committee members Josue Cruz, Curtis Winter, and Ingrid McCawley. Also lending a major helping hand were community members Lenny Jevic and Julie Hammond, local Scout Troop 37, the Beaches Honor Guard, and additional city staff. Capt. Mike Trumbull,

commanding officer of Naval Station Mayport, delivered an excellent keynote speech.

On the Calendar

- **Arts, Recreation, and Culture Grants:** The application window for FY 2026-27 municipal funding to support programs benefiting Atlantic Beach residents is open through July 27.

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 C to
7-13-26 Minutes



PROCLAMATION

A NEW DAY.

WHEREAS: In 2026, Atlantic Beach proudly celebrates the centennial of its incorporation, commemorating a century of community, resilience, and coastal heritage; and

WHEREAS: From its early beginnings as a seaside destination to the vibrant community it is today, Atlantic Beach has preserved its distinctive coastal character while embracing thoughtful growth, fostering vibrant neighborhoods, and creating a welcoming place where neighbors, families, and visitors from all walks of life gather to enjoy its beautiful beaches, scenic parks, locally owned shops and restaurants, and exceptional quality of life; and

WHEREAS: For 100 years, Atlantic Beach has helped shape the identity of the First Coast through its rich coastal heritage, thriving local business community, its commitment to environmental stewardship, and enduring contributions to the cultural, recreational, and economic vitality of Duval County; and

WHEREAS: This centennial celebration provides an opportunity to recognize the generations of residents, civic leaders, businesses, and volunteers whose dedication has strengthened the community, preserved its distinctive character, and built the strong sense of connection and belonging that defines Atlantic Beach; and

WHEREAS: Together, we celebrate Atlantic Beach's remarkable first century, honor the strong partnership with the City of Jacksonville, and reaffirm a shared commitment to preserving the unique character and enduring vitality of the First Coast for generations to come.

NOW, THEREFORE, I, Donna Deegan, by virtue of the authority vested in me as Mayor of Jacksonville, Florida, do hereby proclaim July 11, 2026, as

ATLANTIC BEACH CENTENNIAL CELEBRATION DAY

in Jacksonville and encourage all residents to join me in recognizing this historic milestone, celebrating Atlantic Beach's first century of community, coastal heritage, and enduring spirit, and wishing its residents continued success and prosperity for generations to come.

IN WITNESS THEREOF, this 11th day of July in the year Two Thousand and Twenty-Six.

Donna Deegan
MAYOR

CITY OF JACKSONVILLE, FLORIDA

Attachment D to
7-13-26 Minutes

Item 8c

RESOLUTION NO. 26-XX

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, EXPRESSING SUPPORT FOR A LEGISLATIVE AMENDMENT TO SECTION 166.04151, FLORIDA STATUTES (THE "LIVE LOCAL ACT"), TO PROVIDE A NARROWLY TAILORED OPT-OUT PROVISION FOR SMALL, GEOGRAPHICALLY CONSTRAINED COASTAL BARRIER ISLAND MUNICIPALITIES; AUTHORIZING THE MAYOR TO EXECUTE AND TRANSMIT A LETTER OF SUPPORT TO STATE REPRESENTATIVE KIYAN MICHAEL; DIRECTING TRANSMITTAL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State of Florida enacted Section 166.04151, Florida Statutes, commonly known as the "Live Local Act," to increase the supply of affordable housing throughout the state, an objective the City of Atlantic Beach (the "City") shares and supports; and

WHEREAS, Section 166.04151(7), Florida Statutes, requires municipalities to authorize multifamily and mixed-use residential development as allowable uses in any area zoned for commercial, industrial, or mixed use for qualifying affordable housing developments, and preempts local regulation of the density, height, and floor area ratio of such developments notwithstanding the municipality's land development regulations and comprehensive plan; and

WHEREAS, the City is a small coastal community located on San Pablo Island, a coastal landmass fronting the Atlantic Ocean and separated from the mainland by the Atlantic Intracoastal Waterway, which functions geologically, ecologically, and practically as a coastal barrier island, particularly with respect to hurricane evacuation and emergency access, encompassing approximately three and one-half square miles of land area and having a population of fewer than fifteen thousand residents; and

Deleted: on a coastal barrier island, as that term is defined in Section 161.053(1)(b)3., Florida Statutes,

WHEREAS, the definition of "coastal barrier islands" in Section 161.053(1)(b)3., Florida Statutes, excludes mainland areas separated from the mainland by artificial channelization for the purpose of assisting marine commerce, and the eligibility criteria for the proposed amendment should therefore be drafted to encompass coastal communities, such as Atlantic Beach, whose landmass was separated from the mainland by the dredging of the Intracoastal Waterway; and

WHEREAS, the mandatory preemption of the City's limited commercial zones presents distinct implementation challenges for highly specialized, geographically constrained coastal environments such as Atlantic Beach, permanently reducing the scarce commercial acreage necessary to support local retail, neighborhood services, and the municipal tax base; and

WHEREAS, small coastal barrier island communities lack the infrastructure capacity, hurricane evacuation efficiency, and emergency shelter space necessary to safely accommodate the substantial increases in population density contemplated by the Act's broad statewide framework; and

WHEREAS, the unique architectural character, historic charm, and sensitive coastal ecology of Florida's smallest beach towns serve as irreplaceable economic drivers for regional

Attachment D to
7-13-26 Minutes

tourism and are fundamentally incompatible with high-density, urban-scale residential development; and

WHEREAS, the City Council of the neighboring City of Neptune Beach has authorized its Mayor to transmit a letter to State Representative Kiyan Michael requesting sponsorship of a targeted amendment to the Live Local Act, and the City desires to join in and support that request; and

WHEREAS, a targeted opt-out provision limited to municipalities that are located on a coastal barrier island or on a coastal landmass separated from the mainland by the Intracoastal Waterway, encompass less than ten (10) square miles of land area, and have a population of fewer than twenty-five thousand (25,000) residents would narrowly protect Florida's most vulnerable beach communities without undermining the broader statewide housing goals of the Live Local Act.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Atlantic Beach, Florida, as follows:

SECTION 1. Recitals. The foregoing recitals are true and correct and are incorporated herein by this reference.

SECTION 2. Expression of Support. The City Commission hereby expresses its formal support for a targeted legislative amendment to Section 166.04151, Florida Statutes, substantially in the form attached hereto as Exhibit A, allowing a municipality to opt out of the Live Local Act's density and zoning preemption provisions by resolution or ordinance if the municipality: (a) is located on a coastal barrier island as defined in Section 161.053(1)(b)3., Florida Statutes, or on a coastal landmass fronting the Atlantic Ocean, the Gulf of America, or the Straits of Florida which is separated from the mainland by the Intracoastal Waterway, regardless of whether such separation resulted from artificial channelization; (b) encompasses less than ten (10) square miles of land area; and (c) has a population of fewer than twenty-five thousand (25,000) residents.

Deleted: ;

SECTION 3. Authorization. The City Commission hereby authorizes the Mayor to execute and transmit to State Representative Kiyan Michael a letter of support requesting sponsorship of the proposed amendment, substantially in the form attached hereto as Exhibit B, together with such non-substantive revisions as may be approved by the Mayor upon the advice of the City Attorney.

SECTION 4. Transmittal. The City Clerk is hereby directed to transmit a certified copy of this Resolution to State Representative Kiyan Michael, the members of the Duval County Legislative Delegation, the City of Neptune Beach, and the Florida League of Cities.

SECTION 5. Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Commission of the City of Atlantic Beach, Florida, this _____ day of _____, 2026.

Attachment D to
7-13-26 Minutes

CITY OF ATLANTIC BEACH, FLORIDA

_____
Curtis Ford, Mayor

ATTEST:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

Attachment D to
7-13-26 Minutes

COAB LETTERHEAD

July 2, 2026

Representative Kiyan Michael
Florida House of Representatives
421 Third Street North
Jacksonville Beach, Florida 32250-7028

Dear Representative Michael:

I am writing on behalf of the City of Atlantic Beach to express our City's support for, and to join the City of Neptune Beach in respectfully requesting your sponsorship of, legislation amending Section 166.04151, Florida Statutes, commonly known as the **Live Local Act**, to provide a narrowly tailored exemption for Florida's smallest and most geographically constrained coastal municipalities.

The State's efforts to increase housing opportunities and address affordability challenges are commendable. However, the current language of the Live Local Act presents distinct implementation challenges for certain highly specialized coastal environments whose unique geographic, economic, and infrastructural conditions were not contemplated by the Act's broad statewide framework.

As currently written, the Act requires municipalities to permit high-density multifamily residential development within qualifying commercial and mixed-use districts. For small coastal barrier island communities, where developable land is extraordinarily limited, this mandatory preemption has the unintended consequence of permanently reducing the scarce commercial acreage necessary to support local businesses, neighborhood services, and municipal revenues. Once converted to residential use, these commercial properties are unlikely to return to productive commercial activity, thereby diminishing the local tax base and forcing residents to travel off-island for basic goods and services that have historically been available within their communities. Of arguably even greater concern is the Act's impact on safety, particularly in relation to extreme weather events such as hurricanes. Small barrier islands simply do not have the infrastructure to withstand the sort of increase in population density the Act anticipates when it comes to this category of safety risks, which includes flooding, debris, hurricane evacuation efficiency, and sufficient shelter space.

Moreover, Florida's smallest beach towns possess a unique architectural character, historic charm, and sensitive coastal ecology that serve as irreplaceable economic engines for regional tourism. These communities were established and have evolved at a scale fundamentally different from Florida's urban centers. The high-density residential development authorized under the current Act is often incompatible with the infrastructure capacity, evacuation constraints, environmental sensitivities, and community character that define these municipalities. The resulting development pressures threaten not only local quality of life but also the tourism assets that contribute significantly to Florida's broader economy.

800 Seminole Road • Atlantic Beach, Florida 32233
(904) 247-5800

Attachment D to
7-13-26 Minutes

To address these concerns while preserving the overarching goals of the Live Local Act, we respectfully request consideration of a targeted amendment allowing a municipality to opt out of the Act's density and zoning preemption provisions if it meets all of the following criteria:

1. The municipality is located on a coastal barrier island as defined by Section 161.053(1)(b)3, Florida Statutes, or on a coastal landmass fronting the Atlantic Ocean or the Gulf which is separated from the mainland by the Intracoastal Waterway, including where such separation resulted from artificial channelization; and
2. The municipality encompasses less than ten (10) square miles of land area; and
3. The municipality has a population of fewer than twenty-five thousand (25,000) residents.

The City of Atlantic Beach, a coastal community situated on San Pablo Island and separated from the mainland by the Intracoastal Waterway, consisting of approximately three and one-half square miles and fewer than fifteen thousand residents, is precisely the type of small, geographically constrained municipality this amendment is intended to address. This proposed exemption would be carefully limited to a small number of uniquely situated municipalities and would not materially impair the State's broader efforts to increase housing supply. Rather, it would recognize that Florida's most vulnerable coastal communities face circumstances that differ substantially from those of larger inland and metropolitan jurisdictions and therefore warrant narrowly crafted legislative accommodation.

Deleted: a coastal barrier island community

We would welcome the opportunity to discuss this proposal further and to work with you on language that balances the State's housing objectives with the preservation of Florida's distinctive coastal communities. Thank you for your consideration of this important matter and for your continued service to the residents of Northeast Florida.

Sincerely,

Curtis Ford
Mayor
City of Atlantic Beach

cc: Atlantic Beach City Commission
Mr. Kevin Hogencamp, City Manager
Mr. Jason Gabriel, City Attorney

Attachment D to
7-13-26 Minutes

ATTACHMENT A (REVISED)

Suggested Amendment to Section 166.04151, Florida Statutes

The following language is suggested for amendment of Section 166.04151, Florida Statutes. Proposed new language is underlined; existing statutory text is shown for placement only.

166.04151 Affordable housing.—

[…]

(7) […]

(p) This subsection expires October 1, 2033.

(q)1. Notwithstanding any other provision of this subsection, a municipality may elect, by resolution or ordinance adopted by its governing body, to be exempt from the requirements of this subsection if the municipality:

a. Is located entirely on a coastal barrier island as defined in s. 161.053(1)(b)3., or entirely on a coastal landmass fronting the Atlantic Ocean, the Gulf of America, or the Straits of Florida which is separated from the mainland by the waters of the Intracoastal Waterway, regardless of whether such separation resulted from artificial channelization;

b. Has a land area of less than 10 square miles; and

c. Has a population of fewer than 25,000 residents according to the most recent decennial census conducted by the United States Census Bureau.

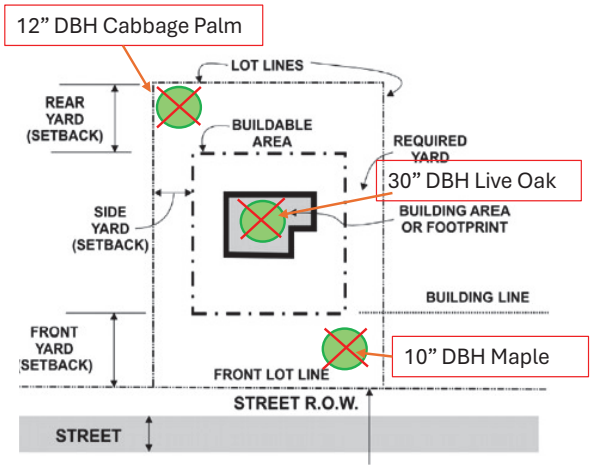
2. An election made under this paragraph applies to any application for development authorized under this subsection which is submitted on or after the effective date of the resolution or ordinance making the election.

Tree Code Comparison

- Please note that these examples use the mitigation ratio applicable to **new construction** projects.
- The required mitigation may vary based on project-specific factors, including but not limited to arborist evaluations, tree health and condition, species, size, the number of trees preserved or removed, and other applicable regulatory considerations.
- These examples are provided for illustrative purposes only and should not be interpreted as final mitigation requirements for any specific project.
- Any modifications to the underlying code, assumptions, calculation methodology, or applicable regulations may change the findings and results presented in these examples.
- Final mitigation requirements should be determined based on the complete project information and the applicable codes, ordinances, and agency review at the time of evaluation.

07.09.26

Attachment E to
7-13-26 Minutes

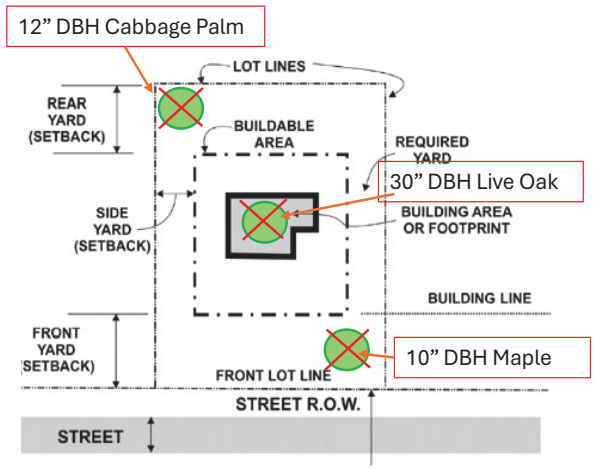


EXAMPLE: Existing code

New Construction:

Removed	Mitigation Owed
12” Palm =	18”
30” Live Oak =	60”
10” Maple=	15”
	93” TOTAL

Timeframe: 10 day review by staff (includes review by tree subcommittee)



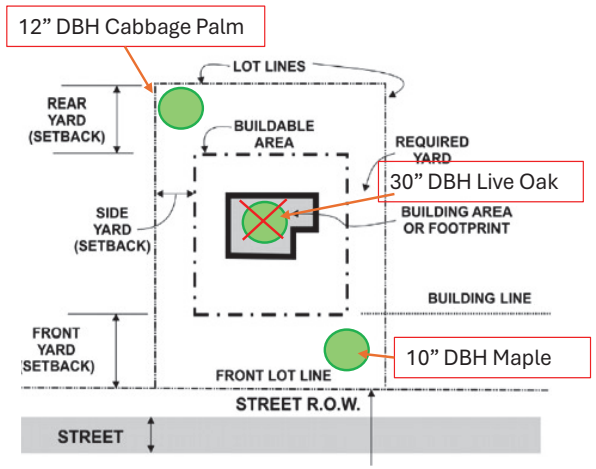
EXAMPLE: Ord. No. 95-26-128

New Construction:

Removed	Mitigation Owed
12” Palm =	18”
30” Live Oak =	Requires CDB & Comm. approval – could be required
to relocate or mitigate.	Mitigation rate TBD by Commission.
10” Maple=	15”

Timeframe: 2-3 months review/approval because 30” DBH live oak requires CDB and Commission Approval*.

*Must demonstrate that removal is unavoidable



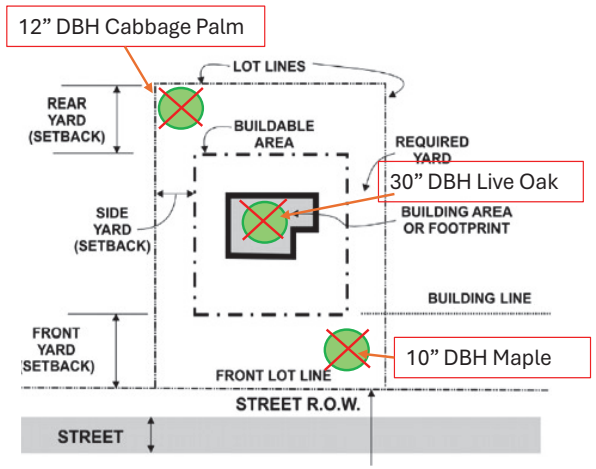
EXAMPLE: Setbacks and building footprint^

New Construction:
12” Palm = not permitted to be removed because it is in the setback
10” Maple = not permitted to be removed because it is in the setback
30” Live Oak = Requires CDB & Comm. approval – could be required to relocate or mitigate. However, would be given a 50% reduction in required mitigation.

Timeframe: 2-3 months review/approval because 30” DBH live oak requires CDB and Commission Approval*.

*Must demonstrate that removal is unavoidable

^assumed Ord. No. 95-26-128 passed as presented on 1st read



CABBAGE PALMS^

New Construction:

Removed	Mitigation Owed
12” Palm =	none
30” Live Oak =	Requires CDB & Comm. approval – could be required to relocate or mitigate. Mitigation TBD by Commission.
10” Maple=	15”

Timeframe: 2-3 months review/approval because 30” DBH live oak requires CDB and Commission Approval*.

*Must demonstrate that removal is unavoidable

^assumed Ord. No. 95-26-128 passed as presented on 1st read

APP26-0002

970 Jasmine Street

Request to appeal the administrative interpretation of Section 24-151 of the Land Development Regulations regarding the classification of an electrical meter and breaker panel mounted on a permanent utility pedestal as mechanical equipment subject to the required five-foot side yard setback. The purpose of this appeal is for the City Commission to determine whether the staff interpretation of Section 24-151 is consistent with the intent and language of the Land Development Regulations and whether the administrative decision should be affirmed or reversed.



Pursuant to **Section 24-46** of the Land Development Regulations, the City Commission is responsible for hearing and deciding appeals of administrative decisions made by the Planning and Community Development Director.

The applicant, **Cody Dubin**, is appealing the City's interpretation of **Section 24-151(k)** regarding mechanical equipment setback requirements.

Background

The applicant is requesting approval to allow an exterior electrical meter and breaker panel to remain approximately **one (1) foot from the north property line** at **970 Jasmine Street (RE# 170973 6100)**, within the required five-foot setback for mechanical equipment.



Background

- The electrical meter and breaker panel were installed to support an irrigation system utilizing an on-site well and water pump required for tree mitigation. The applicant received electrical service approval from JEA; however, the location of the equipment was not shown on the approved building plans and there is no documentation indicating City approval of the location.

Background

- Although both current and former City staff visited the property during various stages of development, there is no written documentation demonstrating that the location of the electrical equipment was evaluated for zoning compliance or formally approved.
- Not shown on approved plans

Background

- Staff determined that the electrical meter and breaker panel constitute **mechanical equipment** under **Section 24-151(k)** because they are permanent utility infrastructure serving the residence. Although not specifically listed, staff interprets the ordinance's reference to "similar equipment" to include permanent electrical service equipment.

Section 24-151 (k)

"(k)Mechanical equipment.

On lots that are within or adjacent to a residential zoning district, ***equipment such as heating and air conditioning units, pumps, compressors, pool equipment, generators, or similar equipment shall not be located in the required front yard or closer than five (5) feet from any lot line that is adjacent to a residential use.*** *It is the intent of this provision to require placement of such equipment in a location that does not unreasonably disturb neighbors. This requirement shall not apply to replacement of such equipment lawfully installed prior to the effective date of these land development regulations."*

Section 24-151 (k)

- Although electrical meters and breaker panels are not specifically identified in the ordinance, staff interprets these installations as "similar equipment" because they are permanent utility infrastructure serving the principal use of the property. Accordingly, staff determined that the electrical meter and breaker panel are subject to the five-foot setback requirement established in Section 24-151(k)(1).

- Federal Emergency Management Agency does clearly include electric equipment in its mechanical equipment guidelines for floodplain elevation requirements.

Background

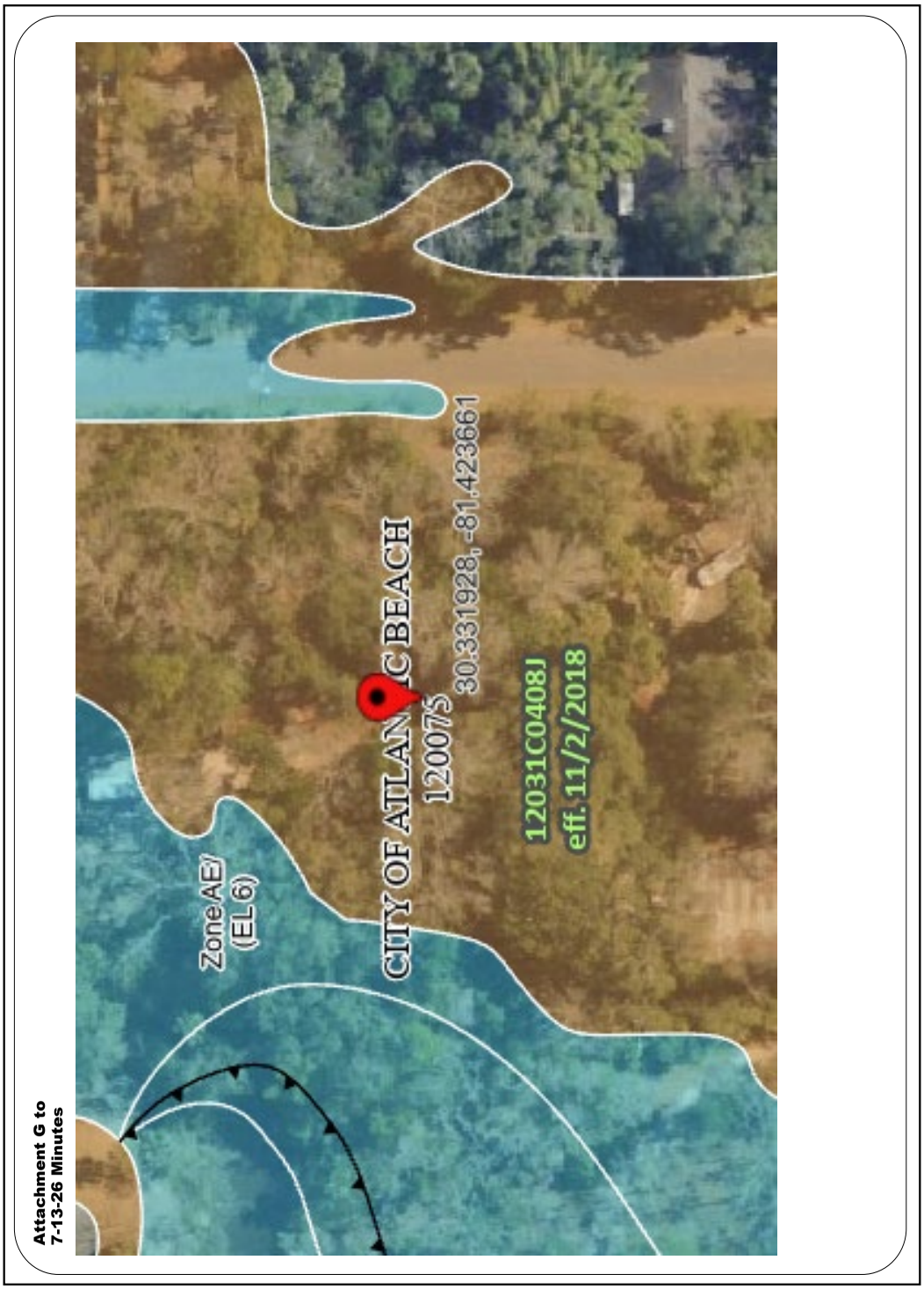
- Staff is not aware of any recently constructed single-family homes where the permanent electrical meter and breaker panel are installed as a freestanding structure separate from the principal dwelling.
- Typically - these components are mounted directly to the home and are generally located in the same area as other permanent service equipment, such as cable service box, or other mechanical systems.
- Because this installation consists of permanent utility infrastructure serving the residence, staff has determined that the electrical meter and breaker panel are appropriately classified as mechanical equipment for purposes of applying Section 24-151 – 5ft setback required.

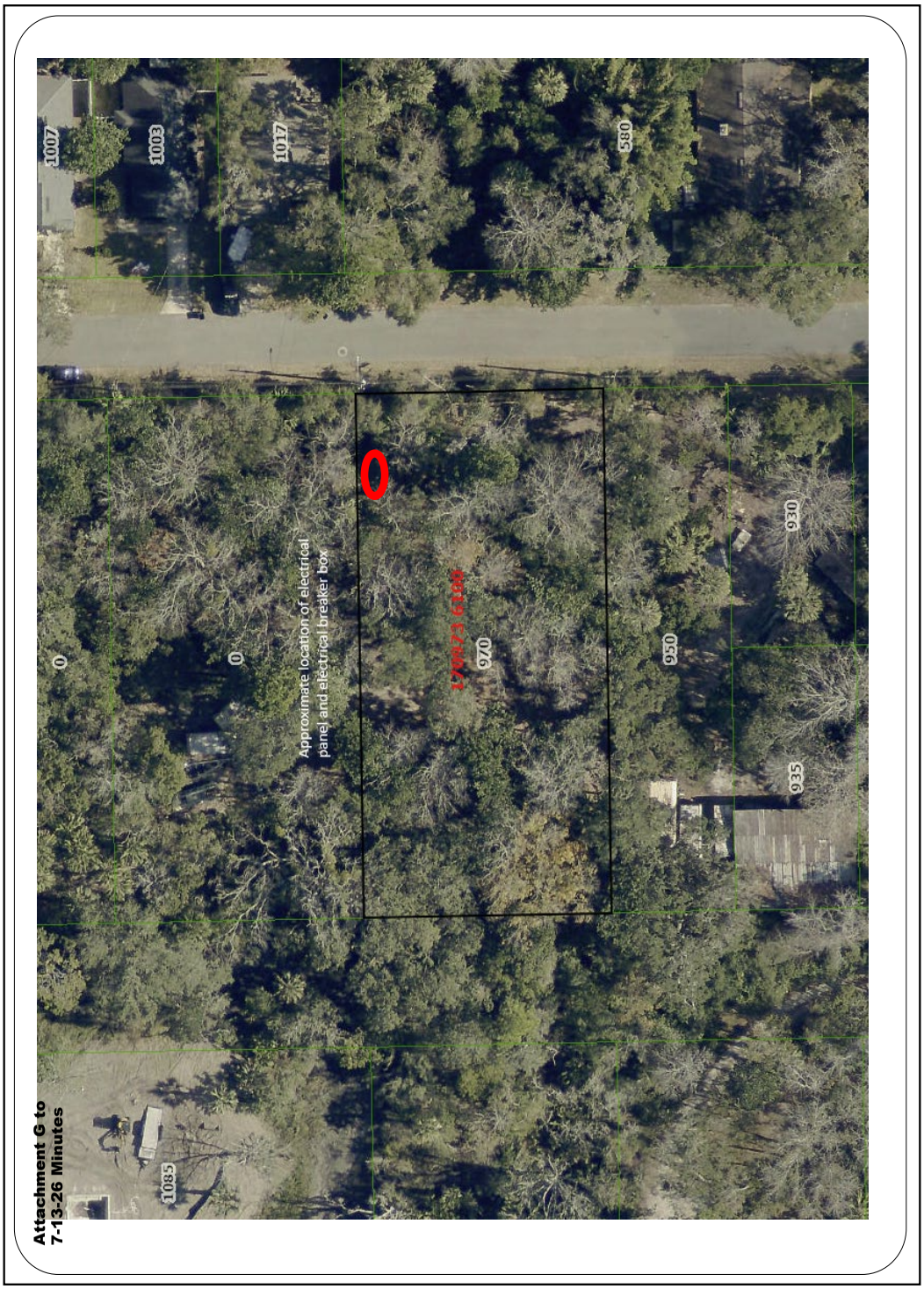
Background

The applicant requests approval to allow the equipment to remain in its current location within the required setback area.



Attachment G to
7-13-26 Minutes


Attachment G to
7-13-26 Minutes
Zone AE
(EL 6)
CITY OF ATLANTIC BEACH
120075
30.331928, -81.423661
12031C0408J
eff. 11/2/2018


Attachment G to
7-13-26 Minutes
1007
1003
1017
580
930
950
935
970
1085
0
0
Approximate location of electrical
panel and electrical breaker box

APPEAL REQUEST

- The applicant proposes than electrical leaving an electrical panel and electrical breaker within the required 5-foot setback for mechanical equipment. Section 24-151(k)(1) requires a minimum five-foot separation between mechanical equipment and side and rear yard property lines. Adequate space exists through the new home build to locate the electrical panel and electrical breaker box in compliance with the required setback, without the need for a variance or encroachment.

Staff Summary

- Staff has determined that the electrical meter and breaker panel, mounted on a permanent utility pedestal, constitute mechanical equipment for purposes of the Land Development Regulations. As such, they are subject to the requirements of Section 24-151 of the Land Development Code, including the mandatory five-foot side yard setback.

- The purpose of this appeal is for the City Commission to determine whether the staff interpretation of Section 24-151 is consistent with the intent and language of the Land Development Regulations and whether the administrative decision should be affirmed or reversed.

- The Commission may consider a **motion to approve Appeal APP26-0002**, thereby reversing the staff interpretation that the electrical meter and breaker panel constitute mechanical equipment under Section 24-151(k) of the Land Development Regulations. Approval of the appeal would determine that the installation is not subject to the five-foot side yard setback requirement applicable to mechanical equipment under Section 24-151(k).

--OR—

- The Commission may consider a **motion to deny Appeal APP26-0002**, thereby affirming staff interpretation that the electrical meter and breaker panel constitute mechanical equipment under Section 24-151(k) of the Land Development Regulations. Denial of the appeal would uphold staff's determination that the installation is subject to the required five-foot side yard setback.

MINUTES
Town Hall Meeting
Saturday, July 18, 2026 - 10:00 AM
Donner Park & Gail Baker Community Center
City Hall, 800 Seminole Road
Atlantic Beach, FL 32233

ATTENDANCE:

Present:	Curtis Ford, Mayor - Seat 1 (At Large) Thomas Grant, Commissioner - Seat 3 (District 1307) Candace Kelly, Commissioner - Seat 4 (District 1306) Jessica Ring, Commissioner - Seat 5 (District 1312)
Absent:	Bruce Bole, Commissioner - Mayor Pro Tem Seat 2 (District 1308)
Also Present:	Kevin Hogencamp, City Manager (CM) Ladayija Nichols, Deputy City Clerk (DCC) Amanda Askew, Neighborhoods Department Dir. (NDD) Andre Gethers, Park Environmental Stewardship and Maintenance Manager

CALL TO ORDER AND ROLL CALL
Mayor Ford called the meeting to order at 10:01 AM.

TOPICS

STAFF REPORT: Parks Master Plan

CM Hogencamp and NDD Askew spoke about this topic and answered questions. Andre Gethers, Park Environmental Stewardship and Maintenance Manager and Matt Krug Deputy Public Works Director-Operations answered questions.

The following speakers provided their comments to the public:

Julie Hammond
Dianne Quaglia
Unknown Speaker
Thom Underwood
Dylan Schreiner
Sarah Boren
Amy Palmer
Leah Sherman Ford
Laurie Pratt

DRAFT

STAFF REPORT: Marsh Oaks Community Center Programming

CM Hogencamp briefly discussed this topic and answered questions.

PUBLIC COMMENT
The Commission addressed public comments on the following topics: tree canopy, biking in AB, and traffic safety.

ADJOURNMENT
The meeting adjourned at 11:28 AM

Attest:

_____ _____
Ladayija Nichols, Deputy City Clerk Curtis Ford, Mayor

Date Approved:_____

DRAFT

MINUTES
Budget Workshop Meeting
Monday, July 20, 2026 - 6:00 PM
City Hall, Commission Chamber
800 Seminole Road, FL 32233

ATTENDANCE:

Present:
Curtis Ford, Mayor - Seat 1 (At Large)
Bruce Bole, Commissioner - Mayor Pro Tem 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, City Manager (CM)
Donna Bartle, City Clerk (CC)
Troy Stephens, Utilities Director (UD)
Victor Gualillo, Police Chief (PC)
Brittany Percell, Finance Director (FD)

CALL TO ORDER

1. PUBLIC COMMENT
The following speaker provided their comments:

Sarah Boren

2. TOPICS

A. Public Utilities At-a-Glance

UD Stephens presented an overview of the Public Utilities Capital Improvement Plan (CIP), highlighting ongoing and planned projects across water production, water distribution, wastewater treatment, and the sewer collection system and answered questions from the Commission.

B. Police Department At-a-Glance

PC Gualillo presented as detailed in a slideshow (which is attached hereto and made part of this official record as **Attachment A**) and answered questions from the Commission.

7-20-26 Attachment A

C. Homestead Property Tax Constitutional Amendment Implications

CM Hogencamp presented as detailed in a handout (which is attached hereto and made part of this official record as **Attachment B**). He and FD Percell answered questions from the Commission.

DRAFT

The Commission reached ***CONSENSUS*** to submit the current millage rate of 2.7499 mills as the ceiling to the Property Appraiser by the August 4, 2026 deadline. This will require 4 out of 5 votes.

7-20-26 Attachment B

D. 2026-27 Budget Overview

CM Hogencamp presented as detailed in a handout (which is attached hereto and made part of this official record as **Attachment C**) and answered questions from the Commission. Commissioner Ring requested that staff produce and publish an organizational chart showing all positions by title and count within each department.

7-20-26 Attachment C

ADJOURNMENT
The meeting adjourned at 7:55 PM.

Attest:

_____ _____
Donna L. Bartle, City Clerk Curtis Ford, Mayor

Date Approved:_____

DRAFT

2025 UNOFFICIAL TOTALS

A comparison of category counts for local law enforcement agencies for the year ending 2025. These numbers are not absolute. Different agencies counts some types of calls and reports differently so the totals are relative and for benchmarking purposes only.

Metrics measured:	ABPD	NBPD	JBPD	JSO
Calls for Service	**30,427**	20,534	52,213	750,902
Crashes	**271**	239	1,059	28,652
Parking Citations	**1,596**	824	1,378	COJ- not JSO
Warnings	**1,774**	2,091	11,884	63,147
Traffic Citations	**7,422**	2,202	18,943	88,209
FIR/TAW	**87**	21/91	1,971/983	1,574
Incident Reports	**1,198**	1,269	7,200	117,404
Arrests/Cases Cleared	**507**	329	1,467	36,050
Crime Count (FIBRS)	**835**	511	722	68,986

**Unofficial totals are from open -source data; not certified by the agencies or entities listed*

2026 ATLANTIC BEACH POLICE TOTALS*

For the month of:	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026
Traffic Citations	689	651	708	716	795	677
Parking Citations	28	46	260	170	206	211
Traffic Stops	959	812	1015	896	907	842
Arrests	42	44	58	46	38	36
Warnings	129	111	143	98	69	79
Property Checks	967	828	919	847	673	843
Reports	120	149	188	147	153	141
Calls for Service	2667	2316	2909	2571	2527	2614

**Unofficial totals are queried and calculated from raw data and are designed to provide a snapshot only.*

STATISTICAL TRENDS

Statistics		2022	2023	2024	2025
Calls for Service		21,043	23,399	25,228	30,427
911		1,963	2,095	2,422	2,262
Average Response Time		2 Min 56 Sec	3 Min 35 Sec	2 Min 40 Sec	2 Min 36 Sec
Reports Written		1,877	1,678	1,158	1,198
Arrests		391	298	377	507
DUI Arrests		22	33	66	119
Drug Arrests		79	50	51	73
Clearance Rate		47.87%	44.48%	51.97%	63.40%
Traffic Stops		5,176	6,588	7,825	9,842
Traffic Citations		3,294	4,216	5,946	7,422
Traffic Warnings		2,910	5,671	1,508	1,774
Parking Citations		815	883	1,863	1,596
Traffic Crashes		249	236	320	270
Property Checks		6,356	6,634	5,234	9,389

Attachment B to 7-20-26 Minutes

7/20/26 - Item 2C Handout

FY 2026-27 Budget Strategy Report: Opportunities and Constraints

To: Honorable Mayor, Members of the City Commission, and the Atlantic Beach Community

From: Kevin Hogencamp, City Manager

Date: June 29, 2026

Subject: Fiscal Year 2026-27 Budget Strategy Report

Executive Summary

As we approach the Fiscal Year 2026-27 budget cycle, the City of Atlantic Beach stands at a critical financial crossroads. Managing structural revenue shifts requires a balanced, dual strategy: aggressive internal cost containment and targeted, modest adjustments to user fees.

Furthermore, comprehensive policy development is a key responsibility that we are undertaking during this cycle to establish clear, repeatable frameworks--for matters ranging from lift station development to selecting a new city manager--for future governance. By taking proactive, measured steps now, we can stabilize our fiscal foundation, absorb upcoming revenue losses, and ensure the uninterrupted delivery of high-quality municipal services to our residents.

Atlantic Beach at a Glance (FY 2025-26 Baseline)

To frame our upcoming strategic decisions, our current fiscal baseline and community profile are outlined below:

Metric	Baseline Value
Total Municipal Budget	$57,616,034
Core General Fund	$21,636,755
Current Millage Rate	2.7499 mills
Population / Households	13,353 residents / 5,750 households
Median Household Income	$103,288

Attachment B to
7-20-26 Minutes

Metric	Baseline Value
Median Home Value (2023)	$565,500

Where Your Dollars Also Go (Enterprise and Special Funds)

- Water and Sewer Funds
- Stormwater Fund
- Sanitation Fund
- Building Code Enforcement Fund

Fiscal Benchmarks: Healthy Fund Balances (Projected – Sept. 30, 2026)

A significant positive highlight for the City is our strong financial positioning across several targeted accounts. These healthy fund balances insulate the city and ensure capital reserves remain viable:

- **Water Fund:** $1,865,705
- **Sewer Fund:** $2,499,924
- **Capital Projects Fund:** $1,002,760
- **Tree Protection Fund:** $617,495
- **Better Jacksonville Fund:** $484,994
- **Paid Parking Fund:** $330,573

Guiding Structural Documents

Our approach to the upcoming fiscal year is strategically anchored by the following core planning frameworks:

- Capital Improvement Plan
- Stormwater Master Plan
- Connectivity Plan
- Adaptation and Resiliency Plan

General Fund Revenue Summary

In the City of Atlantic Beach, property taxes traditionally make up the single largest slice of General Fund revenues (roughly **40%**). To balance the rest of the operational budget for daily services like public safety, street maintenance, and parks, the city relies on several other primary funding mechanisms:

1. Intergovernmental & State-Shared Revenues

These are taxes collected by the State of Florida or Duval County and distributed back to the municipal level based on local populations.

- **Local Option Sales Taxes:** A portion of the discretionary sales surtax collected within the county.
- **State Revenue Sharing & Municipal Home Rule Taxes:** Formulas that reallocate state-collected sales and motor fuel taxes back to local governments.
- **Half-Cent Sales Tax:** A state-shared revenue program designed to provide local tax relief and support municipal operations.

2. Franchise Fees and Utility Service Taxes

The city levies fees on utility providers for the right to operate within the public right-of-way, alongside discretionary taxes on consumption.

- **Franchise Fees:** Charged to electricity (FPL), gas, and solid waste providers.
- **Public Service / Utility Taxes:** Levied on purchases of electricity, water, metered or bottled gas, and fuel oil.
- **Communications Services Tax (CST):** Applied to telecommunications, satellite, and cable TV services.

3. Licenses, Permits, and Fees

Revenue generated directly from regulatory activities, local commerce, and specific land-use functions.

- **Building, Electrical, and Plumbing Permits:** Fees collected during the inspection and approval process for local development and renovations.
- **Local Business Tax Receipts (LBTR):** The fee paid by businesses operating within city limits to maintain their business tax license.
- **Zoning and Plan Review Fees:** Collected by the community development department for specialized land-use approvals.

4. Charges for Services & Shared Programs

Direct payments for city-provided activities or local operational agreements.

- **Arts, Recreation and Cultural Activity and Rental Fees:** Revenues from community center usage, park facilities, and specialized recreation programming.
- **Interlocal Agreements:** Formally structured, cost-sharing programs with neighboring beach communities or the county (such as the managed Paid Parking Program revenue split at Beaches Town Center, which supports right-of-way infrastructure and beach area amenities).

5. Fines, Forfeitures, and Miscellaneous Revenues

Smaller, auxiliary streams that naturally fluctuate year to year.

- **Traffic Fines and Local Code Violations:** Revenue from municipal code enforcement and local civil infractions.

- **Investment Earnings:** Interest generated from the city's managed cash balances and operational reserves.
- **Grants and Administrative Transfers:** Minor project reimbursements or overhead charge-backs from the city's proprietary (utility) funds to the General Fund for shared administrative costs.

City Commission FY 2026-27 Strategic Priorities

Our financial planning remains anchored by our commitment to preserve community character, create a strong sense of belonging and safety, and promote active lifestyles through green spaces and parks. To deliver on these promises, we continue to invest prudently in our workforce. While fiscal restraint is paramount this cycle, the budget maintains essential support structures--such as competitive compensation-and-benefits packages, targeted tuition reimbursement, training, certification support, and assistance with rising healthcare and fuel liabilities--to retain the talent necessary to run our city efficiently.

I. Resiliency and Infrastructure

Focus: Addressing drainage needs, functional integrity, and long-term sustainability.

- **Stormwater Master Plan Update:** Formalize a strategic management framework that includes:
  - *Basin and Geological Surveys:* Conducting technical drainage basin evaluations and geological-level surveys (distinct from property boundary surveys).
  - *Infrastructure Prioritization:* Emphasizing publicly funded infrastructure improvements over property rights restrictions.
  - *Right-of-Way Optimization:* Utilizing city rights-of-way to expand drainage capacity and ditch networks.
- **Systematic Maintenance and Equipment:** Develop and publish a recurring maintenance cycle for cleaning drainage ditches, restoring the functional capacity of retention basins, and utilizing specialized machinery like the city Streetsweeper to prevent debris accumulation.
- **Comprehensive Rate Studies:** Procure professional rate studies for water, sewer, stormwater, solid waste, and recreational facilities to ensure fee structures align with actual maintenance and public service costs.
- **Permeable Technology Incentives:** Create a program to incentivize the use of permeable materials by residents to reduce neighborhood runoff, specifically highlighting the integration of the Turf Block Program.

II. Environmental Stewardship

Focus: Protecting the tree canopy and preserving vital maritime ecosystems.

- **Old-Growth Tree Protection and Management:** Develop and adopt a robust ordinance specifically designed to protect "champion" trees, supported by a comprehensive, updated Tree Inventory.
- **Marsh and Shoreline Restoration:** Prioritize marsh preservation and the protection of vulnerable shorelines by initiating two high-impact environmental restoration projects.
- **Dune Stabilization and Access:** Sustain critical erosion-mitigation efforts through investment in Dune Walkovers and strategic sea oat planting.

III. Community Spaces and Programming

Focus: Enhancing recreational assets and connectivity.

- **Parks Master Plan Update:** Modernize the citywide Parks Master Plan to reflect current usage trends and community demographics.
- **Donner Park Upgrades:** Leverage grant and private funding sources for baseball field and other improvements.
- **Marsh Oaks Community Center:** Dedicate specific programming and operational resources to maximize the utility of this new facility.
- **Neighborhood Amenities and Maintenance:** Fund dedicated Community Garden upkeep, park facility improvements, and park maintenance.

IV. Public Safety and Mobility

Focus: Improving visibility, traffic flow, and modernizing local legislation.

- **Town Center Illumination:** Install upgraded street lighting within the Town Center to enhance pedestrian safety and visibility.
- **Traffic Calming and Infrastructure:** Implement the Sherry Drive traffic calming project, utilizing targeted tool deployments like Speed Bumps and Right-of-Way Parking Demarcation to manage residential traffic flows.
- **E-Bike Legislation (Version 2.0):** Craft updated regulations to address evolving safety trends and usage patterns for electric bicycles.

V. Organizational Excellence and Partnerships

Focus: Maintaining high service standards, community engagement, and regional advocacy.

- **Employee Recruitment and Retention:** Implement strategies to hire, train, and retain a high-quality professional workforce.
- **Volunteer Optimization:** Focus on better utilizing our community's talented volunteers to enable us to do more great work across all municipal initiatives.
- **Civic Engagement and Infrastructure:** Modernize city infrastructure beginning with a Citizen Polling initiative to gather community feedback, paired with modest facility updates like replacing the aging Commission Chamber Chairs.

- **Educational Advocacy:** Continue proactive engagement with Duval County Public Schools regarding boundary and budget issues to ensure the long-term viability of Atlantic Beach Elementary.

1. Strategic Opportunities: Operational Efficiency and Capital Project Wins

To maintain a balanced budget without compromising essential infrastructure, the City must leverage internal efficiencies, capitalize on recent state funding successes, and ensure that fee-supported services recover their actual operational costs.

Major Infrastructure Grants and Capital Projects

Governor DeSantis has officially signed the state budget, securing **$1,062,500** across three critical Atlantic Beach infrastructure priorities, alongside an exceptional ranking for our resilience initiatives. We continue to maximize these opportunities through strategic advocacy and professional grant consulting partnerships.

- **Sherman Creek Dredging and Bank Stabilization:** $650,000 in state funding approved. We also have a separate $1 million Federal FY 2026–27 community funding request active in the legislative queue to advance further phases.
- **Dora Drive Stormwater Mitigation Pond:** $212,500 in state funding approved. This project is engineered to protect 92 structures from 25-year flood events. The city intends to leverage this $212,500 state appropriation as our 25% local match for a FEMA Hazard Mitigation Grant Program (HMGP) design and survey grant. The total projected funding for FY 2026-27 is expected to reach $850,000, fully covering design costs.
- **Marsh Oaks Septic Tank Elimination:** $200,000 in state funding approved to further our phased septic-to-sewer conversion efforts.
- **Resilient Lift Station Project (Phase I):** The Governor signed the Resilient Florida implementation program at full funding ($160 million). Because Atlantic Beach's Phase I project ranked second on the statewide list, our grant writers report we are safely in line for a $1.34 million state matching share. This will fund vital floodproofing for five of our most vulnerable lift stations: Mimosa Cove, Lakeside, Palm Avenue, 11th Street, and Camelia Street. An official award announcement is expected any day.
- **Sea Gardens Lift Station:** Advanced in the infrastructure pipeline to further safeguard the local sewer network against environmental vulnerabilities.
- **Stanley Road Stormwater Pipe Enlargement:** This project (stretching from Stanley to Donner) is HMGP-funded. We are currently awaiting final approval of our design documents and construction estimates from the state to unlock construction funding. The contract execution is anticipated within FY 2026-27.

Veto Update: The Governor vetoed our requested $195,000 appropriation for the Sailfish Drive multiuse path. Accordingly, administration will revisit this connectivity project with the Commission during an upcoming budget workshop to determine if alternative funding paths are viable.

Operational and Communications Improvements

- **Digital Communication Efficiencies:** In partnership with BS&A, we successfully launched our new e-Plan Site Plan Review Software. Modernizing public information distribution and internal workflows significantly reduces print and administrative overhead while increasing development review transparency. General Communications Improvements continue across departments to digitize workflows.
- **Fee-Supported Service Alignment:** Transitioning specialized municipal services into self-sustaining models, reducing their reliance on general tax revenue.
- **Strategic Communications Expansion:** To further build upon these digital milestones, the city will develop and implement a formal, Strategic Communications Plan. This initiative will anchor our operations around proven best practices within the municipal communications arena. To achieve the transparency and reach our community expects, the city will invest in both dedicated human resources and updated communications technology. This framework will ensure proactive public messaging, streamline resident feedback loops, and foster greater civic engagement.

2. Internal Cost Containment ("Belt-Tightening")

Faced with tightening margins, surging fuel prices, and climbing health insurance premiums, the administration is leading by example with aggressive internal cost-control measures. These decisions are difficult but necessary to avoid immediate property tax spikes.

- **Workforce Restructuring:** For the first time in more than a decade, the City will reduce its FTE count. This careful restructuring optimizes departmental workflows and lowers long-term salary and benefit liabilities.
- **Conservative Compensation Adjustments:** The upcoming budget proposes the smallest employee salary increase in more than 10 years. While retaining top talent remains a priority, this step reflects the immediate need for organization-wide fiscal restraint.
- **PTO Bank Optimization:** We are implementing a strategic restructuring of our PTO bank policy. By adjusting accrual limits and cash-out structures, the City is actively mitigating long-term compensated absence liabilities.

3. Modest and Targeted Fee Adjustments

To relieve pressure on the General Fund, the City will implement modest, localized fee increases, ensuring specific services are supported directly by users rather than broad tax subsidies.

- **Annual Utility Indexing (Water, Sewer, and Stormwater):** Implementing predictable, annual adjustments to utility and stormwater rates. These incremental increases directly fund crucial Capital Improvement Projects (CIP), ditch

maintenance, road paving, aging infrastructure replacement, and environmental compliance.

- **Recreation Permits:** Adjusting fee structures for recreational programs and facility usage (such as the newly completed Aquatic Dog Park pavilion) to better align with the rising operational and maintenance costs of parks and public spaces.
- **Building Permits:** Updating the building department fee schedule to reflect the actual administrative and logistical costs of plan reviews, code enforcement, and field inspections.

4. Looming Challenges: Structural Revenue Shifts and Regional Pressures

The primary drivers of our current fiscal constraints are external, structural, and contractual. We must proactively plan for shifting tax exemptions and sunsetting regional revenue sources.

Long-Term Revenue and Environmental Vulnerabilities

- **Coastal and Climate Resilience:** As a coastal city spanning three square miles with two miles of ocean beach, we face escalating infrastructure protection and mitigation costs. We must safeguard our stormwater systems and maintain robust emergency reserves against severe weather events.
- **Homestead Exemption Pressures:** Ongoing legislative expansions and structural shifts in homestead exemptions continue to limit property tax revenue growth, decoupling municipal revenue from real-world inflationary pressures on service delivery.
- **The Sunset of the "Better Jacksonville Plan" Revenue:** The impending loss of the Better Jax sales tax revenue represents a major structural shift. This sunsetting regional revenue source has historically offset significant capital and infrastructure burdens; its expiration leaves a financial void that must be actively managed.
- **City of Jacksonville (COJ) Interlocal Agreement:** Renegotiating or adapting to the shifting terms of our interlocal agreement with Duval County may impact shared revenue distributions, county-provided services, and cost-sharing metrics.

Operational and Contractual Hardships

- **Potential Hiring Freeze:** If revenue lines do not stabilize following the Better Jax elimination and prospective property tax realignment, the city may be forced to implement a comprehensive hiring freeze. This presents a challenge for maintaining optimal service levels in high-demand departments.
- **Partnership Obligations (Boys and Girls Clubs):** Maintaining this critical partnership with the Boys and Girls Clubs of Northeast Florida remains a high priority. Managing our funding obligations and operational expectations within our

joint agreement requires careful recalibration to ensure community benefit matches fiscal capacity.

- **Compounded Utility Pressures:** While utility fee increases represent an opportunity to stabilize the enterprise funds, they simultaneously present a political and community challenge. Communicating the necessity of concurrent annual increases for water, sewer, and stormwater utilities to residents will require absolute transparency regarding infrastructure needs.

5. Key Decisions to Make

The City Commission will need to provide definitive policy and funding direction on the following localized items during upcoming workshops:

1. **16th Street Walkover:** Determining structural parameters, budget allocations, and execution timelines for access maintenance.
2. **ARCC Grant Funding:** Finalizing the application, deployment, and matching allocation strategy for upcoming grant project cycles.
3. **Donations to Nonprofits:** Establishing the baseline funding levels and evaluation criteria for municipal resource contributions to local community organizations.

6. Forward-Looking Strategic Outlook

To put our property tax rate in perspective locally: under Atlantic Beach's current rate, the homesteaded owner of a $500,000 home pays about $1,070 a year in property taxes directly to the City. For an entire year of police protection, storm drainage, paved roads, ditch maintenance, and clean, equipped parks, the cost is equivalent to a premium boutique fitness subscription--about $89 a month.

To maintain this exceptional return on investment for our residents, our upcoming budget presentations to the Commission emphasizes a three-pronged approach:

- **Protect Core Infrastructure:** Ensure enterprise funds (Water, Sewer, Stormwater) remain self-sustaining through predictable annual adjustments, avoiding massive, back-loaded rate shocks to residents. We must also begin work immediately on the next FDEP Resilient Florida cycle before the September 1 deadline.
- **Optimize Intergovernmental Partnerships:** Aggressively defend the city's interests during upcoming interlocal agreement discussions and regional revenue transitions (COJ).
- **Exhaust Internal Efficiencies:** Demonstrate to taxpayers that the city is exhausting all internal "belt-tightening" options -- including workforce restructuring and minimized salary growth -- before seeking broad-based millage rate adjustments.

Attachment C to
7-20-26 Minutes

7/20/26 - Item 2C
Handout

CITY OF ATLANTIC BEACH
FY 2026-27 BUDGET WORKSHOP NO. 2

To: Honorable Mayor, Members of the City Commission, and the Atlantic Beach Community
From: Kevin Hogencamp, City Manager
Date: July 20, 2026
Subject: Fiscal Year 2026-27 Budget Planning Update

1. Executive Summary and Strategy

- **Core Approach:** With a potential annual property tax revenue shortfall beginning in FY 2027-28, staff proposes balancing the budget by reducing planned FY 2025-26 expenditures, spending smartly in FY 2026-27, adopting the smallest net pay increase in over 10 years, using special revenue funds for targeted projects, maintaining the City's low property tax rate, adjusting fees minimally, and managing reserves per policy target (25% minimum / 50% maximum of General Fund expenditures).
- **Property Tax (Ad Valorem):** Holds steady at **2.7499 mills** (among Florida's lowest municipal rates for full-service cities). A homesteaded home assessed at $500,000 pays ~$1,070 annually (~$89/month).
- **Revenue Impact:** Property valuation growth yields **~$600,000** in new revenue; a General Fund reserve transfer adds **$TBA**.
- **Homestead Referendum Scenario:** Staff modeled an estimated **~$1.08M** revenue cut in FY 2027-28 due to potential state tax shifts.
- **Efficiency Drivers:** BS&A and e-Plan software rollouts streamline long-term operations despite initial implementation costs.

2. Workforce and Compensation Strategy

Economic Context (BLS CPI -- June 2026)

- **Headline CPI:** Overall 12-month CPI increased **3.5%** over the year ended June 2026.
- **Core CPI:** Core CPI (all items less food and energy) stands at **2.6%**.

Citywide Compensation ("Greater Of" Formula)

- Raises the minimum wage floor from **$16.83/hr** ($35,006.40/yr) to **$18.00/hr** ($37,440/yr) via a fixed **$2,433.60** annual boost.
- **Mechanism:** Employees receive the *greater* of $2,433.60 OR a percentage rate adjustment.
- **Pivot Point Baseline ($121,680 Base Salary):**
  - *Under $121,680:* Receives $2,433.60 (effective raise of 2.43% to 6.95%).

- *Over $121,680:* Currently capped at **2.0%**.

Inflation Adjustment and Strategic Realignment Options

- **Purchasing Power Impact:** Capping staff over $121,680 at 2.0% falls 0.6% short of Core CPI (2.6%) and 1.5% short of headline CPI (3.5%).
- **Compounding Risk:** Unaddressed loss in real purchasing power will compound in future fiscal years if the 0.6% gap is not accounted for on top of subsequent Core CPI figures. While energy prices are expected to normalize downwards, food prices remain historically sticky.
- **Net-Cost Neutral Solution:** Revise the cap percentage for salaries over the pivot point to at least **2.6%** to keep pace with Core CPI. To ensure zero net cost increase to the City, staff can simultaneously lower the salary pivot point threshold (rebalancing the $2,433.60 flat rate allocation). This publicly demonstrates commitment to protecting employee purchasing power without compromising budgetary constraints.
- **Another Net-Cost Neutral Option:** Simply increase all employee salaries the same amount ($2,433.60)

General Fund Personnel Adjustments (FY 2026-27)

- **Net Reduction:** Net decrease of 1 position.
- **Positions Eliminated:** HR Deputy Director and Building Maintenance (~$170k salary-and-benefit savings).
- **Executive Restructuring:** Deputy City Manager reimagined as Chief of Staff (~$20k savings). Add Communications Lead (~$68k salary), offset by executive reductions.
- **Long-Term Plan (Years 1-3):** Target net reduction of at least 5 additional FTEs via attrition through FY 2028-29 (~$500k savings).
- **Fiscal Headwinds:** Healthcare, pension, fuel volatility, PTO liabilities, expiring sales tax, and potential tax reform cuts ($1.0M in FY 27-28; $1.8M in FY 28-29).

Police Department Compensation and Budget Context

- **Pay Practices and Union Negotiations:**
  - The City as a matter of practice keeps up with neighboring cities' starting pay.
  - Historically, the top five police positions (unionized) have received step increases corresponding with salaries of unionized police employees. That practice is being revisited with consideration of a one-year organization-wide salary plan adjustment, which may mean staff proposes salaries significantly lower than those staff members have come to expect.
- **Budget Timing and Overview:**
  - There are too many moving parts -- most notably the uncertainty of FY 2027 revenue amounts and, in the case the Police Department, the continuation of

collective bargaining agreement negotiations -- for Staff to propose a formal budget at this time.
    - *Overview:* The FY 2026 police budget was **$8.7 million**. It is staff's intention to limit the increase of the General Fund portion of that budget by **no more than 3%**.
- **Key Cost Drivers and Operational Navigations:** In addition to contractually obligated increased pay higher than the rest of the workforce as a result of collective bargaining, Staff is navigating:
    - Purchase of additional vehicles (as many as three)
    - Substantial increase in pension contributions (much more so than general employee pensioners)
    - Health insurance and fuel cost volatility
    - Radio communication hardware and taser replacements

3. Reserve Policy and Accounting Structure

- **General Fund Reserves:** $500K transfer used to balance the budget. Unassigned balance must remain strictly between **25% (3 months)** and **50% (6 months)** of total expenditures. Excess funds over 50% are allocated to one-time non-recurring uses.
- **Enterprise Reserves (Projected Sept 30, 2026):**
    - Water: **$1.87M**
    - Sewer: **$2.50M**
    - Capital Projects: **$1.00M**
    - Tree Protection: **$617k**
    - Better Jacksonville: **$485k**
    - Paid Parking: **$331k**

4. Statutory Compliance (HB 1329)

- **Mandate:** Effective Jan 1, 2027 (impacts FY 2027-28 forward); requires modeling a **10% budget reduction exercise**.
- **Exemptions and Impact:** Public safety and debt service are exempt. Protected public safety forces non-safety General Fund departments (Parks, Public Works, IT, Admin) to face effective operational cuts of **up to 20%**.
- **Schedule:** Budget calendar published Jan 30; tentative budget posted late summer; 10% Reduction Workshop held mid-September prior to final adoption.

5. Homestead Reform Shortfall Mitigation Options

- **Projected Revenue Loss:** $1.0M (FY 2027-28) | $1.8M (FY 2028-29)
- **New Fees and Assessments:** Fire/EMS property-based assessment fee, neighborhood streetlight assessment districts, expanded paid parking, and special roadway maintenance assessments.

- **Transfers and Internal Offsets:** Enterprise utility transfers to General Fund and reviewing CRA districts to return property tax revenues directly to the General Fund.
- **Expense Cuts:** Delaying/scaling back CIP, resurfacing and multi-use path projects, auditing shared interlocal service agreements, and cutting at least FTEs through attrition by FY 2028-29 ($500k savings).
- **Tax Adjustments:** Raising millage rates as a last resort and maximizing state/regional grants.

6. Interlocal Agreement Renegotiation (City of Jacksonville)

- **Context:** The 1982/1996 agreement framework deducts a 3.2907 millage differential from beach taxes for county services. Outdated service definitions have created cost-sharing friction.
- **Third-Party Study:** Atlantic Beach hired an independent firm, Civic Consulting Group, to evaluate service equity and update agreement terms.
- **Interim Fire Savings:** Executed a temporary 2-year extension reducing the Fire and Rescue contribution from $1.5M to $750,000 (**$750,000 annual savings**).
- **Strategic Recommendations:**
  - Treat the $750k savings as non-recurring; direct it to capital reserves rather than permanent operational costs.
  - Model three multi-year scenarios: Base Case (Status Quo), Conservative Case (higher cost-sharing), and Optimization Case (recapturing revenue for double-taxation).
  - Align a special City Commission meeting with the release of the Civic Consulting Group study.

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 28, 2026

MEETING DATE: Aug. 10, 2026

BACKGROUND: The rolling 90-day calendar is routinely revised based on input from City staff and City Commission members, and is included in each agenda for consideration of approval by consensus.

Please note that the next 2026 City Commission budget workshop meeting has been scheduled for:

- 6 p.m. Wednesday, Aug. 19, at City Hall

Please also note that the next 2026 town hall meeting has been scheduled for:

- 10 a.m. Saturday, Oct. 17, at City Hall.

BUDGET: None

RECOMMENDATION: Accept the 90-Day Calendar for August 2026-October 2026 by consensus.

ATTACHMENT: City Commission 90-Day Calendar (August 2026-October 2026)

REVIEWED BY CITY MANAGER: 

CITY COMMISSION

August 2026

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 Movie in the Park "Lilo and Stitch" 8:30 pm (Bull Park)
2 Farmers Market 10 am-2 pm (Russell Park)	3	4	5	6 Police Union Contract Negotiation Session 11 am	7	8
9 Farmers Market 10 am-2 pm (Russell Park) Songwriters Concert 6 pm (Gulliford Hall)	10 City Commission 6:00 pm (Invoc-Ring)	11	12 Environmental Stewardship Cmte. 6 pm	13 Pension Boards 6 pm	14	15 Movie in the Park 7 pm (Johansen Park)
16 Farmers Market 10 am-2 pm (Russell Park)	17	18 Primary Election	19 City Commission Budget Workshop 6 pm	20 Artist Reception 5 pm (Adele Grage)	21	22
23 Farmers Market 10 am-2 pm (Russell Park) Acoustic Night 6 pm (Adele Grage)	24 City Commission 6:00 pm (Invoc-Ford)	25 Community Development Board 6 pm	26 Arts, Recreation, Culture Committee 9am – 5pm Environmental Stewardship Cmte. 6 pm	27 Atlantic Beach Film Series – "Kiss the Ground" 6 pm (Adele Grage)	28	29 Theater in the Park 6pm (Johansen Park)
30 Farmers Market 10 am-2 pm (Russell Park) Theater in the Park 6 pm (Adele Grage)	31					

CITY COMMISSION

September 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3 Code Enforcement 2 pm	4	5
6 Farmers Market 10 am-2 pm (Russell Park) Songwriters Concert 6 pm (Gulliford Hall)	7 City Offices Closed Labor Day Holiday	8 Arts, Recreation, Culture Committee 6 pm	9 Environmental Stewardship Cmte. 6 pm	10	11	12 Forest Bathing/Nature Therapy 10am – Noon (Howell Park)
13 Farmers Market 10 am-2 pm (Russell Park)	14 City Commission 6:00 pm (Invoc-Bole)	15 Community Development Board 6 pm	16	17 Artist Reception 6 pm (Adele Grage)	18 Brush Up Paint Class 6pm (Adele Grage)	19 Fall Festival 10am – 1 pm (Donner Park)
20 Farmers Market 10 am-2 pm (Russell Park) Acoustic Night 6 pm (Adele Grage)	21	22	23 Environmental Stewardship Cmte. 6 pm	24	25	26
27 Farmers Market 10 am-2 pm (Russell Park)	28 City Commission 6:00 pm (Invoc-Grant)	29	30			

CITY COMMISSION

October 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4 Farmers Market 10 am-2 pm (Russell Park) Songwriters Concert 6 pm (Gulliford Hall)	5	6	7	8 Code Enforcement Special Magistrate 2 pm	9	10
11 Farmers Market 10 am-2 pm (Russell Park)	12 City Commission 6:00 pm (Invoc-Kelly)	13 Arts, Recreation, Culture Committee 6 pm	14 Environmental Stewardship Cmte. 6 pm	15 Artist Reception 5-8 pm (Adele Grage)	16	17 Town Hall Meeting 10 am (City Hall) Family Fun Day & Campout Under the Stars 4-10 pm (Jack Russell Park)
18 Farmers Market 10 am-2 pm (Russell Park) Acoustic Night 6pm (Adele Grage)	19 City Commission Budget Workshop 6 pm	20 Community Development Board 6 pm	21	22	23	24
25 Farmers Market 10 am-2 pm (Russell Park)	26 City Commission 6:00 pm (Invoc-Ring)	27	28 Environmental Stewardship Cmte. 6 pm	29	30 ABPD Not-So-Spooky Haunted House	31

Building Department Monthly Activity Report
June 2026

	Permits Issued		Building Permit Fees		Construction Value	
	FY 2025	FY 2026 YTD	FY 2025	FY 2026 YTD	FY 2025	FY 2026 YTD
Single Family/SF Attached	39	27	$98,930.29	$82,681.78	$21,516,132.38	$20,439,875.00
Duplex	0	0	$0.00	$0.00	$0.00	$0.00
Multi-Family	0	0	$0.00	$0.00	$0.00	$0.00
Residential Addition	48	45	$36,503.33	$41,797.85	$9,018,882.57	$4,284,602.00
Residential Accessory	16	21	$3,196.86	$9,615.61	$554,543.56	$2,774,774.91
Residential Alteration	244	171	$55,063.82	$50,710.48	$8,654,095.83	$5,196,903.69
Demolition	39	29	$4,280.00	$22,910.48	$1,286,800.00	$1,949,501.25
Commercial New	4	5	$4,730.00	$455.00	$1,742,292.00	$335,000.00
Commercial Addition	2	2	$3,447.00	$190.00	$1,899,443.00	$17,442.00
Commercial Accessory	0	1	$0.00	$714.85	$0.00	$18,516.30
Commercial Alteration	31	18	$29,108.57	$25,647.37	$11,158,989.00	$5,984,435.00
Other	2119	1585	$245,213.94	$267,397.78	$42,886,384.03	$22,968,098.59
TOTAL	**2542**	**1904**	**$480,473.81**	**$502,121.20**	**$98,717,562.37**	**$63,969,148.74**

Inspections Performed		
Type	FY 2025	FY 2026 YTD
Building	2270	1867
Roof	825	372
Electrical	764	540
Mechanical	798	724
Plumbing	567	551
New Business	0	0
TOTAL	**5224**	**4054**

Permits Issued June 2026

	No. Issued	Building Permit Fees	Construction Value
Single Family/SF Attached	3	$ 10,297.49	$ 2,107,625.00
Duplex	0	$ -	$ -
Multi-Family	0	$ -	$ -
Residential Addition	4	$ 3,277.04	$ 322,320.00
Residential Accessory	5	$ 2,830.67	$ 216,563.89
Residential Alteration	33	$ 13,462.68	$ 1,216,788.16
Demolition	3	$ 8,017.30	$ 54,746.00
Commercial New	0	$ -	$ -
Commercial Addition	0	$ -	$ -
Commercial Accessory	1	$ 714.85	$ 18,516.30
Commercial Alteration	1	$ 335.50	$ 24,670.00
Swimming Pool	2	$ 1,662.48	$ 167,211.95
Roof	22	$ 7,368.50	$ 840,463.22
Driveway/ ROW	19	$ 2,270.00	$ 102,311.02
Fence/ Wall/ Barrier	9	$ 688.00	$ 37,583.41
Electrical	38	$ 5,510.95	$ 227,322.25
Mechanical	61	$ 7,510.53	$ 427,930.21
Plumbing	26	$ 2,791.42	$ 315,040.43
Sign	0	$ -	$ -
Fire	2	$ 548.00	$ 120,000.00
Civil and Site	0	$ -	$ -
Other Misc.	11	$ 13,205.00	$ -
TOTAL	240	$ 80,490.41	$ 6,199,091.84

Fees Collected June 2026

Re-Inspection Fees	
State Surcharges	
City Surcharge Retained	
Building Plan Check Fees	

Inspections Performed June 2025

Building	256
Roof	10
Electrical	91
Mechanical	84
Plumbing	149
New Business	0
TOTAL	**590**

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Potential future consideration of Resolution No. 26-97 adopting amendments to the Teen/Youth Council structure by repealing prior Teen Council provisions and establishing the Atlantic Beach Youth Council as a staff-administered youth club.

SUBMITTED BY: Amanda L Askew, Neighborhoods Department Director

TODAY'S DATE: July 29, 2026

MEETING DATE: August 10, 2026

BACKGROUND: On May 27, 2025, the City Commission adopted Ordinance No. 5-25-71, which repealed all prior CARAC/ARCC resolutions except for the Teen Council provisions contained in Resolution No. 22-52. The Teen/Youth Council continues to be a formal advisory body of the City.

As part of the Recreation Division's ongoing efforts to modernize youth engagement and expand participation opportunities, staff recommends transitioning the Teen/Youth Council from a formal advisory committee -- subject to Sunshine Law, appointment procedures, and board requirements\ -- to a staff-administered youth club. This transition will allow for:

- Increased accessibility and participation for Atlantic Beach youth
- Greater flexibility in programming, scheduling, and leadership development
- Reduced administrative burden associated with formal board management
- Alignment with current recreation programming practices

The proposed Resolution No. 26-97 repeals the Teen/Youth Council provisions of Resolution No. 22-52, which superseded Resolutions No. 18-32, 18-51, and 19-68. The resolution dissolves the Teen/Youth Council as a formal advisory committee and establishes the Atlantic Beach Youth Club (ABYC) as a voluntary program administered by Recreation staff.

The proposed Atlantic Beach Youth Council (ABYC) maintains the mission established under the previously adopted resolution by strengthening communication between the City's youth and local government while promoting civic engagement, leadership development, and community service. The program provides Atlantic Beach high school students with opportunities to collaborate with the Arts, Recreation and Culture Committee (ARCC), the City Commission, and City staff through volunteer service, educational initiatives, and participation in City meetings and community events.

The Youth Council will focus on issues affecting local youth, encourage public service, and provide students with a greater understanding of municipal government. Members will assist with

community events, service projects, and youth-focused programming while serving as representatives for their peers.

Participation is open to Atlantic Beach students entering grades 9-12 who maintain a minimum 2.0 GPA and satisfactory school conduct. Applicants must submit an application, a letter of recommendation, and required parental authorization forms. The program is designed to develop future community leaders while creating a meaningful partnership between the City's youth and municipal government.

BUDGET IMPACT

Reduces staff time on meeting notices and minutes.

STAFF RECOMMENDATION

Discuss the merits of the proposed the resolution.

PUBLIC OUTREACH

- Website
- Local schools
- Atlantic Beach Boys and Girls Club
- Social media
- E-Newsletter
- Utility bill newsletter
- News release

ATTACHMENTS

1. Resolution No. 26-97
2. Resolution No. 22-52
3. Exhibit A

REVIEWED BY CITY MANAGER: Kevin Hogancamp

RESOLUTION NO. 26-97

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, REPEALING THE TEEN/YOUTH COUNCIL PROVISIONS OF RESOLUTIONS NO. 22-52; DISSOLVING THE TEEN/YOUTH COUNCIL AS A FORMAL CITY COMMITTEE; ESTABLISHING THE "ATLANTIC BEACH YOUTH COUNCIL" AS A STAFF-ADMINISTERED YOUTH COUNCIL; PROVIDING FOR PURPOSE, MEMBERSHIP, OPERATIONS, AND LIMITATIONS; PROVIDING FOR CONFLICT, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, on May 27, 2025, the City Commission adopted Ordinance No. 5-25-71, repealing all prior CARAC/ARCC resolutions except for the Teen Council provisions contained in Resolutions No. 22-52; and

WHEREAS, the retained Teen Council provisions continued to establish and govern the Teen/Youth Council as a formal advisory body of the City, subject to applicable requirements for advisory boards, including appointment procedures, public meeting requirements, and compliance with the Florida Sunshine Law; and

WHEREAS, the City Commission recognizes the importance of meaningful youth engagement and encourages opportunities for Atlantic Beach youth to participate in civic activities, community service, leadership development, and programs that strengthen communication between youth and local government; and

WHEREAS, the Recreation Division has evaluated the current structure of the Teen/Youth Council and determined that transitioning from a formal advisory committee to a staff-administered youth program will increase accessibility, expand participation opportunities, and better align with current recreation programming practices; and

WHEREAS, transitioning the Teen/Youth Council to a youth Council model will provide greater flexibility in programming, scheduling, leadership development opportunities, and youth participation while reducing the administrative requirements associated with maintaining a formal advisory committee; and

WHEREAS, Resolution No. 26-97 repeals the Teen/Youth Council provisions contained in Resolution No. 22-52, which previously superseded Resolutions No. 18-32, 18-51, and 19-68, thereby dissolving the Teen/Youth Council as a formal advisory committee of the City; and

WHEREAS, Resolution No. 26-97 establishes the Atlantic Beach Youth Council (ABYC) as a voluntary youth program administered by the Recreation Division to continue fostering youth involvement, civic awareness, leadership development, and community service opportunities; and

WHEREAS, the Atlantic Beach Youth Council will continue the mission of the former Teen/Youth Council by strengthening communication between Atlantic Beach youth and local

government through collaboration with City staff, the Arts, Recreation, & Culture Committee (ARCC), and the City Commission; and

WHEREAS, the Atlantic Beach Youth Council will provide Atlantic Beach high school students with opportunities to participate in volunteer service, educational initiatives, community events, youth-focused programming, and activities designed to enhance their understanding of municipal government and public service; and

WHEREAS, the City Commission finds that establishing the Atlantic Beach Youth Council will provide a more accessible and effective framework for youth engagement while preserving the City's commitment to empowering young residents and encouraging their active participation in the community.

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

SECTION 1. The Teen/Youth Council provisions contained in Resolution No. 22-52 are hereby repealed in their entirety. These provisions shall have no further force or effect.

SECTION 2. The Teen/Youth Council is hereby dissolved as a formal advisory committee of the City. It shall no longer be considered a board, committee, or advisory body under the City Code, and shall not be subject to:

- Florida's Government-in-the-Sunshine Law
- Florida Public Records Law (beyond normal program records)
- City board/committee appointment procedures
- Term limits or residency requirements
- Reporting requirements to the City Commission

SECTION 3. (a) The "Atlantic Beach Youth Council" (ABYC) is hereby established as a voluntary youth Council administered by City staff within the Recreation Division. (b) The purpose of ABYC is to promote youth leadership, civic engagement, community service, and participation in arts, recreation, and cultural programming. (c) ABYC shall operate as a program, not a board. It shall have no independent authority to advise the City Commission unless specifically requested by staff or the Commission. The proposed program is outlined in Exhibit A.

SECTION 4. (a) Membership shall be open to youth meeting criteria established by City staff. (b) Members shall not be appointed by the City Commission. (c) Staff may establish bylaws, meeting schedules, leadership roles, and program expectations. (d) ABYC may participate in volunteer activities, community events, and leadership projects as approved by staff. (e) ABYC shall not incur or obligate City funds except as authorized through the Recreation Division budget.

SECTION 5. Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Commission of the City of Atlantic Beach, Florida, this ___ day of _____, 2026.

_____

Curtis Ford, Mayor

Attest:

_____

Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____

Jason Gabriel, City Attorney

DRAFT

RESOLUTION NO. 22-52

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ATLANTIC BEACH, FLORIDA, REPEALING PORTIONS OF PREVIOUS LEGISLATION REGARDING THE CULTURAL ARTS AND RECREATION ADVISORY COMMITTEE; RENAMING SAID COMMITTEE TO THE ARTS, RECREATION, AND CULTURE COMMITTEE; ADOPTING NEW PROVISIONS GOVERNING THE COMMITTEE INCLUDING: PURPOSE; MEMBERSHIP; TERMS OF MEMBERSHIP; FILLING OF VACANCIES; REMOVAL OF MEMBERS; DUTIES AND RESPONSIBILITIES; CITY STAFF ADMINISTRATIVE SUPPORT; PROCEDURES AND RULES; ORGANIZATION OF OFFICERS AND LIABILITY TO CITY; PROVIDING FOR CONTINUITY OF CURRENT COMMITTEE MEMBERS AND TERMS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission adopted Resolution No. 02-13 creating a Cultural Arts and Recreation Advisory Committee (CARAC); and

WHEREAS, the provisions of Resolution No. 02-13 have been amended by Resolutions 03-05, 10-08, 18-32, 18-51, and 19-68; and

WHEREAS, the Cultural Arts and Recreation Advisory Committee has recommended substantial revisions to these governing Resolutions.

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

SECTION 1. Repeal of Resolution Numbers 02-13, 03-05, and 10-08, and repeal in part of Resolution Numbers 18-32, 18-51 and 19-68.

The City Commission hereby repeals all provisions of Resolution Numbers 02-13, 03-05, 10-08, 18-32, 18-51 and 19-68; provided, however, the following provisions of Resolution Numbers 18-32, 18-51 and 19-68, pertaining to the Teen Council are expressly retained:

> Section 2 of Resolution No. 18-32, as modified in Section 2 of Resolution No. 18-51 and as further modified in Section 2 of Resolution No. 19-68, provided all references to CARAC in each said Sections 2 shall henceforth mean the Arts, Recreation, and Culture Committee.

SECTION 2. Adoption of New Provisions and New Committee Name.

The City Commission hereby approves the name change from the Cultural Arts and Recreation Advisory Committee to the Arts, Recreation, and Culture Committee ("ARCC") and hereby adopts the following provisions regarding the Arts, Recreation, and Culture Committee:

ARTS, RECREATION, AND CULTURE COMMITTEE

1. **Purpose.**

The purpose of the Arts, Recreation, and Culture Committee ("ARCC" or "Committee"), previously named the Cultural Arts and Recreation Advisory Committee ("CARAC"), is to propose, plan, promote and review artistic, recreational and cultural programs, exhibits, events, and projects for the citizens of Atlantic Beach. The Committee is advisory only and exists for the purpose of providing advice related to arts, recreation and culture to the City Commission regarding the most efficient and effective ways to spend limited tax dollars for the maximum benefit of the community. The Committee shall propose a diverse variety of activities related to arts, sports and leisure, culture, education, history, enrichment, and social engagement to benefit citizens in all areas of Atlantic Beach.

2. **Membership.**

There shall be a total of seven (7) Committee members with one (1) alternate member, all appointed by the City Commission, and all of whom shall be bona fide residents of Atlantic Beach. The alternate member is strongly encouraged to attend every meeting and shall be allowed to vote and participate in ARCC business in the absence of one or more regular Committee members.

3. **Terms of members; filling of vacancies.**

The terms of office shall be for three (3) years and members may serve a maximum of three (3) consecutive terms. All terms shall expire on December 31 of the proper year, provided, however, that members whose terms expire shall continue to serve until replacement appointments are effective. Members of this Committee may hold a public office or other appointed position in the City, provided the powers and authority of this Committee remain advisory only. A member may choose to resign from the Committee at any time by giving written notice to the City Clerk. Any vacancy during the unexpired term of a member shall be filled by the alternate member automatically for the remainder of the term, unless the alternate member declines the position, in which case the vacant position will be filled by the City Commission. Should the length of the unexpired term

be less than one (1) year, then such appointment shall not count towards the maximum number of consecutive terms.

4. **Removal of members.**

Any Committee member may be removed for cause by the City Commission upon written charges and after public hearing. Any member who fails to attend three (3) consecutive meetings without notice to the Director of the Parks and Recreation Department or his/her designee and without reasonable cause may have his/her office declared vacant by the Committee. The Committee chair shall notify the City Clerk of such vacancy, and the City Commission shall promptly fill such vacancy.

5. **Duties and Responsibilities.**

(a) The Committee advises the City Commission on questions of general policy for City venues related to: art, sports and leisure, culture, education, and history programs; programs related to the City's artistic, recreational and cultural grant program; youth leadership program(s); calendar of events, matters of communication, equity and gaps in programming and accessibility; community center needs; and special projects as requested by staff or the City Commission.

(b) Working collectively, the Committee shall coordinate with staff on any needs, assessments, goals and/or program reviews within its mission; and, when appropriate, bring matters of public interest to the Director of the Parks and Recreation Department, the City Manager and/or the City Commission.

(c) The Committee performs a key role in the City's annual artistic, recreational and cultural grant program by: proposing grant program guidelines to the City Commission; reviewing grant applications; and providing advice regarding grant awards annually to the City Commission based on approved grant program guidelines, City Commission priorities and the needs of the community and community center programs.

(d) The Committee shall review request for City funding for artistic, recreational and cultural programs, events, and projects, and advise the City Commission as to which are in line with City Commission priorities.

(e) The Committee shall perform a key role by reviewing and advising the Parks and Recreation Department, the City Manager and/or the City Commission on the inventory of programs, special events, and youth leadership program(s) administered by the Parks and Recreation Department, their effectiveness, and the budget to support them, in line with Commission priorities.

(f) The Committee may be asked to advise the City Commission on any new recreation facilities under consideration by the City Commission, in line with City Commission priorities.

(g) The Committee shall request and review a report of activities from the directors of the City's community centers to the Committee at least annually.

(h) The Committee shall provide a report of its activities to the City Commission at least twice yearly. All advisory positions and statements of the Committee shall be adopted via official action of the Committee and shall be provided to the City Commission by City staff or the Committee Chair (or his/her designee) for review.

6. **City Staff Administrative Support.**

(a) Staff will be assigned by the City Manager to provide technical and administrative support. Staff will assist the Committee by preparing budgets, proper notice of and minutes of meetings, and other administrative and technical services, as needed.

(b) Staff will be responsible for the collection and expenditure of any City funds in accordance with purchasing guidelines.

7. **Procedures and Rules; Organization of Officers.**

(a) The Committee shall hold its regularly-scheduled meetings on the second Tuesday of each month at 6:00 p.m. in the City Commission chambers or other public venue.

(b) Special meetings may be called by the chair or a majority of the members.

(c) All meetings of the Committee shall be properly noticed and open to the public. Minutes of all meetings shall be recorded by City Staff and maintained by the City Clerk.

(d) The Committee and each member shall comply with the Florida Government in the Sunshine Law, Florida Code of Ethics for Public Officers and Employees, Florida Public Records Law, and related provisions of the City's Code of Ordinances and applicable resolutions, as may be amended from time to time.

(e) The Committee quorum is four members. Any official acts by the Committee shall require a majority vote of the members present; however, the Committee shall take no official action unless a quorum is present at a meeting.

(f) The Committee shall elect a chair, vice chair, and any other officers it deems advisable from among the regular members at the regularly-scheduled meeting in January each year.

(g) The chair shall preside at all meetings of the Committee. In the temporary absence or disability of the chair, all duties of the chair shall be performed by the vice chair.

(h) In all cases involving points of parliamentary law, "Robert's Rules of Order" shall be the book of reference, and its rules, so far as they are applicable and not in conflict with the provisions of the city's Charter, Code, or other city ordinances, shall be the rules of this Committee. The Committee may draft additional rules to govern the conduct of their business, which shall be approved by the City Commission.

(i) The Committee shall not create subcommittees.

8. **Liability to City.**

The City Commission shall consider the advisory statements for funding of events proposed by the Committee, but nothing in this Resolution or otherwise shall be construed as authorizing or empowering the Committee to impose any liability of any nature, financial or otherwise, upon the City, without City approval.

SECTION 3. Continuity of Current Committee Members and Terms.

Members currently serving on CARAC shall automatically continue to serve on the ARCC for the remainder of their terms. Service on CARAC by current members shall count towards the maximum number of consecutive terms.

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

PASSED AND ADOPTED by the City of Atlantic Beach, Florida , this 14th day of November, 2022.

Ellen Glasser, Mayor

Attest:

Donna L. Bartle, City Clerk

Approved as to form and correctness:

Brenna M. Durden, City Attorney

Exhibit A

The City of Atlantic Beach Youth Council

INTRODUCTION

The City of Atlantic Beach Youth Council (ABYC) is a diverse group of students who reside or recreate in the City of Atlantic Beach. Students will have the opportunity to partner with the Arts, Recreation, & Culture Committee (ARCC), elected officials and various City departments.

The goal of the ABYC is to foster open and positive communication between city government and the youth of our community. Students serve as liaisons and discuss youth-related issues that impact the school and community, while learning about municipal government. As such, the Youth Council members will be tasked with developing and implementing education and awareness programs designed to create safer communities. Ideally, the Youth Council Members will utilize a variety of methods to focus on topics that affect young people today such as drug and gang education, anti-bullying campaigns, underage drinking and driving, and gun violence. In addition, the students will attend city commission meetings, shadow city departments, volunteer at city events, and assist with community service projects to benefit other organizations.

The ABYC Program will help bridge the gap between youth and city government. In addition, the Youth Council Members will be offered insight and guidance from city leaders should they choose to follow a career path in the field of public service.

PURPOSE

The purpose of this organization is to promote knowledge and understanding of civic organizations while inspiring future generations to become active, engaged members of their communities. We strive to provide high school students with meaningful opportunities to develop leadership skills by planning and participating in positive community events that benefit the residents of Atlantic Beach. Through volunteerism, service projects, and civic engagement, the organization encourages students to make a lasting, positive impact while fostering a strong sense of responsibility, collaboration, and community pride. Our mission is to cultivate the public service leaders of tomorrow by promoting active citizenship, community involvement, and a lifelong commitment to serving others.

MISSION

- Coordinate and advise the Arts, Recreation, & Culture Committed (ARCC) with events and programing that engage teens in Atlantic Beach
- To provide a path of honest, meaningful, and reciprocal communication between the caring youth of the City of Atlantic Beach and the City's leaders
- To provide youth with an understanding of the inner-workings of municipal government
- To cultivate a sense of civic responsibility and public service
- To provide a safe and constructive learning environment

Exhibit A

- To encourage and develop effective leadership skills
- To provide real world opportunities for active community service in the City of Atlantic Beach
- To acknowledge the civic involvement and contributions of the youth of the City of Atlantic Beach
- To learn and seek feedback from our youth regarding contemporary issues affecting the positive development of the youth of the City of Atlantic Beach

ORGANIZATION

- The ABYC Program will be comprised of students who reside in the City of Atlantic Beach
- Students must maintain a minimum cumulative GPA of 2.0 and maintain satisfactory conduct in school to participate.
  - It is the Student's Principal's responsibility to advise the City of any disqualification of students
- Students participating in the program shall be between 9th and 12th grade. Students are encouraged to apply in the summer after 8th grade.
- Students should aspire to assist the City in its growth and desire to become a more dynamic and innovative City.
- Students must be involved in research projects and community service initiatives.
- Students should be eager to represent their peers to the Arts, Recreation, & Culture Committee (ARCC), elected officials, city manager, and other City leaders.

MEMBER SELECTION

- Applications shall be sent to the Recreation Division.
  - A letter of recommendation from a school administrator, guidance counsellor, teacher, coach, or another youth organization must accompany the student's completed application.
- Students and parents/guardians must sign travel, medical and photograph authorization forms.

YOUTH COUNCIL DUTIES AND RESPONSIBILITIES

- Attend orientation
- Attend one (1) City Commission meetings per calendar year
- Attend one (1) ARCC per calendar year
- Attend ABYC group meetings
- Participate in research projects, community service programs, sub-committees, and other city/community events and/or meetings upon request
- Prepare reports and make presentations to the Mayor and City Staff on ABYC's activities
- Hold public youth meetings to gather input from constituents
- Coordinate with local and national youth organizations as necessary
- Serve as a role model to other youth
- Educate other youth on municipal government
- Show proper respect and exhibit orderly conduct at all meetings and events
- Establish goals, work plans, and budgets to address youth concerns
- Identify issues affecting the City of Atlantic Beach
- Advise the ARCC, Mayor, Commission, and other City leaders on policy issues related to

Exhibit A

youth concerns

- Provide resources for youth-oriented programs and projects
- Promote public awareness of the strengths and abilities of the City's youth
- Connect teens to services
- Assist the City with the planning of youth activities

Exhibit A

ACTIVITIES

- COABYAs will utilize a variety of methods to focus on topics that affect young people today such as drug and gang education, anti-bullying campaigns, underage drinking and driving, and gun violence.
- Create a public service announcement to coincide with Red Ribbon Week which is an alcohol, tobacco and other drug and violence prevention awareness campaign observed annually in October each year in the United States.
- Leadership activities which will provide hands-on leadership development and training, with special emphasis on highlighting the inner workings of municipal government.
- Annual Research Project focusing on a relevant topic, exploring relevant conceptual research and policy issues.
- "Inside Government" facilities tours and presentations – COABYAs will tour various City departments and facilities, and receive information about their functions and operations.
- Service events – COABYAs will participate in various events, held by the City and community organizations, which provide assistance and give back to the community (i.e. Christmas festival, ribbon cuttings, parades, speeches/ceremonies, etc.).
- Mandatory attendance at select City Commission Meetings
- "Business Leaders Partnership/Networking Mixer" – A meeting where City officials and business leaders can meet to relate youth concerns, learn about the relationship between the City and its businesses, and exchange community betterment ideas.
- FLC Youth Video Competition or any other FLC special activities
- Atlantic Beach Youth Council Members shall be given preference for the City's Summer internships

City of Atlantic Beach
Neighborhoods Department
800 Seminole Road
Atlantic Beach, FL 32233

MEMO

To: Commissioner Ring

Cc: Kevin Hogencamp, City Manager

From: Amanda Askew, AICP, Neighborhoods Department Director

Date: August 5, 2026

Re: Request for information regarding lot width in RG and RG-M zoning districts

---

Per your request, attached is background information regarding the amendments to Chapter 24 affecting minimum lot width requirements in the RG and RG-M zoning districts.

The attachments include:

- Graphics from the PowerPoint presentations presented at multiple public meetings;
- The redline version of the ordinance, including staff comments, as published in multiple meeting agendas; and
- The final adopted clean version of the ordinance.

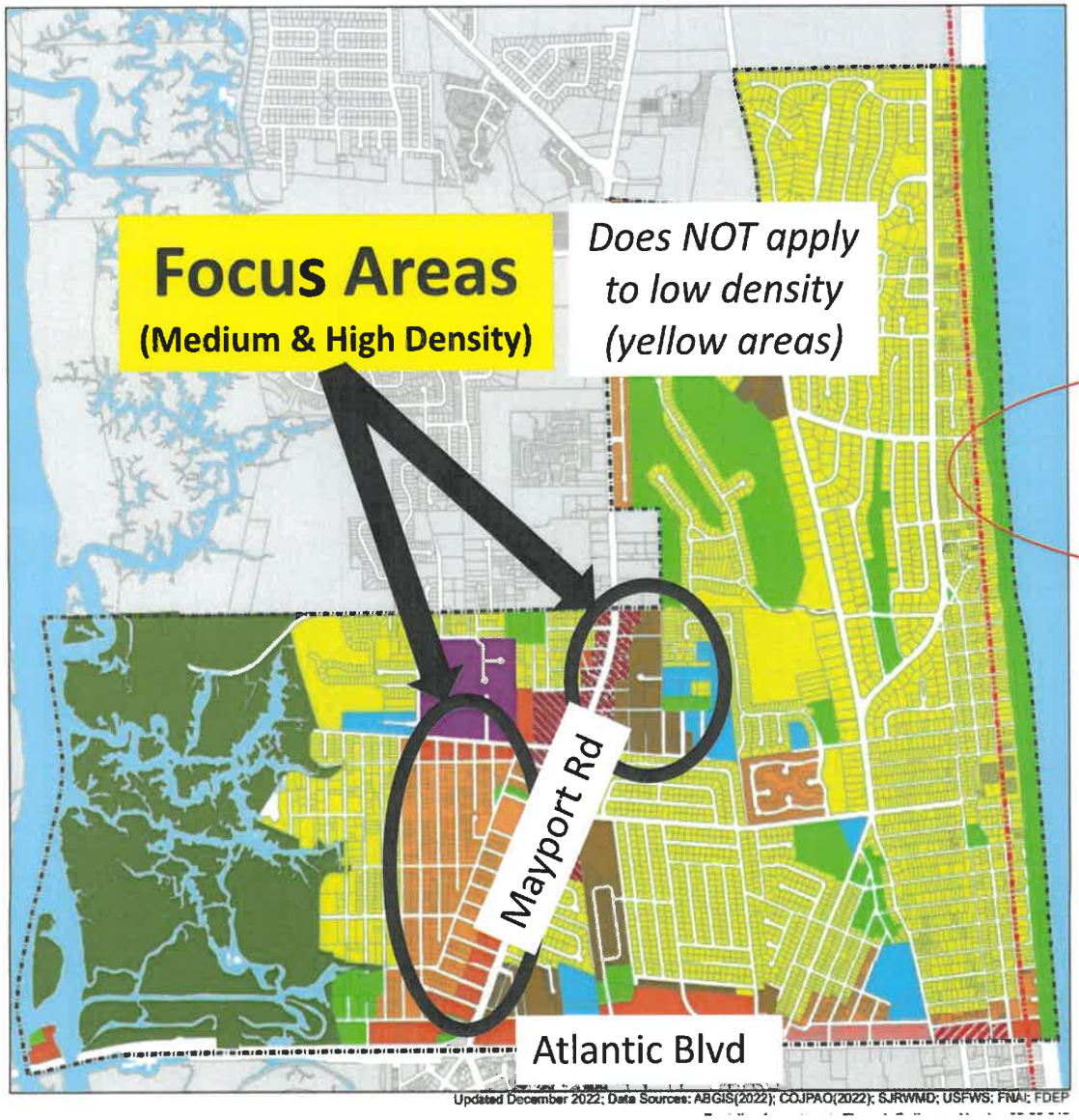
For background, staff first began evaluating this issue in 2023 in response to concerns raised by homeowners in the RG and RG-M zoning districts, primarily in the neighborhoods west of Mayport Road. It is important to note, however, that the RG-M zoning district also extends north of 18th Street on the east side of Seminole Road.

The attached graphics illustrate the differences between the previous code requirements and the adopted amendments. Under the previous code, detached single-family homes were generally not feasible because they could not meet the 75-foot minimum lot width requirement, despite meeting the minimum lot area requirement. As a result, development was effectively limited to townhomes and

duplexes.

The amendment reduced the minimum lot width requirement while maintaining the existing minimum lot size requirement. This change created opportunities for detached single-family homes without increasing the allowable residential density or the total number of dwelling units permitted within the zoning district.
In summary, the zoning code amendment did not increase the allowable density or the number of dwelling units. Rather, it expanded the range of permitted housing types by allowing development as either detached single-family homes or townhomes/duplexes, while preserving the same overall development intensity permitted under the previous regulations.

Minimum Lot Size in Medium & High Density



MAP A-1: FUTURE LAND USE MAP (FLUM)

City of Atlantic Beach
2030 Comprehensive Plan
Map Series

In the event of any conflict between any maps and the text of the Comprehensive Plan, the text of the Comprehensive Plan shall control.

Future Land Use Designations

- **Residential Low Density (RL)**
  Up to six (6) dwelling units per acre
- **Residential Medium Density (RM)**
  Up to fourteen (14) dwelling units per acre
- **Residential High Density (RH)**
  Up to twenty (20) dwelling units per acre
- **~~Conservation (CON)~~**
- **Recreation/Open Space (R/O)**
- **Public/Semi-Public (P/SP)**
- **Central Business District (CBD)**
- **Marsh Oaks Business District**
- **Saltair Business District**
- **Commercial (CM)**
- **Light Industrial (L/I)**
- **Coastal Construction Control Line**

Areas designated as Conservation are approximate; Exact boundaries to be determined by environmental survey

N W E S

0 0.25 0.5 Miles

Future Land Use Designations
Mayport Rd
Atlantic Blvd
0
0.25
0.5
Miles
Updated December 2022; Data Sources: ABGIS(2022); COJPAO(2022); SJRWMD; USFWS; FNAI; FDEP

Minimum Lot Size in Medium & High Density

The Future Land Use Map (FLUM) of the City's Comprehensive Plan designates residential areas of the city into different residential densities (Low, Medium, & High). Density = the number of dwelling units allowed per acre of land. The zoning code establishes minimum lot sizes for new lots within different zoning districts. These minimum lot sizes should correspond to the density allowed for that district. **However, the minimum lot size required for new single-family lots in medium and high density areas is inconsistent with the Comprehensive Plan.**

Zoning District/Density	Zoning Code: Minimum Lot Size		Comprehensive Plan: Density (units per acre)	Note*
Single-Family/ Low Density	Single-family: 7,500 square feet	Two-family: N/A *Not allowed in single-family zoning districts*	7,260 square feet per residential unit (6 units per acre).	Consistent
Two-Family/ Medium Density	7,500 sq ft for new single family lots	Two-family: 3,112 square feet	3,112 square feet per residential unit (14 units per acre).	Single-family is not consistent
Multi-Family/ High Density	7,500 sq ft for new single family lots	Two+ -family: 2,178 square feet	2,178 square feet per residential unit (20 units per acre).	Single-family is not consistent

The zoning code must be consistent with the Comprehensive Plan

Minimum Lot Size in Medium & High Density

Proposed:

Single-Family/Low Density: NO CHANGES

Two-Family/Medium Density: 5,000 sq ft for new single family lots

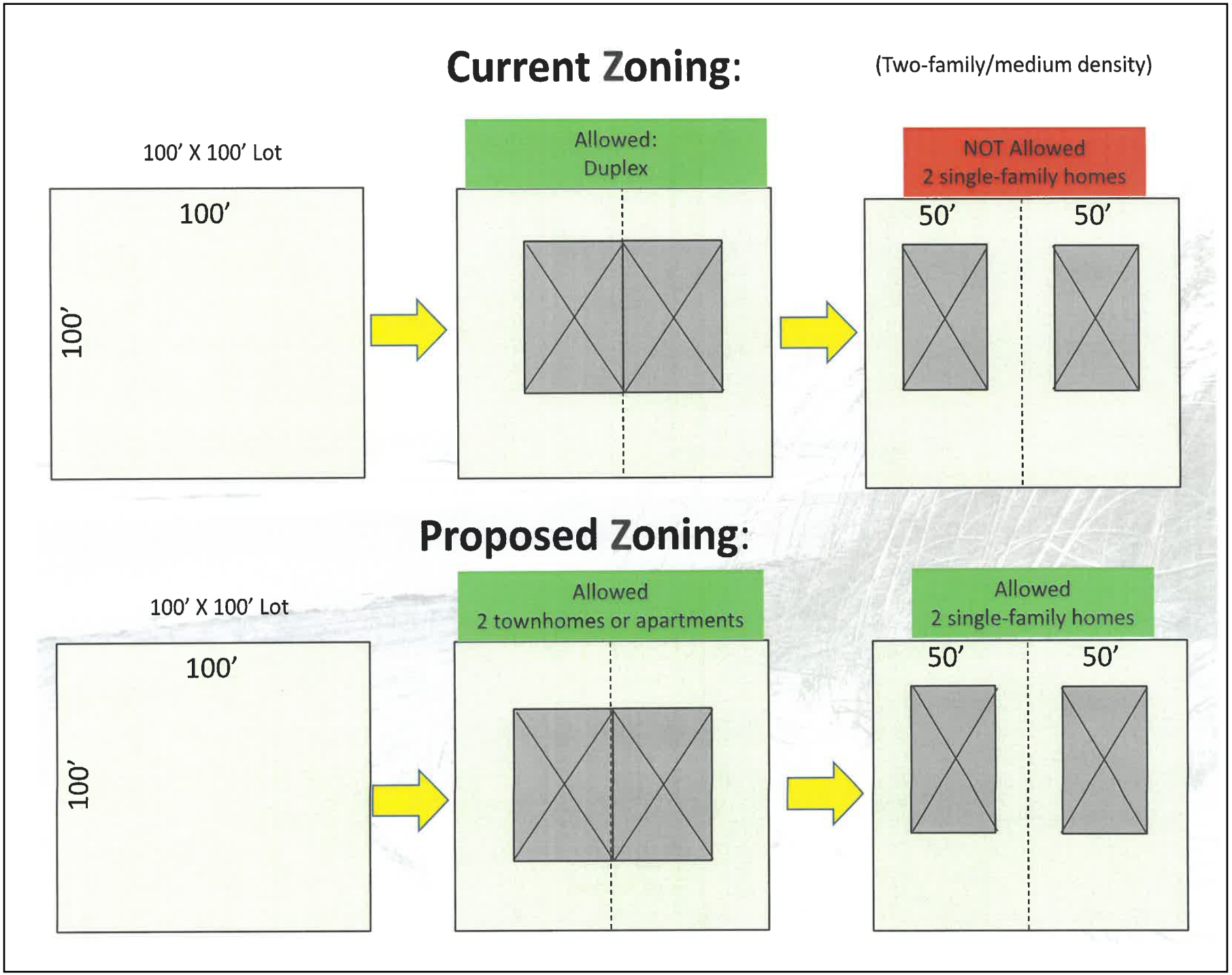
- This area largely consists of platted 50' X 100' lots, so this lot size was chosen to maintain the existing "character" or development pattern.

Multi-Family/High Density: 4,000 sq ft for new single family lots

- Lot sizes vary in this area. 40' X 100' was chosen to be more consistent with the Comprehensive Plan while also maintaining existing development patterns.

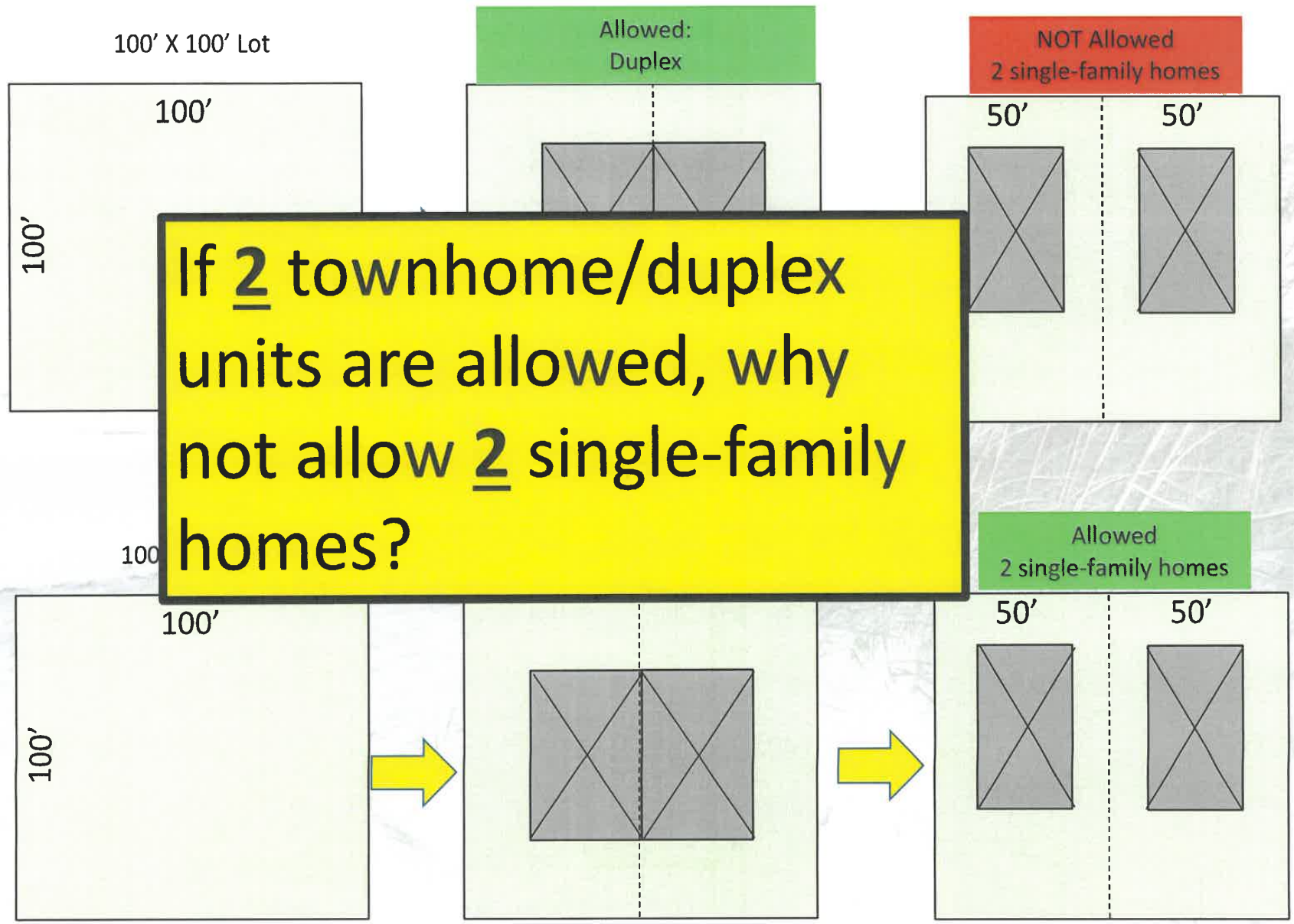
Zoning District/Density	Zoning Code: Minimum Lot Size		Comprehensive Plan: Density (units per acre)	Note
Single-Family/ Low Density	Single-family: 7,500 square feet	Two-family: N/A *Not allowed in single-family zoning districts*	7,260 square feet per residential unit (6 units per acre).	Consistent
Two-Family/ Medium Density	7,500 sq ft for new single family lots	Two-family: 3,112 square feet	3,112 square feet per residential unit (14 units per acre).	Single-family is not consistent
Multi-Family/ High Density	7,500 sq ft for new single family lots	Two+ -family: 2,178 square feet	2,178 square feet per residential unit (20 units per acre).	Single-family is not consistent

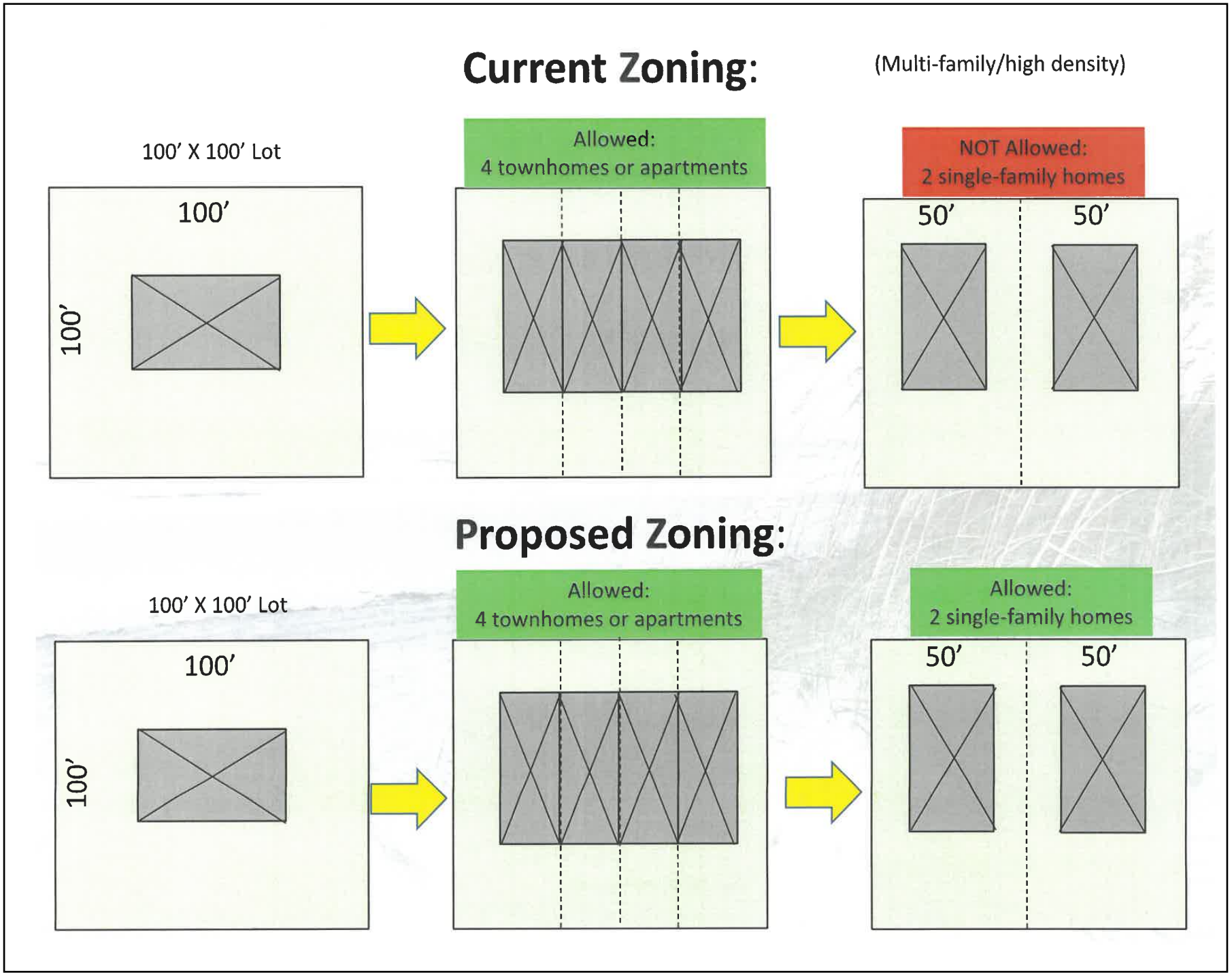
The proposed changes would NOT increase the number of homes allowed in these areas (see next slide).


Current Zoning:
(Two-family/medium density)
100' X 100' Lot
100'
100'
Allowed:
Duplex
NOT Allowed
2 single-family homes
50'
50'
Proposed Zoning:
100' X 100' Lot
100'
100'
Allowed
2 townhomes or apartments
Allowed
2 single-family homes
50'
50'

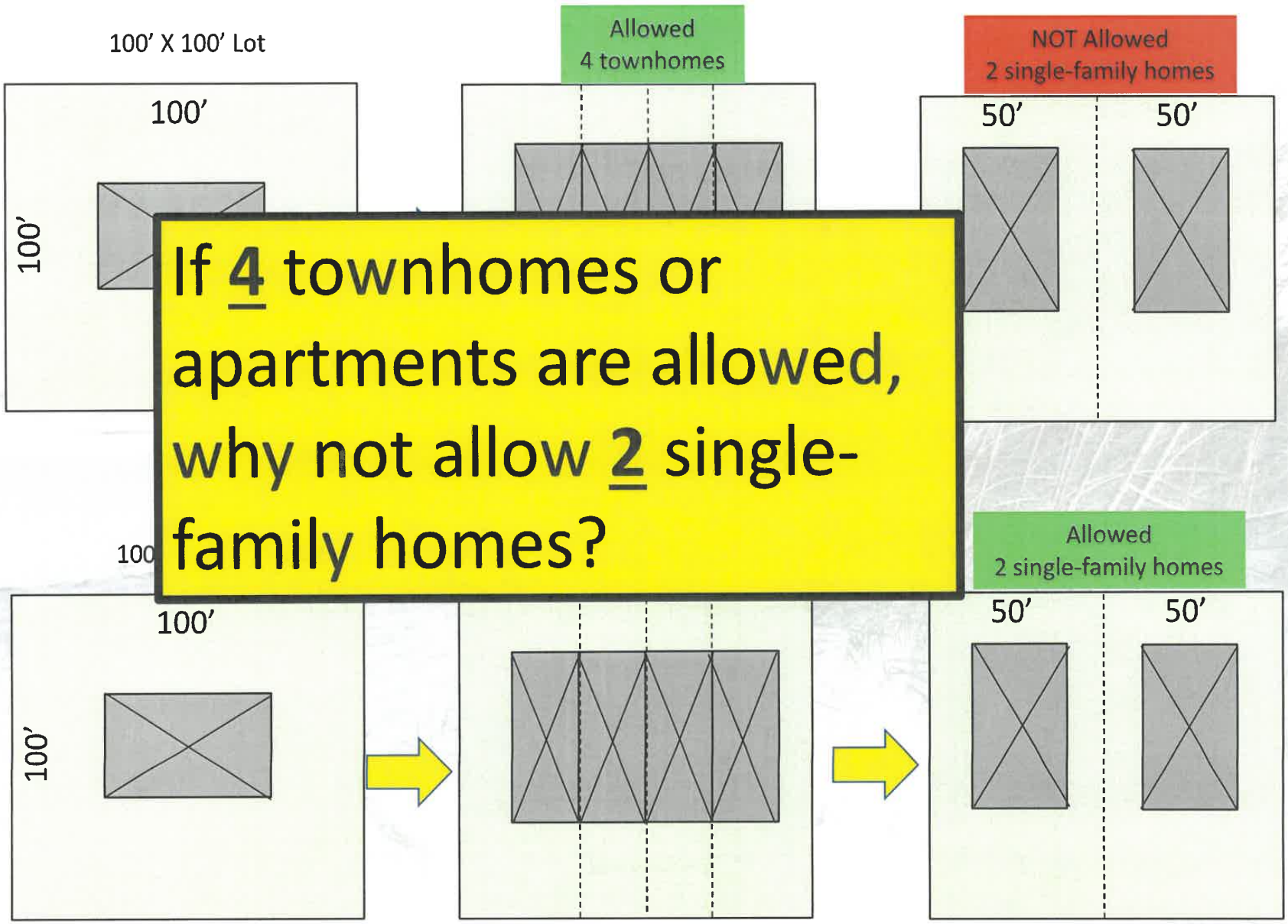
Current Zoning:

(Two-family/medium density)




Current Zoning:
(Multi-family/high density)
100' X 100' Lot
100'
100'
Allowed:
4 townhomes or apartments
NOT Allowed:
2 single-family homes
50'
50'
Proposed Zoning:
100' X 100' Lot
100'
100'
Allowed:
4 townhomes or apartments
Allowed:
2 single-family homes
50'
50'

Current Zoning: (Multi-family/high density)



Sec. 24-107. Residential, two-family district (RG).

(a) *Intent.* The RG zoning district is intended for development of low and medium density single-family and two-family residential uses.

(b) *Permitted uses.* The uses permitted within the RG zoning district shall be:

(1) Single-family dwellings.

(2) Two-family (duplex) dwellings, subject to density limitations.

(3) Accessory uses as set forth in section 24-151.

(4) Two-unit townhouses, subject to density limitations, compliance with article IV, subdivision regulations and section 24-88.

(5) Government uses, buildings and facilities.

(6) Family day care homes.

(7) Community residential homes, small.

(c) *Uses-by-exception.* The following uses may be approved as a use-by-exception within the RG zoning district.

(1) Child care facilities.

(2) Churches.

(3) Public and private recreational facilities not of a commercial nature and of a neighborhood scale intended to serve the surrounding residential neighborhood.

(4) Schools and community centers.

(d) *Minimum lot area.* Existing legally established lots of record may exist, which do not meet the below requirements. These lots may be developed subject to section 24-84(a) and all other applicable land development regulations and density limitations; however, all lots created after January 1, 2002 must comply with the following minimum requirements in order to obtain building permits authorizing development. The minimum size for lots within the RG zoning district shall be as set forth herein.

(1) Minimum lot area in the RG zoning district:

a. Residential low density: seven thousand two hundred sixty (7,260) square feet per dwelling unit.

b. Residential medium density: three thousand one hundred twelve (3,112) square feet per dwelling unit.

(2) Minimum lot width in the RG zoning district: Fifty (50) feet.

(3) Minimum lot depth in the RG zoning district: One hundred (100) feet.

(4) Notwithstanding subsections 1, 2 and 3, the final lot sizes for proposed new townhouse development may be less per unit, subject to density, compliance with article IV, Subdivision Regulations and section 24-88.

(e) *Minimum yard requirements.* The minimum yard requirements within the RG zoning district shall be:

(1) Front yard: Twenty (20) feet.

(2) Rear yard: Twenty (20) feet.

(3) Side yard:

a. Single-family. Combined fifteen (15) feet and five (5) minimum feet on either side.

b. Duplex. Seven and one-half (7.5) feet each side.

c. Townhouse.

(1) New construction:

i. Exterior side yard: Seven and one-half (7.5) feet.

ii. Interior side yard (shared lot line): zero (0) feet

(2) Additions to existing townhouse units:

i. Exterior side yard: Seven and one-half (7.5) feet.

ii. Interior side yard: Seven and one-half (7.5) feet for additions that are forward of the existing front plane of the townhouse unit.

iii. Interior side yard: Zero (0) feet for additions that are behind the existing front plane of the townhouse unit.

d. Corner lots. The side yard adjacent to a right-of-way containing a street shall be ten (10) feet.

Where there is a platted building restriction line that is greater than the minimum yards listed above, the building restriction line shall be enforced.

(f) *Building restrictions.* The building restrictions for the RG zoning district shall be:

(1) Maximum impervious surface: Forty-five (45) percent; provided, however, where lawfully existing structures and improvements on a parcel exceed this applicable percentage, modifications to such structures and improvements shall not exceed the pre-existing impervious surface percentage, provided the requirements of section 24-89 are met. However, new development and major remodels shall not exceed forty-five (45) percent regardless of the existing impervious surface percentage.

(2) Maximum building height: Thirty-five (35) feet.

(Ord. No. 90-24-253, § 3(Exh. A), 10-14-24)

Sec. 24-108. Residential, multi-family district (RG-M).

(a) *Intent.* The RG-M zoning district is intended for development of medium to high-density multi-family residential areas.

(b) *Permitted uses.* The uses permitted within the RG-M zoning district shall be:

(1) Single-family dwellings.

(2) Two-family (duplex) dwellings subject to density limitations.

(3) Townhouses, subject to density limitations, compliance with article IV, Subdivision Regulations and section 24-88.

(4) Multi-family dwellings, subject to density limitations.

(5) Accessory uses as set forth in section 24-151.

(6) Government buildings and facilities.

(7) Family day care homes and group care homes.

(8) Community residential homes, small and large.

(9) Foster care homes.

(10) Assisted living facilities with less than fifteen (15) residents.

(c) *Uses-by-exception.* The following uses may be approved as a use-by-exception within the RG-M zoning district:

(1) Churches.

(2) Public and private recreation facilities not of a commercial nature and of a neighborhood scale intended to serve the surrounding residential neighborhood.

(3) Child care facilities.

(4) Schools and community centers.

(5) Assisted living facilities with fifteen (15) or more residents.

(d) *Minimum lot area.* Existing legally established lots of record may exist, which do not meet the following requirements. These lots may be developed subject to section 24-84(a) and all other applicable land development regulations and density limitations; however, all lots created after January 1, 2002, must comply with these minimum lot size requirements in order to obtain building permits authorizing development. The minimum size for lots within the RG-M zoning district shall be as set forth herein.

(1) Minimum lot or site area:

a. Residential low density: seven thousand two hundred sixty (7,260) square feet per dwelling unit.

b. Residential medium density: three thousand one hundred twelve (3,112) square feet per dwelling unit.

c. Residential high density: two thousand one hundred seventy-eight (2,178) square feet per dwelling unit.

(2) Minimum lot width in the RG-M zoning district: Forty (40) feet.

(3) Minimum lot depth in the RG-M zoning district: One hundred (100) feet.

(4) Notwithstanding subsections 1, 2 and 3, the final lot sizes for proposed new townhouse development may be less per unit, subject to density, compliance with article IV, Subdivision Regulations and section 24-88.

(e) *Minimum yard requirements.* The minimum yard requirements in the RG-M zoning are:

(1) Front yard: Twenty (20) feet.

(2) Rear yard: Twenty (20) feet.

(3) Side yard:

a. Single-family dwellings: Combined fifteen (15) total feet and five (5) minimum feet on either side.

b. Two-family (duplex) dwellings: Seven and one-half (7.5) feet each side.

c. Townhouse dwellings:

(1) New construction: Seven and one-half (7.5) feet exterior side yard and zero (0) feet for the interior side yard (shared lot line).

(2) Additions to existing townhouse dwellings:

i. Exterior side yard: Seven and one-half (7.5) feet.

ii. Interior side yard: Seven and one-half (7.5) feet for additions that are forward of the existing front plane of the townhouse unit.

iii. Interior side yard: Zero (0) feet for additions that are behind the existing front plane of the townhouse unit.

c. Multi-family dwellings or non-residential structures: Fifteen (15) feet each side.

d. Corner lots: The side yard adjacent to a right-of-way containing a street shall be ten (10) feet minimum.

Where there is a platted building restriction line that is greater than the minimum yards listed above, the building restriction line shall be enforced.

(f) *Building restrictions.* The building restrictions for the RG-M zoning district shall be as follows:

(1) Maximum impervious surface: Forty-five (45) percent; provided, however, where lawfully existing structures and improvements on a parcel exceed this applicable percentage, additions/modifications to such structures and improvements shall not exceed the pre-existing impervious surface percentage, provided the requirements of section 24-89 are met. However, new development and major remodels shall not exceed forty-five (45) percent regardless of existing impervious surface percentage.

(2) Maximum building height: Thirty-five (35) feet.

(Ord. No. 90-24-253, § 3(Exh. A), 10-14-24)

(2) Lot width: Seventy-five (75) feet.

(3) Lot depth: One hundred (100) feet.

Existing language, added here for clarity.

(4) Notwithstanding subsections 1, 2 and 3, the final lot sizes for new townhouse development developed in accordance with section 24-86 may be less per unit.

(e) *Minimum yard requirements.* The minimum yard requirements within the RS-2 zoning district shall be:

(1) Front yard: Twenty (20) feet.

(2) Rear yard: Twenty (20) feet.

(3) Side yard: ~~Combined fifteen (15) total feet and five (5) minimum feet on either side.~~

a. Single-family. Combined fifteen (15) total feet and five (5) minimum feet on either side.

b. Duplex (as permitted by Section 24-86). Seven and one-half (7.5) feet each side.

c. Townhouse (as permitted by Section 24-86).

(1) New construction:

i. Exterior side yard: Seven and one-half (7.5) feet.

ii. Interior side yard (shared lot line): Zero (0) feet.

(2) Additions to existing townhouse units:

i. Exterior side yard: Seven and one-half (7.5) feet.

ii. Interior side yard: Seven and one-half (7.5) feet for additions that are forward of the existing front plane of the townhouse unit.

iii. Interior side yard: Zero (0) feet for additions that are behind the existing front plane of the townhouse unit.

Setbacks for duplexes and townhomes currently unclear in this district. Proposed setbacks are based on CDB recommendations.

d. Corner lots. The side yard adjacent to a right-of-way containing a street shall be ten (10) feet.

Existing regulations.

Where there is a platted building restriction line that is greater than the minimum yards listed above, the building restriction line shall be enforced.

(f) *Building restrictions.* Building restrictions within the RS-2 zoning district shall be:

(1) Maximum impervious surface: Forty-five (45) percent; provided, however, where lawfully existing structures and improvements on a parcel exceed this applicable percentage, ~~redevelopment of such parcels or~~ additions/modifications to such structures and improvements shall not exceed the pre-existing impervious surface percentage, provided the requirements of section 24-~~68~~9 are met. However, new development and major remodels shall not exceed forty-five (45) percent regardless of the existing impervious surface percentage.

(2) Maximum building height: Thirty-five (35) feet.

Remove grandfathering for impervious coverage on new development

(Ord. No. 90-10-212, § 2(Exh. A), 3-8-10; Ord. No. 90-19-240 , § 3(Exh. A), 7-8-19)

Sec. 24-107. - Residential, two-family district (RG).

(a) *Intent.* The RG zoning district is intended for development of low and medium density single-family and two-family residential uses.

(b) *Permitted uses.* The uses permitted within the RG zoning district shall be:

(1) Single-family dwellings.

(2) Two-family (duplex) dwellings, subject to density limitations.

(3) Accessory uses as set forth in section 24-151.

(4) Two-unit townhouses, subject to density limitations, compliance with article IV, subdivision regulations and section 24-88.

(5) Government uses, buildings and facilities.

(6) Family day care homes ~~and group care homes~~.

(7) Community residential homes, small.

Required by state, added here for clarity and consistency.

(c) *Uses-by-exception.* The following uses may be approved as a use-by-exception within the RG zoning district.

(1) Child care facilities.

(2) Churches.

(3) Public and private recreational facilities not of a commercial nature and of a neighborhood scale intended to serve the surrounding residential neighborhood.

(4) Schools and community centers.

Changed to match Comp Plan. Current min lot size matches low density single family zoning but does not make sense for two-family. Needs to be consistent with Comp Plan.

Minimum lot area. Existing legally established lots of record may exist, which do not meet the below requirements. These lots may be developed subject to section 24-84(a) and all other applicable land development regulations and density limitations; however, all lots created after January 1, 2002 must comply with the following minimum requirements in order to obtain building permits authorizing development. The minimum size for lots within the RG zoning district shall be as set forth herein.

(1) Minimum lot area in the RG zoning district: ~~Seven thousand five hundred (7,500) square feet.~~

a. Residential low density: 7,260 square feet per dwelling unit.

b. Residential medium density: 3,112 square feet per dwelling unit.

(2) Minimum lot width in the RG zoning district: Fifty ~~Seventy-five~~ (5075) feet.

(3) Minimum lot depth in the RG zoning district: One hundred (100) feet.

Changed lot width to more accurately reflect existing development and be consistent with Comp Plan density allowed. Current lot width matches low density single family but not this zoning.

(4) Notwithstanding subsections 1, 2 and 3, the final lot sizes for proposed new townhouse development may be less per unit, subject to density, compliance with article IV, subdivision regulations and section 24-88~~, provided the parent tract meets the requirements of subsections 1, 2 and 3~~.

(e) *Minimum yard requirements.* The minimum yard requirements within the RG zoning district shall be:

(1) Front yard: Twenty (20) feet.

(2) Rear yard: Twenty (20) feet.

(3) Side yard: ~~Combined fifteen (15) total feet and five (5) minimum feet on either side~~.

a. Single-family. Combined fifteen (15) feet and five (5) minimum feet on either side.

b. Duplex. Seven and one-half (7.5) feet each side.

c. Townhouse.

(1) New construction:

i. Exterior side yard: Seven and one-half (7.5) feet.

ii. Interior side yard (shared lot line): 0 feet

(2) Additions to existing townhouse units:

i. Exterior side yard: Seven and one-half (7.5) feet.

ii. Interior side yard: Seven and one-half (7.5) feet for additions that are forward of the existing front plane of the townhouse unit.

Setbacks for duplexes and townhomes currently unclear in this district. Proposed setbacks are based on CDB recommendations.

iii. Interior side yard: Zero (0) feet for additions that are behind the existing front plane of the townhouse unit.

d. Corner lots. The side yard adjacent to a right-of-way containing a street shall be ten (10) feet.

Where there is a platted building restriction line that is greater than the minimum yards listed above, the building restriction line shall be enforced.

(f) *Building restrictions.* The building restrictions for the RG zoning district shall be:

(1) Maximum impervious surface: Forty-five (45) percent; provided, however, where lawfully existing structures and improvements on a parcel exceed this applicable percentage, ~~redevelopment of such parcels or additions~~/modifications to such structures and improvements shall not exceed the pre-existing impervious surface percentage, provided the requirements of section 24-689 are met. However, new development and major remodels shall not exceed forty-five (45) percent regardless of the existing impervious surface percentage.

Added to no longer "grandfather" new development into impervious coverage above 45%.

(2) Maximum building height: Thirty-five (35) feet.

(Ord. No. 90-10-212, § 2(Exh. A), 3-8-10; Ord. No. 90-19-240 , § 3(Exh. A), 7-8-19)

Sec. 24-108. - Residential, multi-family district (RG-M).

(a) *Intent.* The RG-M zoning district is intended for development of medium to high-density multi-family residential areas.

(b) *Permitted uses.* The uses permitted within the RG-M zoning district shall be:

(1) Single-family dwellings.

(2) Two-family (duplex) dwellings subject to density limitations.

(3) Townhouses, subject to density limitations, compliance with article IV, subdivision regulations and section 24-88.

(4) Multi-family dwellings, subject to density limitations.

(5) Accessory uses as set forth in section 24-151.

(6) Government buildings and facilities.

(7) Family day care homes and group care homes.

(8 Community residential homes, small and large.

(9) Foster care homes.

(10) Assisted living facilities with less than fifteen (15) residents.

Required by state, added here for clarity and consistency.

(c) *Uses-by-exception.* The following uses may be approved as a use-by-exception within the RG-M zoning district:

(1) Churches.

(2) Public and private recreation facilities not of a commercial nature and of a neighborhood scale intended to serve the surrounding residential neighborhood.

(3) Child care facilities.

(4) Schools and community centers.

(5) Assisted living facilities with fifteen (15) or more residents.

(d) *Minimum lot area.* Existing legally established lots of record may exist, which do not meet the following requirements. These lots may be developed subject to section 24-84(a) and all other applicable land development regulations and density limitations; however, all lots created after January 1, 2002, must

Changed to match Comp Plan. Current min lot size matches low density single family zoning but does not make sense for two-family. Needs to be consistent with Comp Plan.

comply with these minimum lot size requirements in order to obtain building permits authorizing development. The minimum size for lots within the RG-M zoning district shall be as set forth herein.

(1) Minimum lot or site area: ~~Seven thousand five hundred (7,500) square feet.~~

a. Residential low density: 7,260 square feet per dwelling unit.

b. Residential medium density: 3,112 square feet per dwelling unit.

c. Residential high density: 2,178 square feet per dwelling unit.

Changed lot width to more accurately reflect existing development and be consistent with Comp Plan density allowed. Current lot width matches low density single family but not this zoning.

(2) Minimum lot width in the RG-M zoning district: Forty ~~Seventy-five~~ (40~~75~~) feet.

(3) Minimum lot depth in the RG-M zoning district: One hundred (100) feet.

(4) Notwithstanding subsections 1, 2 and 3, the final lot sizes for proposed new townhouse development may be less per unit, subject to density, compliance with article IV, subdivision regulations and section 24-88~~, provided the parent tract meets the requirements of subsections 1, 2 and 3~~.

(e) *Minimum yard requirements.* The minimum yard requirements in the RG-M zoning are:

(1) Front yard: Twenty (20) feet.

(2) Rear yard: Twenty (20) feet.

(3) Side yard:

a. Single-family dwellings: Combined fifteen (15) total feet and five (5) minimum feet on either side.

b. Two-family (duplex) dwellings ~~and townhouse~~: Seven and one-half (7.5) feet each side.

c. Townhouse dwellings:

(1) New construction: Seven and one-half (7.5) feet exterior side yard and zero (0) feet for the interior side yard (shared lot line).

(2) Additions to existing townhouse dwellings:

i. Exterior side yard: Seven and one-half (7.5) feet.

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Setbacks for duplexes and townhomes currently unclear in this district. Proposed setbacks are based on CDB recommendations.

c. Multi-family dwellings or non-residential structures: Fifteen (15) feet each side.

d. Corner lots: The side yard adjacent to a right-of-way containing a street shall be ten (10) feet minimum.

Where there is a platted building restriction line that is greater than the minimum yards listed above, the building restriction line shall be enforced.

(f) *Building restrictions.* The building restrictions for the RG-M zoning district shall be as follows:

(1) Maximum impervious surface: Forty-five (45) percent; provided, however, where lawfully existing structures and improvements on a parcel exceed this applicable percentage, ~~redevelopment of such parcels or~~ additions/modifications to such structures and improvements shall not exceed the pre-existing impervious surface percentage, provided the requirements of section 24-~~68~~9 are met. However, new development and major remodels shall not exceed forty-five (45) percent regardless of existing impervious surface percentage.

Added to no longer "grandfather" new development into impervious coverage above 45%.

(2) Maximum building height: Thirty-five (35) feet.

A PROPOSAL FOR ATLANTIC BEACH

Solving the Mayport Road Corridor Food Desert

A public-private opportunity to bring a DG Market to solve this deficiency in the community.

Presented to the Mayor and City Council of Atlantic Beach

August 10, 2026



THE PROBLEM

Mayport Road is a food desert



Fresh food access is the goal — not currently available on this corridor.

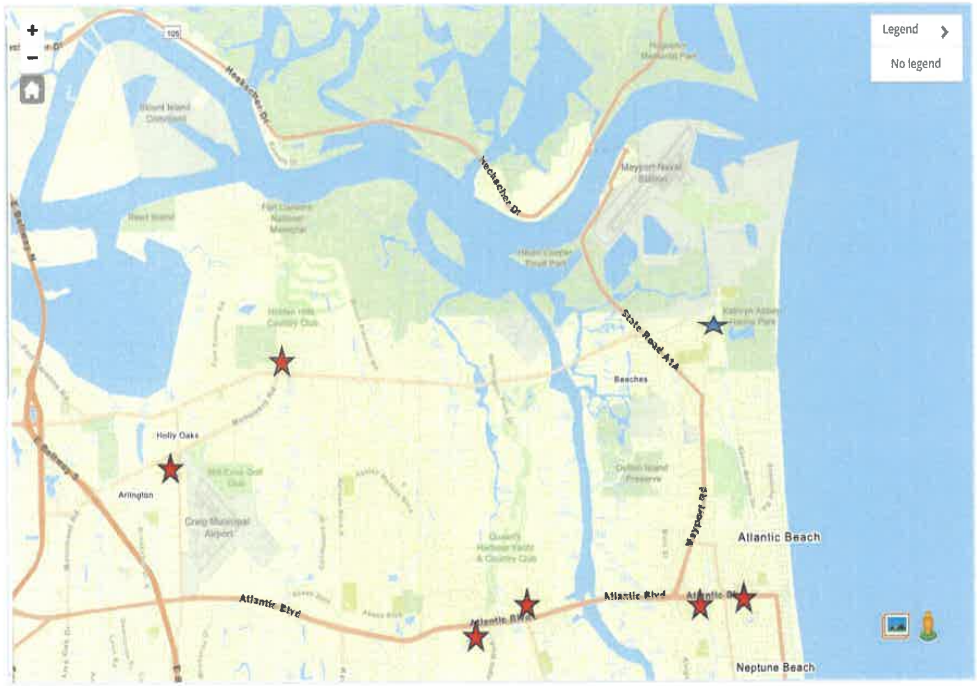
- Other than the Naval Station Mayport commissary, restricted to military families, there is no full-service grocery store on the Mayport Road corridor.
- The nearest Publix is over 3 miles away, out of reach for residents without reliable transportation.
- Food Lion closed in February 2012.
- Terry's Country Store, the corridor's longtime small grocer, closed in 2022 and is being re-developed as a specialty food concept, not a full grocery replacement.
- Residents currently rely on convenience stores and fast food for day-to-day food access.

"A store like Aldi would require about 20,000 square feet, perhaps three acres of land... on Mayport Road, do we have availability of that? We do not."

— Mayor Curtis Ford, Atlantic Beach (First Coast News)

POINTS OF INTEREST

Nearby options aren't far — just not on this corridor



2880 Mayport Road sits on the peninsula between the Naval Station and Atlantic Blvd, along the Mayport Rd corridor shown at left.

- Publix & Aldi - Atlantic Blvd, 32266 - 3 miles
- Publix - Monument Rd (32225) — approx. 6 miles
- Winn-Dixie – St Johns Bluff Rd, 32225/32277 - 7 miles

Every option sits in a neighboring zip code — close enough for a normal Jacksonville commute, but the Mayport Road corridor itself, in 32233, has none.

Source: Duval County Property Appraiser, JaxGIS

THE SITE

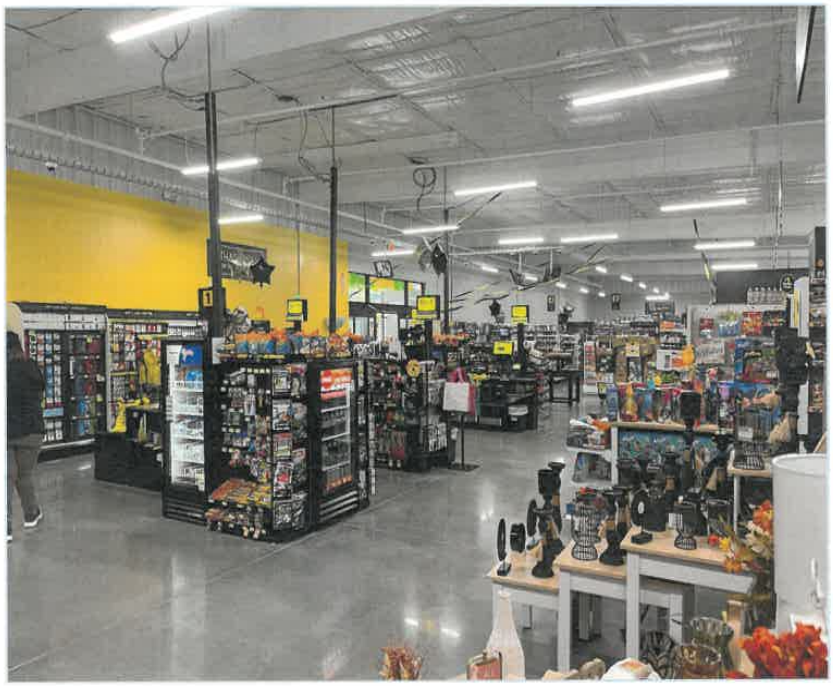
2880 Mayport Road 32233



Parcel boundary (RE# 168887 0000) against the surrounding residential streets — Wonderwood Dr, Apollo Dr, Regulus Dr, Darlene Dr, Vern Dr, and Pioneer Dr — home to the families this site would serve. Source: Duval County Property Appraiser, JaxGIS.

THE OPPORTUNITY

The City of Atlantic Beach owns the site



Reference: a completed DG Market interior

- 2880 Mayport Road, Jacksonville, FL 32233 — Not technically in Atlantic Beach
- 1.246 acres, owned by the City of Atlantic Beach
- Existing designs of 8,125, 9100 or 10640 square foot DG Market building footprints provide flexibility to comfortably situate a DG Market on this parcel
- 2 miles from Atlantic Boulevard — the most accessible stretch of the corridor
- Right-sized: Mayor Ford has noted "A traditional grocer needs 20,000 sq ft on 3 acres, land this corridor doesn't have assembled."
- An 8,125 sq. ft. DG Market comfortably fits this exact site.

THE SOLUTION

A DG Market on Mayport Road



An actual DG Market storefront

DG Market is Dollar General's expanded-format grocery concept, built to bring an assortment of fresh food, alongside everyday essentials, to communities without easy access to a full-service supermarket.

- Multiple price points from national and private brands; committed to price points to help customers stretch budgets
- 85 years — in business, founded 1939
- Accepts manufacturer and store coupons, as well as DG Digital Coupons
- $38.7B in annual sales
- Each new store creates new, local jobs and opportunities for career growth and development.

WHAT IT OFFERS

Fresh food, at everyday-low prices



DG Market stores are not a traditional grocery store, but they offer an expanded assortment of fresh food alongside the same everyday-low prices and convenience Dollar General is known for. Developed with a registered dietitian, the Better For You program adds a recipe library and at-shelf nutrition labels to help shoppers stretch their budget.

- Fresh produce & food
- Health & wellness
- Personal care & beauty
- Pet supplies & food
- Paper & cleaning
- Household essentials

THE STORE EXPERIENCE

A look inside DG Market



Fresh produce, meats, and dairy cases



Cold drinks, fresh dairy, and everyday grocery



Fresh and affordable bakery, selections stocked daily



A bright, fully stocked store, ready to open

THE DEVELOPMENT PARTNER

Who will build it: Teramore Development



Reference: fresh food and grocery build-out quality

Teramore Development is the contract builder and development partner for Dollar General and DG Market projects across the Southeast. Their team would handle site development and construction of the Mayport Road store from start to finish.

- 650+ Dollar General stores built since 2008
- $840M in real estate developed
- 5M sq ft of commercial construction delivered
- 200+ years — combined team experience
- Headquarters: Thomasville, GA & Salisbury, NC — serving the Southeast U.S.

WHY IT MATTERS FOR ATLANTIC BEACH

A new store means new local impact



Fully stocked shelves mean real, ongoing local impact

- Affordable access: everyday-low prices on food and household essentials, close to home
- Local jobs: new positions with competitive wages, benefits, and internal promotion pathways
- Approximately 70% of employees at or above the lead sales associate level were internally placed.
- Grant eligibility: local nonprofits, schools & libraries can apply for Dollar General Literacy Foundation grants
- Local tax revenue: new commercial activity generates ongoing tax revenue for the City

A PROVEN COMMUNITY PARTNER

Dollar General invests in its hometowns



Dollar General Literacy Foundation grant presentation

- Dollar General is proud to invest in its hometowns through its mission of Serving Others. This mission is the foundation on which the business was built and continues to be the guiding force for its future.
- The Dollar General Literacy Foundation awards grants each year within a 15-mile radius of stores and distribution centers to support adult, family, youth and summer literacy and education.
- Since 1993, DGLF has awarded $238 million to enhance the lives of nearly 20 million individuals.
- DG has awarded $3 million and in-kind donations to nourish millions of neighbors in need

THE ASK

What we're requesting tonight



The kind of store this parcel could support

We're asking the Council to consider the disposition of 2880 Mayport Road to Teramore Development, with a binding commitment to develop a DG Market serving the Mayport Road community.

Thank you

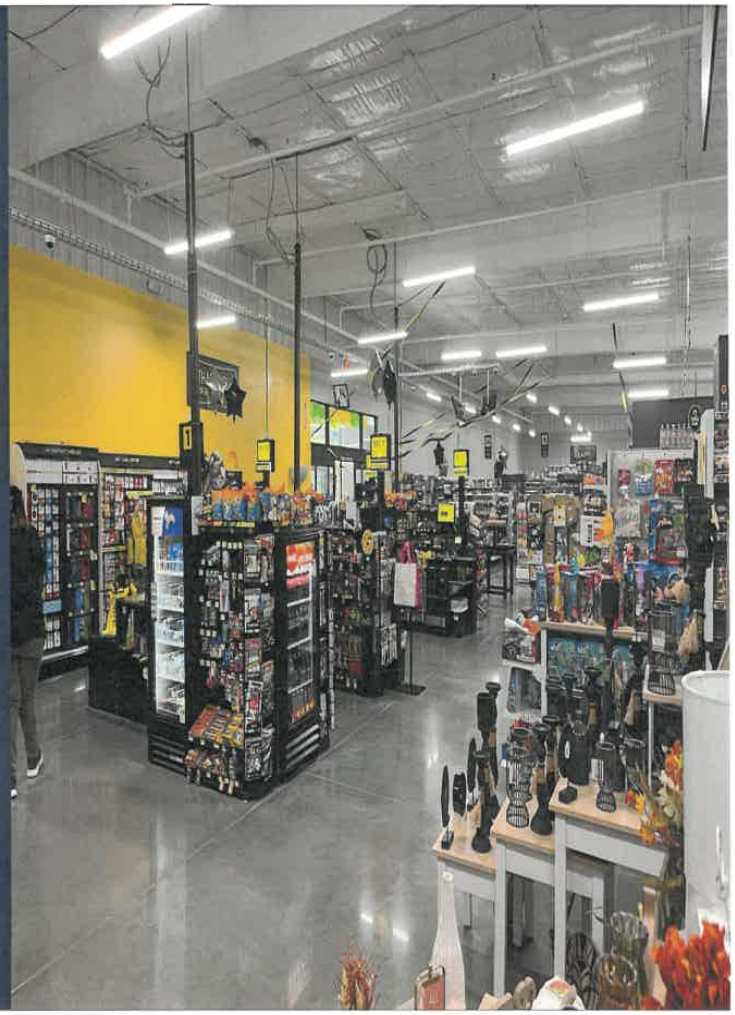
Let's bring fresh food access back to Mayport Road.

Questions & follow-up

Ryan Nix *904-887-1551* *RYANNIX@CBVFL.COM*

DG Market Development Concept

dollargeneral.com/market



ts

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 26-94 Purchase of a Philadelphia Mixer for the Wastewater Treatment Plant

SUBMITTED BY: Troy Stephens, Public Utilities Director

TODAY'S DATE: July 27, 2026

MEETING DATE: August 10, 2026

BACKGROUND: The Public Utilities Department is replacing the mixer in Tank #3 at the Wastewater Treatment Plant. Following an inspection, the existing mixer was recommended for replacement because it has reached the end of its service life, is considered obsolete, and replacement parts are increasingly difficult to obtain. Replacing the mixer will help maintain the reliability and efficiency of the treatment process while reducing the risk of equipment failure and extended downtime due to unavailable parts. The required replacement mixer is the Philadelphia Mixer Model 3853M PTOS. This is the same model that was installed on Tank #1 in 2024, ensuring equipment standardization across both tanks. Using the same model provides compatibility with existing spare parts, simplifies maintenance and servicing, reduces operator training requirements, and supports consistent long-term operation and reliability.

The City did not solicit competitive bids, as Philadelphia Mixing Solutions, LLC is the sole source supplier for the mixer, and Ryan Herco Flow Solutions is Philadelphia Mixing Solutions' sole authorized representative.

BUDGET: The budget for this expenditure is included in the Capital Improvement Projects account 410-5508-535-5200 Project No. PU2630 in the amount of $60,000. Including freight charges, the total cost for the mixer is $48,909.93.

RECOMMENDATION: Approve Resolution 26-94

ATTACHMENT(S):
1. Resolution 26-94
2. Sole Source Letter
3. Quote from Ryan Herco Flow Solutions

PUBLIC OUTREACH: NA

REVIEWED BY CITY MANAGER: Kevin Hogancamp

ts

RESOLUTION NO. 26-94

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, WASTEWATER TREATMENT PLANT NEW MIXER FOR TANK #3; 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, an inspection was performed on the mixer in tank #3 at the wastewater treatment plant; and

WHEREAS, the mixer was recommended for replacement due its age and replacement parts being difficult to obtain.; and

WHEREAS, Staff reached out to the supplier for the mixer, Ryan Herco Flow Solutions, a sole source provider, to obtain a quote for $48,909.93; and

WHEREAS, the budget for this project is available in the Utilities Treatment account 410-5508-535-5200, in Project PU2630 in the amount of $60,000; and

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

Section 1. The City Commission hereby authorizes funding the purchase of this mixer in the amount of $48,909.93 from account No. 410-5508-535-5200 from Project No. PU2630.

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

Section 5. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City of Atlantic Beach, this 10th day of August, 2026.

Attest:

_____
Donna L. Bartle, City Clerk

_____
Curtis Ford, Mayor

Approved as to form and correctness:

_____
Jason R. Gabriel, City Attorney

ts

City of Atlantic Beach
800 Seminole Rd.
Atlantic Beach, FL 32233

Attn: Danny Pittman

7/27/26

Dear Danny,

Philadelphia Mixing Solutions, LLC. designs and manufactures equipment for the water and wastewater industries. All the equipment and components are specified according to each application per a set of specifications, tolerances, and standards. Philadelphia Mixing Solutions, LLC is the only supplier of its named equipment.

Ryan Herco Flow Solutions is Philadelphia Mixing Solutions' sole authorized representative for products and site-specific sales in the municipal water and wastewater industries for the City of Atlantic Beach.

Regards,

Austin Bashline
Environmental Business Development Manager - Americas
Philadelphia Mixing Solutions

Philadelphia Mixing Solutions LLC
Headquarters, Service & Technology Center
1221 East Main Street, Palmyra, PA 17078, USA
Service & Technology Center
7210 Harms Road, Houston, TX 77041, USA
+1 717-832-2800
www.philamixers.com

Mixing Solutions Limited
Venture House, Bone Lane
Newbury • Berkshire RG14 5SH, UK
+44 1635 275300
www.mixingsolutions.com

Philadelphia Mixing Solutions Asia Pvt Ltd.
EFC Offices Spaces LLP
Unit No. 2202 A, 2nd Floor
Rajiv Gandhi InfoTech Park, Phase 1
Hinjewadi Pune 411057. India
+91 22 6241 2008 /67732000
www.philamixers-asia.com

June 22, 2026

Danny Pittman
City of Atlantic Beach
1100 Sandpiper Lane
Atlantic Beach, FL 32233

Proposal Number: Q83229 **Revision**: A
Reference: 393961175
Subject: Request for Quote

Dear Valued Customer,

Philadelphia Mixing Solutions, LLC (PMSL) is pleased to be considered as a supplier for this project. We are proud to lead the industry in providing our customers with improved agitation and mixing processes in mission-critical processes by supplying the right equipment at exceptional quality. Backed by over 60 years of industry experience in fluid mixing. We provide levels of expertise and experience for your mechanical and process mixing solutions.

- ✓ To ensure long design life, Philadelphia Mixing Solutions, LLC designs its own gear drives, shafts, and impellers that are specifically designed to accommodate the stresses common with mixing/agitation applications.
- ✓ **ISO-9001 Certified**
- ✓ Equipped to perform a variety of laboratory tests and computer modeling at our Palmyra, Pennsylvania facility including CFD, FEA, PIV laser, and many mixer configurations

Thanks again for giving us this opportunity. We greatly appreciate your business and look forward to working with your team.

Your contacts at Philadelphia Mixing Solutions:

Manufacturer's Representative
Frank Bruno

Ryan Herco Flow Solutions
813-450-9355
frank.bruno@rhfs.com

Regional Sales Manager
Rui Soares
Rui.Soares@spxflow.com

Application Engineer
Kevin Bradigan
Kevin.Bradigan@spxflow.com
+1 (717) 496-0130

Proposal

STANDARD PROPOSAL

Tank Tag	Mixer Description	Motor Power	Wetted End MOC	Tank Mounting	Qty.	Price Each
-	Raven 3853M PTOS Ratio: 57.7:1 (30.6 RPM) 80" Dia. ARI-2	3 HP with Thermostats	316/316L Stainless Steel	Top Entry Open Tank Drivestand	1	47,717.00 USD
					Freight:	**1,192.93 USD**
					Total:	**48,909.93 USD**

PROCESS INFORMATION

No new tank or process information has been provided to or reviewed by PMSL (in-kind replacement of a previously supplied mixer). Please contact PMSL for assistance with a specific mixing application.

This mixing equipment has been designed for operation in a tank or vessel without baffles.

ADDITIONAL NOTES ON OFFERING

The proposed mixer is an in-kind replacement for S/N 11UBN0128 (ON 54827). Note that the 4020 gearbox has been obsoleted and replaced with the Raven 3853M for this offering. Please refer to the preliminary drawing for specific dimensions and weights of the proposed mixer.

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 26-95 to Approve Change Order #4 for Bid No. 2526-05 Mary Street Drainage Improvements Project

SUBMITTED BY: Matt Krug, Deputy Public Works Director

TODAY'S DATE: July 29, 2026

MEETING DATE: August 10, 2026

BACKGROUND: Bid No. 2526-05 Mary Street Drainage Improvements Project was awarded by City Commission on March 9, 2026, to Baldwin's Quality Plumbing/The Kenton Group. As the project has progressed, two changes and one addition have been requested by Public Works staff.

KEY PROVISIONS OF THE AGREEMENT:

- Staff asked for a change in the design of the pervious paver parking to include a concrete border rather than loose pavers adjoining the asphalt at a cost of $13,771.00
- City staff identified safety concerns with the design of the ditch bottom inlet grates that were shown in the plans and asked for a modification of the grates at a cost of $1,686.00
- City staff would like to mill and pave the entirety of the project area, Mary and Stewart Streets, at a cost of $67,400.00

BUDGET IMPACT: There is currently a remaining project balance of $71,595.00 and a project contingency balance of $12,326.00, totaling $83,921.00 that can fund the $82,857.00 needed for this change order.

STAFF RECOMMENDATION: Adopt Resolution No. 26-70.

PUBLIC OUTREACH:

- Doorhanger announcements to affected residents
- Project update on City's website

ATTACHMENTS: 1. Resolution No. 26-70
2. Change Order #4 Proposal from Baldwin's Quality Plumbing/The Kenton Group

REVIEWED BY CITY MANAGER: Kevin Hogan

RESOLUTION NO. 26-95

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING CHANGE ORDER #4 FOR BID NO. 2526-05 MARY STREET DRAINAGE IMPROVEMENTS PROJECT; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT AND PURCHASE ORDERS IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Bid No. 2526-05 Mary Street Drainage Improvements Project was awarded by City Commission on March 9, 2026, to Baldwin's Quality Plumbing/The Kenton Group. As the project has progressed, two changes and one addition have been requested by Public Works staff; and

WHEREAS, Staff asked for a change in the design of the pervious paver parking to include a concrete border rather than loose pavers adjoining the asphalt at a cost of $13,771.00; and

WHEREAS, City staff identified safety concerns with the design of the ditch bottom inlet grates that were shown in the plans and asked for a modification of the grates at a cost of $1,686.00; and

WHEREAS, City staff would like to mill and pave the entirety of the project area, Mary and Stewart Streets, at a cost of $67,400.00; and

WHEREAS, there is currently a remaining project balance of $71,595.00 and a project contingency balance of $12,326.00, totaling $83,921.00 that can fund the $82,857.00 needed for this change order.

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

SECTION 1. The City Commission hereby approves Change Order #4 for Bid No. 2526-05 Mary Street Drainage Improvements to The Kenton Group;

SECTION 2. The City Commission hereby authorizes the City Manager to execute the contract with The Kenton Group and approve a Purchase Order to said vendor in the amount of $82,857.00;

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

PASSED AND ADOPTED by the City of Atlantic Beach, this 10th day of August 2026.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

ESTIMATE

Baldwin's Quality Plumbing
203 Oxford Estates Way
Saint Johns, FL 32259

lola@baldwinsplumbing.com
+1 (904) 805-0660
www.baldwinsplumbing.com

Baldwin's Quality Plumbing, Inc.
"We never forget you have a choice"

City of Atlantic Beach, Florida:Mary Street

Bill to
City of Atlantic Beach, Florida
800 Seminole Road
Atlantic Beach, FL 32233

Ship to
City of Atlantic Beach, Florida
800 Seminole Road
Atlantic Beach, FL 32233

Estimate details
Estimate no.: 2653
Estimate date: 06/30/2026

P.O. Number: Change Order 4
Location: Mary Street

#	Date	Product or service	Description	Qty	Rate	Amount
1.		**Underground Utilities**	Per owner/engineer direction, the originally specified concrete paver border surrounding the turf block installation shall be deleted and replaced with a continuous 8-inch-wide cast-in-place concrete curb/band around the perimeter of the turf block areas.	1	$0.00	$0.00
2.		**Underground Utilities**	This modification is being made to provide improved lateral support and long-term stability for the turf block system in lieu of individual concrete pavers. Revised Scope of Work • Remove the requirement for the installation of perimeter concrete pavers. • Form and pour an 8-inch-wide continuous concrete border around all designated turf block areas. • Install concrete to the required line and grade. • Finish concrete to match adjacent project requirements. • Allow for proper curing prior to final acceptance.	1	$15,500.00	$15,500.00
3.		**Underground Utilities**	deduction of balance after pavers were completed	1	−$1,729.00	−$1,729.00

Total **$13,771.00**

Note to customer

Please review the attached estimate. If you have any questions, please do not hesitate to call.

Thank you for the opportunity to serve you.

Yours sincerely,
Terence McKenzie

Accepted date **Accepted by**

ESTIMATE

Baldwin's Quality Plumbing
203 Oxford Estates Way
Saint Johns, FL 32259

lola@baldwinsplumbing.com
+1 (904) 805-0660
www.baldwinsplumbing.com

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"We never forget you have a choice"

City of Atlantic Beach, Florida:Mary Street

Bill to
City of Atlantic Beach, Florida
800 Seminole Road
Atlantic Beach, FL 32233

Ship to
City of Atlantic Beach, Florida
800 Seminole Road
Atlantic Beach, FL 32233

Estimate details
Estimate no.: 2656
Estimate date: 07/13/2026

P.O. Number: Change Order 4
Location: Mary Street

#	Date	Product or service	Description	Qty	Rate	Amount
1.		**Underground Utilities**	Modify structures S1, S5, S6, S8, S9 to be able to accept traversable inlet non traffic grates.	1	$1,686.00	$1,686.00

Total **$1,686.00**

Note to customer

Please review the attached estimate. If you have any questions, please do not hesitate to call.

Thank you for the opportunity to serve you.

Yours sincerely,
Terence McKenzie

Accepted date **Accepted by**

ESTIMATE

Baldwin's Quality Plumbing
203 Oxford Estates Way
Saint Johns, FL 32259

lola@baldwinsplumbing.com
+1 (904) 805-0660
www.baldwinsplumbing.com

Baldwin's Quality Plumbing, Inc.
"We never forget you have a choice"

City of Atlantic Beach, Florida:Mary Street

Bill to
City of Atlantic Beach, Florida
800 Seminole Road
Atlantic Beach, FL 32233

Ship to
City of Atlantic Beach, Florida
800 Seminole Road
Atlantic Beach, FL 32233

Estimate details
Estimate no.: 2655
Estimate date: 07/12/2026

P.O. Number: Change Order 4
Location: Mary Street

#	Date	Product or service	Description	Qty	Rate	Amount
1.		**Underground Utilities**	Provide all labor, materials, equipment, and incidentals necessary to mill and overlay approximately 2,500 square yards of existing asphaltic roadway on Stewart Street and Mary Street.	1	$0.00	$0.00
2.		**Underground Utilities**	The work shall include full-width milling of the existing asphalt surface as required, placement of a new asphalt overlay, and all associated traffic control, surface preparation, compaction, and cleanup necessary to complete the work. This change order also includes the removal and replacement of the roadway base in areas impacted by the construction of the turf block shoulder. Excavate and replace any unsuitable or disturbed base material, compact the replacement base to the required specifications, and restore the roadway section prior to placement of the asphalt overlay. The completed work shall provide a smooth, uniform roadway surface meeting the project specifications and applicable standards.	1	$67,400.00	$67,400.00

Total **$67,400.00**

Note to customer

Please review the attached estimate. If you have any questions, please do not hesitate to call.

Thank you for the opportunity to serve you.

Yours sincerely,
Terence McKenzie

Accepted date

Accepted by

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 26-99 authorizing the City Manager to sign a new Maintenance Agreement between the City of Atlantic Beach and the Florida Department of Transportation (FDOT)

SUBMITTED BY: Matt Krug, Public Works Deputy Director

TODAY'S DATE: August 3, 2026

MEETING DATE: August 10, 2026

BACKGROUND: Per a longstanding agreement with FDOT, the City maintains landscaped areas on Atlantic Boulevard and portions of Mayport Road, both state-owned roads. The City also maintains certain improvements in the FDOT rights-of-way. In return, FDOT compensates the City for this maintenance.

KEY PROVISIONS OF THE AGREEMENT

- The proposed new Maintenance Agreement term is for three years, from November 1, 2026, through October 31, 2029.
- Under this new Agreement, the City is compensated $41,708.35 annually for providing this maintenance.

BUDGET IMPACT

There is no direct cost to the City of Atlantic Beach. Outside vendors and staff are already performing maintenance in these areas, and the FDOT will compensate the City for this maintenance.

RECOMMENDATION: Approve Resolution No. 26-99 authorizing the City Manager to sign a new Maintenance Agreement between the City of Atlantic Beach and FDOT.

PUBLIC OUTREACH

None required.

ATTACHMENTS:
1. Resolution No. 26-99
2. Proposed Maintenance Agreement

REVIEWED BY CITY MANAGER: 

RESOLUTION NO. 26-99

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING THE NEW FLORIDA DEPARTMENT OF TRANSPORTATION MAINTENANCE AGREEMENT, AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT IN ACCORDANCE WITH AND AS NECESSARY TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on May 16, 2001, the City executed an agreement with the Florida Department of Transportation to provide maintenance on landscaped areas on Atlantic Boulevard and portions of Mayport Road, both state-owned roads; and

WHEREAS, the City desires to continue to maintain landscaped areas on Atlantic Boulevard and portions of Mayport Road; and

WHEREAS, areas to be maintained are identified in Exhibit "A" of the New Maintenance Agreement; and

WHEREAS, the proposed new Maintenance Agreement term is November 1, 2026, through October 31, 2029, with the City being compensated $41,708.35 per year for providing this maintenance.

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

SECTION 1. The City Manager is hereby authorized to execute the New Maintenance Agreement (attached) with the Florida Department of Transportation, covering the period of November 1, 2026 through October 31, 2029.

SECTION 2. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City of Atlantic Beach, this 10th day of August 2026.

_____
Curtis Ford, Mayor

ATTEST

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

MAINTENANCE AGREEMENT

THIS MAINTENANCE AGREEMENT ("Agreement") is made and entered into by and between the State of Florida Department of Transportation ("Department") and the **City of Atlantic Beach**, Florida ("Agency").

-RECITALS-

1. The Department owns and the Agency currently maintains those portions of the state highway system identified in Exhibit "A" ("Property"); and

2. The Agency desires to continue maintenance responsibilities of the Property; and

3. The Property is within or adjacent to the corporate limits of the Agency; and

4. The Department is amenable to the Agency's desires and will compensate the Agency for their maintenance efforts pursuant to Section 335.055, Florida Statutes, and in accordance with the terms and conditions of this Agreement; and

5. The Agency will be compensated quarterly at such time as Agency provides a completed copy of the form identical to attached Exhibit "B" demonstrating completion of the quarterly maintenance responsibilities required by the terms and conditions of this Agreement accompanied by a quarterly inspection report; and

6. The Agency, by Resolution/Ordinance No. _____ dated _____, attached as Exhibit "C", authorizes its officers to enter this Agreement.

NOW THEREFORE, with full knowledge and understanding of the laws governing the subject matter of this Agreement, and in consideration of the foregoing recitals and the mutual covenants and conditions contained in this Agreement, the parties, intending to be legally bound, acknowledge and agree as follows:

1. RECITALS & EXHIBITS
The above recitals and attached exhibits, if any, are specifically incorporated by reference and made part of this Agreement.

2. EFFECTIVE DATE
The "Effective Date" of this Agreement shall be the date the last of the parties to be charged executes the Agreement.

3. TERM
The term of this Agreement shall be for a period of three (3) consecutive years, unless otherwise terminated by the Department in writing. The operation, maintenance, and repair duties required by paragraph 6, below, will actually commence on___11/1/26_____.

4. E-VERIFY
The Agency (A) shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Agency during the term of the contract; and
(B) shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

5. COMPLIANCE
The Agency shall perform this Agreement, in a good and workmanlike manner, with reasonable care, in accordance with the terms and provisions of this Agreement and all applicable federal, state, local, administrative, regulatory, safety and environmental laws, codes, rules, regulations, policies, procedures,

guidelines, standards and permits, as the same may be constituted and amended from time to time, including, without limitation, those of the Department, St. Johns River Water Management District, Florida Department of Environmental Protection, Environmental Protection Agency, Army Corps of Engineers, United States Coast Guard, St Johns County, Florida and other local governmental entities ("Governmental Law").

6. OPERATION, MAINTENANCE & REPAIR

A. The Agency shall operate, maintain & repair the Property in accordance with the terms and provisions of this Agreement. For purposes of this Agreement, unless otherwise noted in Exhibit "A", the locations to be maintained by the Agency shall be maintained pursuant to the maintenance standards as defined in the Department's Maintenance Rating Program ("MRP") Handbook and in accordance with Department Procedure, *Roadway and Roadside Maintenance*, Topic No. 850-000-015-I, and all Governmental Law, as defined in Paragraph 5, above. Should the Department determine that any item of maintenance related to the Property or Improvements has fallen below the desired maintenance standard, the Agency agrees to immediately bring the deficient item up to the maintenance standard, at its sole cost and expense. The Agency will not be held responsible for a failed MRP rating, so long as such rating is not based on any negligence, intentional or wrongful act, omission or breach of contract by the Agency.

B. The Agency shall, at a minimum, maintain all Department turf and Agency planted landscape areas within the limits of the Property set forth in attached Exhibit "A", including, without limitation, by performing the following:

(1) Routinely mow, cut and trim all grass and turf within the Department right of way limits (total Greenscape) as well as remove grass and turf clippings from the roadway/curb/sidewalk and Americans with Disabilities Act (ADA) ramps at a frequency necessary to ensure the Department's Maintenance Rating Program (MRP) requirements are met, but no less than one (1) time per month from March to November. Work shall be in accordance with the State of Florida "Guide for Roadside Vegetation Management" (2012), as the same may be constituted and amended from time to time, and the local National Pollutant Discharge Elimination System (NPDES) permit requirements; and

(2) For aesthetic purposes and for the benefit of the health, safety and welfare of those members of the public traversing or otherwise utilizing the Property, routinely prune, trim, and remove sucker growth from trees and bushes one (1) time per year to ensure sight distance requirements are met. Locations where there are "mass plantings" (identified in Exhibit A with an asterisk) will be addressed on an "As-Needed" basis and not subject to the one (1) time per year requirement. This includes all existing trees in the landscaped area that are part of the permit and/or agreement and does not include overhanging limbs from private property and/or non-landscape plant installations in the right-of-way limits.

(3) Routinely remove dead, diseased, or otherwise deteriorated plants and trees a minimum of one (1) time per calendar month; and replace with like materials a minimum of one (1) time per year; and

(4) Routinely perform a litter clean-up cycle to remove litter and debris from the Property a minimum of one (1) time per calendar month; Agency is not responsible to respond to call of spills, debris, or other needed clean-up events outside of the required litter clean-up cycles; and

(5) Remove and dispose of all grass clippings, trimmings, roots, litter, and other material resulting from the activities described herein; and

(6) Routinely eliminate unwanted vegetation from planting beds, sidewalks, traffic separators, ADA ramps, and curb and gutter joints on an as-needed basis but no less than three (3) times per year on a four (4)-month cycle, i.e., March, July, October; (this includes removing all vegetation and crack weeds from concrete median traffic separators, sidewalk joints, and gutters within limits of project utilizing chemical (herbicide) and/or mechanical means (edging and sweeping); physical removal shall be within thirty (30) days of any chemical application).

(7) Routinely Schedule (minimum two (2) times per year) joint field reviews of sites covered under this Agreement; both Agency and FDOT personnel shall participate.

C. The Department and the Agency shall be responsible jointly for clean-up, removal, and disposal of debris within the Property following and resulting from natural disasters, including, without limitation, hurricanes and tornadoes.

D. If the Department determines that the Agency is not maintaining the Property in accordance with the terms and provisions of this Agreement, the Department shall deliver written notification of such to the Agency. The Agency shall have thirty (30) days from the date of the Department's written notice, or such other time as the Department and the Agency mutually agree in writing, to correct the deficiency and provide the Department with written notice of the same.

E. If the Department determines that the deficiency remains after receipt of the Agency's written notice indicating that the deficiency was corrected, the Department, within its discretion, shall: (1) provide the Agency with written authorization granting such additional time as the Department deems appropriate to correct the deficiency; or (2) correct the deficiency at the Agency's sole cost and expense. Should the Department elect to correct the deficiency, the Department shall provide the Agency with an invoice for the costs incurred by the Department to correct the deficiency and the Agency shall pay the invoice in accordance with the "Payment" section of this Agreement.

F. If at any time in the sole determination of the Department, the integrity or safety of the Property requires immediate maintenance for the benefit of public health, safety or welfare, the Department may perform such maintenance it deems appropriate under the circumstances. The Department shall attempt to notify the Agency prior to action under this section but may take necessary steps to correct emergency situations prior to such notification in order to prevent eminent danger to public health, safety, or welfare.

G. The Parties' representatives and points of contact for the administration of this Agreement shall be identified in the "Notice" section of this Agreement.

7. MAINTENANCE OF TRAFFIC

A. The Agency shall be responsible for Temporary Traffic Control ("TTC") at all times during the performance of this Agreement. TTC shall be performed in accordance with applicable Governmental Law and the most current edition of each of the following, as the same may be constituted and amended from time to time, all of which are incorporated herein and made part of this Agreement by reference: (1) Section 102 of the Department's Standard Specifications for Road and Bridge Construction; (2) the Manual on Uniform Traffic Control Devices; (3) the Department's Standard Plans, Index 102-600; and (4) other applicable Governmental Law.

B. If the Agency fails to perform TTC as required herein, the Department, within its discretion, may elect to perform TTC at the Agency's sole cost and expense. Should the Department perform TTC, the Department shall provide the Agency with an invoice for the costs incurred by the Department and the Agency shall pay the invoice in accordance with the "Payment" section of this Agreement.

8. IMPROVEMENTS & MODIFICATIONS

A. The Department may require the Agency to improve or modify the Property or Improvements if the Department determines: (1) improvements or modifications are required by applicable Governmental Law; or (2) improvements or modifications will benefit the Department in the conduct of its business.

B. Required improvements and modifications shall be subject to the terms and provisions of this Agreement, specifically including, without limitation, the "Maintenance" section of this Agreement.

C. Improvements and modifications shall be constructed and completed by the Agency within sixty (60) days of the date of the Department's written notice requiring improvements or modifications.

9. ADDITIONAL LANDSCAPING
The Agency shall not install additional landscaping within the Property without first seeking and obtaining required approvals and permits from the Department. Such additional landscaping shall be automatically included within, and subject to, the provisions of this Agreement.

10. PERMISSIVE USE
This Agreement creates a permissive use only. The Agency shall not acquire any right, title, interest, or estate in the Property by virtue of the execution, operation, effect or performance of this Agreement.

11. EMINENT DOMAIN AND DAMAGES
Under no circumstances shall the Department's exercise of any right provided in this Agreement create any right, title, interest or estate entitling the Agency to full and just compensation from the Department either through inverse condemnation or eminent domain laws or any similar laws regarding the taking of property for public purposes. The Agency forever waives and relinquishes all legal rights and monetary claims which it has, or which may arise in the future, for compensation or damages, including, without limitation, special damages, severance damages, removal costs, and loss of business profits resulting in any manner from the Department's exercise of any right provided in this Agreement. This waiver and relinquishment specifically includes all damages flowing from adjacent properties owned, leased or otherwise controlled by the Agency, as a result of the Department's exercise of any right provided in this Agreement.

12. REMOVAL
The Department may require modification, relocation or removal of the landscaping, plants, trees, and other improvements located on or within the Property without liability to the Agency if: (1) any such improvements are not maintained in accordance with the terms and provisions of this Agreement; (2) modification, relocation or removal of any such improvements is required by applicable Governmental Law; or (3) the Department determines that modification, relocation or removal of any such improvements is necessary or will benefit the Department in the conduct of its business. The Agency shall modify, relocate or remove improvements designated by the Department for modification, relocation or removal and shall restore the Property to a condition that satisfies the requirements of applicable Governmental Law within thirty (30) days of the Department's written notice requiring modification, relocation or removal. The Agency shall bear all cost and expense of the modification, relocation, removal and restorative work, including, without limitation, the cost of required permits.

13. PAYMENTS TO AGENCY
A. The Department shall compensate the Agency for the performance of this Agreement in the amount of **$10,427.09** per quarter for a total sum of **$41,708.35** per year. Payments shall commence at the conclusion of the first three-month period following the Effective Date of this Agreement, upon the Department's written acceptance of the Agency's completion of the quarterly maintenance responsibilities by the Department. The Department shall suspend payment of any sums due hereunder without penalty or interest if the Agency is in breach of any term or provision of this Agreement at the time payment is due. In the event this Agreement is terminated, payment shall be prorated for the quarter in which termination occurs.

B. Prior to each quarterly payment, the Agency shall provide a completed copy of the form identical to attached Exhibit "B" demonstrating completion of the quarterly maintenance responsibilities in detail sufficient for a proper pre-audit and post-audit, based on the quantifiable, measurable, and verifiable deliverables of the maintenance responsibilities established in Paragraph 6(B)(1-7), above, as required by the terms and conditions of this Agreement.

In addition, perform, document (in a format acceptable to the Department), and submit quarterly landscape inspection reports for each roadway section, drawing data from the Agency database and including photographic documentation of any deficiencies and their subsequent correction. The inspection reports shall include but are not limited to: date of inspection, description of the project, location of the inspection, condition of the plants, agency response and action taken, schedule of activities, a minimum of five date stamped photographs per roadway section illustrating the overall conditions, and any other necessary commentary. If plant conditions are no longer at a desired maintenance condition, the Agency

should indicate such on the report using the GIS Identification Number, as well as provide photo documentation illustrating the failure of the site and how the Agency will correct the failure.

All required submittals shall accompany the quarterly invoices. Quarterly Invoices shall be deemed incomplete, and the Department will not process until all required submittals are received.

Failure to timely submit a complete Inspection Report will result in the in the quarterly invoice not being processed and a 0.5% deduction to the quarterly payment amount applied daily until a complete Inspection Report is submitted.

14. PAYMENTS TO DEPARTMENT

All Department invoices submitted to the Agency for payment pursuant to the terms and provisions of this Agreement are due and payable within thirty (30) days of the date of the invoice ("Due Date"). Any portion of an invoice not received by the Department by the Due Date shall immediately thereafter begin accruing interest at a rate of interest established pursuant to §55.03, Fla. Stat., until paid in full.

15. INDEMNIFICATION

A. The Agency shall promptly defend, indemnify, hold the Department harmless from and pay all demands, claims, judgments, liabilities, damages, fines, fees, taxes, assessments, costs, losses, penalties, construction delay costs / penalties, expenses, attorneys' fees and suits of any nature or kind whatsoever caused by, arising out of or related to the Agency's performance, or breach, of this Agreement ("Liabilities"). The term "Liabilities" shall also specifically include all civil and criminal environmental liability arising, directly or indirectly under any Governmental Law, including, without limitation, liability under the Resource Conservation and Recovery Act ("RCRA"), the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), the Clean Air Act ("CAA") and the Clean Water Act ("CWA"). The Agency's duty to defend, indemnify and hold the Department harmless specifically does not encompass indemnifying the Department for its negligence, intentional or wrongful acts, omissions or breach of contract.

B. The Agency shall notify the Department in writing immediately upon becoming aware of any Liabilities. The Agency's obligation to defend, indemnify and hold the Department harmless from any Liabilities, or at the Department's option to participate and associate with the Department in the defense and trial of any Liabilities, including any related settlement negotiations, shall be triggered by the Department's written notice of claim for indemnification to the Agency. The Agency's inability to evaluate liability, or its evaluation of liability, shall not excuse performance of the provisions of this paragraph.

16. SOVEREIGN IMMUNITY & LIMITATION OF LIABILITY

Nothing in this Agreement shall be deemed or otherwise interpreted as waiving the Department's sovereign immunity protections, or as increasing the limits of liability set forth in §768.28, Florida Statutes, as the same may be amended from time to time. Nothing in this Agreement shall be deemed or otherwise interpreted as waiving the Department's limits of liability set forth in sections 376.305 and 337.27(4), Florida Statutes, as the same may be amended from time to time. The Department's liability for breach of this Agreement is specifically: (1) limited to actual damages incurred by the Agency as a direct result of the Department's breach; and (2) further limited in amount and shall not, under any circumstances, exceed the limitations of liability for tort actions set forth in §768.28(5)(a), Florida Statutes, as the same may be amended from times to time.

17. NOTICE

All notices, communications and determinations between the parties hereto and those required by this Agreement, including, without limitation, changes to the notification addresses set forth below, shall be in writing and shall be sufficient if mailed by regular United States Mail, postage prepaid, to the parties at the following addresses:

Department: Florida Department of Transportation
Attention: Maintenance Manager/Contracts
2198 Edison Avenue
Jacksonville, Florida 32204

Agency: City of Atlantic Beach
ATTN: Matt Krug
800 Seminole Road
Atlantic Beach, Florida 32233

18. GOVERNING LAW
This Agreement shall be governed in all respect by the laws of the State of Florida.

19. INITIAL DETERMINATION OF DISPUTES
The Department's District Two Secretary ("District Secretary") shall act as the initial arbiter of all questions, difficulties, and disputes concerning the interpretation, validity, performance or breach of this Agreement.

20. VENUE AND JURISDICTION
A. Venue for any and all actions arising out of or in any way related to the interpretation, validity, performance or breach of this Agreement that are not resolved to the mutual satisfaction of the parties by the Department's District Secretary shall lie exclusively in a state court of appropriate jurisdiction in Leon County, Florida.

B. The Agency and all persons and entities accepting an assignment of this Agreement, in whole or in part, shall be deemed as having consented to personal jurisdiction in the State of Florida and as having forever waived and relinquished all personal jurisdiction defenses with respect to any proceeding related to the interpretation, validity, performance or breach of this Agreement.

21. JURY TRIAL
The parties hereby waive the right to trial by jury of any dispute concerning the interpretation, validity, performance or breach of this Agreement, including, without limitation, damages allegedly flowing there from.

22. ASSIGNMENT
The Agency may not assign, pledge or transfer any of the rights, duties and obligations provided in this Agreement without the prior written consent of the Department's District Secretary or his/her designee. The Department has the sole discretion and authority to grant or deny proposed assignments, with or without cause. Nothing herein shall prevent the Agency from delegating its duties hereunder, but such delegation shall not release the Agency from its obligation to perform this Agreement.

23. THIRD PARTY BENEFICIARIES
This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. Nothing in this Agreement is intended to confer any rights, privileges, benefits, obligations or remedies upon any other person or entity except as expressly provided for herein.

24. VOLUNTARY EXECUTION OF AGREEMENT
Each party warrants and represents to the other: (i) that it understands all of the rights and obligations set forth in this Agreement and the Agreement accurately reflects the desires of said party; (ii) each provision of this Agreement has been negotiated fairly at arm's length; (iii) it fully understands the advantages and disadvantages of this Agreement and executes this Agreement freely and voluntarily of its own accord and not as a result of any duress, coercion, or undue influence; and (iv) it had the opportunity to have independent legal advice by counsel of its own choosing in the negotiation and execution of this Agreement.

25. ENTIRE AGREEMENT
This instrument, together with the attached exhibits and documents made part hereof by reference, contains the entire agreement of the parties and no representations or promises have been made except those that are specifically set out in this Agreement. All prior and contemporaneous conversations, negotiations, possible and alleged agreements and representations, covenants, and warranties with respect to the subject matter of this Agreement, and any part hereof, are waived, merged herein and superseded hereby.

26. SUFFICIENCY OF CONSIDERATION
By their signature below, the parties hereby acknowledge the receipt, adequacy and sufficiency of consideration provided in this Agreement and forever waive the right to object to or otherwise challenge the same.

27. WAIVER
The failure of either party to insist on the strict performance or compliance with any term or provision of this Agreement on one or more occasions shall not constitute a waiver or relinquishment thereof and all such terms and provisions shall remain in full force and effect unless waived or relinquished in writing.

28. INTERPRETATION
No term or provision of this Agreement shall be interpreted for or against any party because that party or that party's legal representative drafted the provision.

29. CAPTIONS
Paragraph title or captions contained herein are inserted as a matter of convenience and reference and in no way define, limit, extend or describe the scope of this Agreement or any provision hereof.

30. SEVERANCE
If any section, paragraph, clause or provision of this Agreement is adjudged by a court, agency or authority of competent jurisdiction to be invalid, illegal or otherwise unenforceable, all remaining parts of this Agreement shall remain in full force and effect and the parties shall be bound thereby so long as principle purposes of this Agreement remain enforceable.

31. COMPUTATION OF TIME
In computing any period of time prescribed in this Agreement, the day of the act, event or default from which the designated period of time begins to run, shall not be included. The last day of the period shall be included unless it is a Saturday, Sunday or legal holiday, in which event the period shall run until the end of the next day which is not a Saturday, Sunday or legal holiday.

32. MODIFICATION OF AGREEMENT
A modification or waiver of any of the provisions of this Agreement shall be effective only if made in writing and executed with the same formality as this Agreement.

33. VENDOR OMBUDSMAN
A Vendor Ombudsman has been established with the Department of Banking and Finance. The duties of the Vendor Ombudsman include acting as an advocate for contractors/vendors who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted by calling the State Comptroller's Hotline at 1-800-848-3792.

34. ANNUAL APPROPRIATION / FUNDING
Pursuant to §339.135(6)(a), Florida Statutes, the Department's obligation to fund this Agreement is contingent upon annual appropriation by the Florida Legislature. This Agreement may be terminated by the Department without liability to the Agency if sufficient funds are not appropriated to the Department. The provisions of §339.135(6)(a), Florida Statutes, are set forth herein verbatim and made part of this Agreement, to wit:

"The department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The department shall require a statement from the comptroller of the department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be

incorporated verbatim in all contracts of the department which are for an amount in excess of $25,000 and which have a term for a period of more than 1 year."

35. PUBLIC RECORDS

Agency shall comply with Chapter 119, Florida Statutes. Specifically, the Agency shall:

A. Keep and maintain public records that ordinarily and necessarily would be required by the Department to perform this Agreement.

B. Upon request from the Department's custodian of public records, provide the Department with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Agreement and following completion of the Agreement if Agency does not transfer the records to the Department.

D. Upon completion of this Agreement, transfer, at no cost, to the Department all public records in possession of Applicant or keep and maintain public records required by the Department to perform this Agreement. If Agency transfers all public records to the public Agency upon completion of this Agreement, Agency shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Agency keep and maintain public records upon completion of this Agreement, Agency shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Department, upon request from the Department's custodian of public records, in a format that is compatible with the information technology systems of the Department.

Failure by Agency to act in accordance with Chapter 119 and the foregoing shall be grounds for immediate unilateral cancellation of this Agreement by the Department. Agency shall promptly provide the Department with a copy of any request to inspect or copy public records in possession of Agency and shall promptly provide the Department a copy of Applicant's response to each such request.

IF THE CONSULTANT/CONTRACTOR/VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S/CONTRACTOR'S/VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

District 2
386-758-3727
D2prcustodian@ dot.State.FL.us
Florida Department of Transportation
District 2 - Office of General Counsel
1109 South Marion Avenue, MS 2009
Lake City, FL 32025

IN WITNESS WHEREOF, intending to be legally bound hereby, the parties execute this Agreement consisting of nine (9) pages, exclusive of exhibits.

Florida Department of Transportation

By: _____

Printed Name: Travis Humphries, P.E.

Title: District Two Director of Operations

Date: _____

Attest:

By: _____

Printed Name: Elizabeth Engle

Title: Executive Secretary

Date: _____

Legal Review:

By: _____
Office of the General Counsel Florida Department of Transportation

Agency

By: _____

Printed Name: _____

Title: _____

Date: _____

Attest:

By: _____

Printed Name: _____

Title: _____

Date: _____

Legal Review:

By: _____
Legal Counsel for Agency

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EXHIBIT "A"

Exhibit "A"
City of Atlantic Beach Maintenance Agreement
Maintenance Location & Activities

Billing Period:

State Road No.	Street Name	From	To	Small Machine Mowing (acres)	Pruning & Trimming (Trees & Shrubs) (Per mile) - Report MH	Weed Control Manual (acre) - Report Gal. Concrete Areas	Storm Water Management (acres)	Litter Removal (acres)	Edging (mile)
				485	492	494	498	541	545
10	Atlantic Blvd.	East of Intracoastal Waterway Bridge	3rd St.	3.49	0.50	0.24	0.68	5.30	3.30
101	Mayport Rd.	Atlantic Blvd.	Assisi Rd.	2.39	0.50	0.95		7.21	8.70
101	Mayport Rd.	Ditch @ Saratoga Cir. So.		1.50			0.74	1.50	
101/A1A	Mayport Rd.	Ditch @ Fleet Landing Blvd./behind gas station	Shangri La Dr.	0.70			2.77	0.70	
	4th & 5th St.	Retention Pond "B" off Mayport Rd.		0.90			1.00	0.90	
	@ Begonia	Retention Pond "C" off Atlantic Blvd.		0.62			0.86	0.62	
101	Mayport Rd.	Pond # 3 @ Hotel		0.92			0.32	0.92	
101	off Mayport Rd.	Robert St.	Dudley St.	0.21				0.21	
			Totals	10.73	1.00	1.19	6.37	17.36	12.00
			Cycles Per Year	9	1	6	4	12	6
			Total Qty's. Per Year	96.57	1.00	7.14	25.48	208.32	72.00
			Quarterly Totals	24.14	0.25	1.79	6.37	52.08	18.00
			Unit Cost	$160.00	$4,000.00	$250.00	$11,348.57	$12.69	$90.00
			Total Cost Per Year	$15,451.20	$4,000.00	$1,785.00	$11,348.57	$2,643.58	$6,480.00
							Overall Yearly Cost		$41,708.35
							Quarterly Amount		$10,427.09

EXHIBIT "B"

(MAINTENANCE ACTIVITIES CHART)

Activity Number	Activity Title	Activity Description
485	Small Machine Mowing	Mowing the roadside with small hand or riding mowers having a cutting width of 40 inches or less.
492	Tree Trimming	The trimming of the height and sides of trees and removal of undesirable trees (over 4 inches in diameter or trimming that cannot be done under activity 487). To include the chipping and/or removal of all debris from work site.
494	Chemical Weed and Grass Control	The application of herbicides to slopes, ditches, fences, guardrail, barrier walls, bridges, sidewalks, curb and gutter, obstructions, shoulders, and other areas not accessible to mowers.
498	Storm Water Management	All efforts required to maintain Surface/Storm Water Management Systems functioning as designed and permitted.
541	Roadside Litter Removal	Cleaning roadways and roadsides of debris, such as cans, bottles, paper, trash, and Adopt-A-Highway litter. Includes the hauling and disposal of litter. Does not include wayside parks, rest areas and service plaza barrels.
545	Edging & Sweeping	Removal of vegetation and debris from the curb, gutter, traffic separators, flumes, and sidewalk.

Agreement #: **Quarterly Billing Period:**

Work Activity Number	Unit of Measure	Units Completed	Completion Date	Completion Date	Completion Date
485	Acres				
492	Manhour				
494	Gallons				
498	Acres				
541	Acres				
545	Mile				

EXHIBIT "C"

(RESOLUTION)


CITY OF ATLANTIC BEACH
ENVIRONMENTAL STEWARDSHIP
COMMITTEE (ESC)
REPORT TO COAB COMMISSION
JANUARY-JUNE 2026
ESC

ESC CURRENT MEMBERSHIP

ESC currently has full nine-member roster.

Newest member Matt Mattila, representing 1307, joined in April.

Four members rolling off as of Dec. 31, 2026.

Upcoming openings mostly due to term limits.

Required: one rep from each district (greatest need: 1307 & 1312)



Back Row L to R: Anastasia Houston, Matt Mattila, Christina Kelcourse, Amy Palmer, Daniele Giovannucci, Bruce Andrews
Front Row L to R: Chris Delk (City Arborist), Amy Franqui, Todd Miner, Sarah Boren

REQUEST OF COMMISSION

In addition to Passage of Landmark Tree Legislation and Chapter 23 Updates, ESC seeks Commission approval of its recommended Tree Fund Budget to make progress on:

INCENTIVES:

- Arborist for a Day Program
- Heritage Tree Maintenance Grant Program

PRESERVATON:

- Historic Tree Corridor Designation
- Biennial State of the Canopy Report

PLANTINGS:

- Honor Trees Program

TREE FUND BALANCE NOW AT $600K!



PRIORITY ONE:

To study and make recommendations to and respond to requests from city commission and city staff with respect to the city's maritime forest, parks and open spaces, beautification of public and private spaces, and environmental stewardship, including:

MARITIME FOREST
PARKS & OPEN SPACES
BEAUTIFICATION OF PUBLIC & PRIVATE SPACES
ENVIRONMENTAL STEWARDSHIP



PRIORITY TWO:

Act as a motivating and coordinating body to encourage joint public and private participation in promoting these purposes through a data-driven, integrated communications, education and outreach plan aligned to the above priorities, which includes:

- Reports
- Events
- Educational/Outreach Communications & Materials
- Partnerships & Volunteers





May 15 ceremony at Selva MarinaDrive residence of Dee Reiter. The "Sunrise Beach Oak" isa 51" DBH live oak, approximately 200 years old.

MARITIME FOREST

Recommendations:

- New City Arborist on Staff (Jan.)
- Commission Town Hall on Tree Preservation (May)
- Work to support the commission on passing ordinance to protect our priceless century-old trees
- Researched effective tree ordinances from across Florida, solicited input from developers and other stakeholders, and passed resolutions for stronger protection of "Landmark" trees
- Heritage Tree Designations - Since city hired Chris Delk as our first city arborists, there have been 11 Heritage Tree designations -- all on private land -- including commercial "Sherry-Atlantic Tree" (through May)

Outreach:

- Arbor Day – maintain Tree City USA designation; ABE and Mayport Middle participation (Jan)
- Media attention – A.B. losing priceless trees
- Centennial Tree Planting Campaign – 100 Trees for 100 Years!
- Participate in Centennial Celebration – sign-ups for free front yard trees (March)



PARKS & OPEN SPACES

Recommendations:

- Marsh Restoration Pilot Project – met with city engineer Steve Swann/SASMI grant application (March)

Outreach:

- Partnership with Friends of Howell Park – Weed Wrangle in Howel Park (Feb.)
- Partnership with Friends of Howell Park – Native Plantings in Howell Park (March)
- Earth Day tree planting in Howell Park (April)

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 26-93 Awarding Bid 2526-13; WTP #1 Interior Painting of the Ground Storage Tanks

SUBMITTED BY: Troy Stephens, Public Utilities Director

TODAY'S DATE: July 27, 2026

MEETING DATE: August 10, 2026

BACKGROUND: A Bid Opening was held on July 8, 2026 for Bid 2526-13; Water Treatment Plant #1 interior painting of the ground storage tanks. The project consists of furnishing all labor, materials and equipment necessary for surface preparation, interior painting, installation of two manual water level gauges and completion of condition assessment inspections on two 200,000 gallon concrete ground storage tanks, in accordance with the bid specifications and contract documents.

Eight bids were received as follows:

Bidder	C. Sand Company LLC	E & D Contracting Services	Engineered Coatings Solutions	Razorback, LLC	Southern Road & Bridge	Southern Star Contractors	TankRehab.Com	TMI Coatings, Inc.
Total Bid	$721,875	$994,400	$561,024.97	*$498,300	$830,500	$936,100	$522,500	$538,560

The lowest bid was Razorback at $498,300. The second lowest was TankRehab at $522,500, a difference of $24,200 or about 5%.

TankRehab completed the last complete coating of the interior of the ground storage tanks at Water Treatment Plant #1 in 2010. This turned out to be a complicated project due to excessive concrete loss in the hatch area of one of the ground storage tanks that needed to be repaired. TankRehab developed a repair technique for this area using a rubberized coating. Most of this repair is still in good condition. The ability to work around this area is an important component of the project.

TankRehab has successfully completed numerous projects for the City over the years. They are based locally in Jacksonville, which makes coordination and warranty work easy to schedule. Razorback lacks a local presence, and prior project experience on another water plant was difficult.

This is a critical project in that once the tanks are re-coated and filled, there is no way to determine if there are any issues with the coating until we do a required 5-year inspection. This work has to be done correctly the first time with minimal downtime, which is why staff feels that awarding the project to TankRehab is in the best interest of the City of Atlantic Beach.

Our bid specifications allow for such a selection and state that the City of Atlantic Beach reserves the right to reject any or all bids or parts of bids, waive informalities and technicalities, make award in whole or in part with or without cause, and to make the award in what is deemed to be in the best interest of the City of Atlantic Beach.

BUDGET: The initial budget for this project was $500,000. Additional funds for this project have been modified by reallocating $22,500 from the water treatment plant #2 diesel fuel tank project PU2608 to bring the total budget amount for Project PU2606 to $522,500 in account 400-5502-533-6300.

RECOMMENDATION: Adopt Resolution No. 26-93.

ATTACHMENT(S):
1. Resolution No. 26-93
2. Bid 2526-12 Tabulation & Analysis

PUBLIC OUTREACH: N/A

REVIEWED BY CITY MANAGER: Kevin Hogan

RESOLUTION NO. 26-93

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, AWARDING BID NO. 2526-13 FOR WATER TREATMENT PLANT #1 INTERIOR PAINTING OF GROUND STORAGE TANKS; 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, on July 8, 2026, eight bids were received and opened for City Bid No. 2526-13, Water Treatment Plant #1 Interior Painting of Ground Storage Tanks Project PU2606; and

WHEREAS, the project consists of furnishing all labor, materials and equipment necessary for surface preparation, interior painting, installation of two manual water level gauges and completion of condition assessment inspections on two 200,000 gallon concrete ground storage tanks, in accordance with the bid specifications and contract documents.; and

WHEREAS, the lowest bidder was Razorback, LLC, for $498,300 and the second lowest bidder was TankRehab.Com for $522,500; and

WHEREAS, bid specifications state that the City of Atlantic Beach reserves the right to reject any or all bids or parts of bids, waive informalities and technicalities, make award in whole or in part with or without cause, and to make the award in what is deemed to be in the best interest of the City of Atlantic Beach; and

WHEREAS, the City has worked with both companies in the past but recommends going with TankRehab.Com rather than Razorback, LLC due to past work experience, knowledge of previous repairs and having a local presence; and

WHEREAS, the budget for this project was initially established at $500,000. A budget modification was submitted to reallocate funds for this project from the Public Utilities Project No. PU2608 in the amount of $22,500, increasing the total account balance for this project to $522,500; and

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

Section 1. The City Commission hereby authorizes awarding Bid No. 2526-13 to TankRehab.Com in the amount of $522,500 to perform the work for said bid in accordance with the bid specifications.

Section 2. The City Commission hereby appropriates funds from the City's Public Utilities Fund 400-5502-6300 in Project PU2606 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 5. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City of Atlantic Beach, this 10th day of August, 2026.

Attest:

Donna L. Bartle, City Clerk

Curtis Ford, Mayor

Approved as to form and correctness:

Jason R. Gabriel, City Attorney

CITY OF ATLANTIC BEACH

BID 2526-13

JULY 8, 2026

WATER PLANT NO. 1

INTERIOR PAINTING OF GROUND STORAGE TANKS

BID 2526-13

Name of Respondent	C. Sand Company, LLC	E & D Contracting Services	Engineered Coatings Solutions	Razorback, LLC	Southern Road & Bridge	Southern Star Contractors	TankRehab.Com	TMI Coatings, Inc.
TOTAL BID	$721,875	$994,400	$561,024.97	$498,300	$830,500	$936,100	$522,500	$538,560

WHILE VERIFYING BIDS, A MINOR MATHEMATICAL ERROR WAS FOUND WITH RAZORBACK'S BID. THEIR WRITTEN BID WAS $497,300 AND THE ACUTAL IS $498,300

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No. 26-96 Street Sweeping Truck Lease Purchase

SUBMITTED BY: Matt Krug, Deputy Director of Public Works

TODAY'S DATE: July 29, 2026

MEETING DATE: August 10, 2026

BACKGROUND: The City of Atlantic Beach currently outsources street sweeping services to an external contractor, Sweeping Corporation of America (SCA). Street sweeping is required to fulfill the requirements of the City's Municipal Separate Storm Sewer (MS4) Permit through the Florida Department of Environmental Protection (FDEP).

The contract, Bid No. 2122-13, was executed on October 1, 2022, and is scheduled to terminate on September 30, 2027. Throughout the term of the contract, Public Works staff have documented repeated instances of missed or incomplete sweeps, failure to provide required documentation, and billing errors. Public Works staff have met with SCA representatives on multiple occasions to discuss these deficiencies and provide the contractor with opportunities to correct them. Despite these efforts, the contractor has failed to achieve and maintain compliance with the terms and performance requirements of the contract. As a result, staff no longer have confidence in the contractor's ability to consistently meet the City's service expectations and contractual obligations.

Public Works staff propose moving street sweeping services in-house and procuring a new Elgin RegenX Regenerative Air Vacuum Street Sweeper via a municipal lease-to-own program. This transition will dramatically improve roadway coverage, enhance localized quality control, and keep the City in strict compliance with state environmental mandates.

KEY PROVISIONS OF THE AGREEMENT

- Service Frequency Upgrade: Street sweeping coverage on standard City streets (approximately 55.5 centerline miles) will be upgraded from bi-monthly contract specifications to monthly (12 times per year) or on an as-needed basis.
- Will satisfy Florida Department of Environmental Protection (FDEP) and National Pollutant Discharge Elimination System (NPDES) MS4 stormwater permit mandates.
- Contract Cancellation: The City will issue a formal cancellation notice to SCA pending Commission approval. Contracted services will continue through September 30, 2026, to seamlessly bridge the gap to the new fiscal year.

- Equipment Delivery: Environmental Products Group, under Sourcewell Contract #093021-ELG, can provide the lease-purchased street sweeping truck with an estimated equipment delivery date by November 4, 2026.

- Maintenance & Warranty: Mechanical repairs will be handled directly by the City's fleet maintenance contractor, TransDev Services. The procurement includes a 5-year parts and labor warranty on the Elgin sweeper body to mitigate internal maintenance risk.

BUDGET: The City currently pays $86,713.20 annually for contracted sweeping. Transitioning to an in-house model will require entering into a 7-year municipal lease-to-own agreement at an annual cost of $58,699.54 starting in FY2026-2027. This option serves as the closest immediate match to current contract spending and saves $28,013.66 annually in capital costs.

The internal Public Works budget will absorb ongoing operational overhead variables, including operator labor/benefits, fuel, potential night-shift overtime, and certified waste disposal fees.

RECOMMENDATION: Adopt Resolution No. 26-96

PUBLIC OUTREACH: Concerns from residents about quality of street sweeping done by Sweeping Corp of America.

ATTACHMENT(S): 1. Resolution No. 26-96
2. Elgin RegenX Proposal dated July 20, 2026

REVIEWED BY CITY MANAGER: Kevin Hogeup

ENVIRONMENTAL PRODUCTS GROUP

PROPOSAL SUMMARY

Prepared for: City of Atlantic Beach

Sourcewell Contract # 093021-ELG

Atlantic Beach Member ID # 67064

ELGIN
Subsidiary of Federal Signal Corporation



New Elgin RegenX Street Sweeper

Regen-X Regenerative Air Vacuum Street Sweeper with 74 HP Auxiliary Engine & Mid-Dump

Nick Causey | 904.537.8799| Name@myEPG.com

ENVIRONMENTAL PRODUCTS GROUP

Attn: Matthew Krug
City of Atlantic Beach
July 20th, 2026

Elgin Street Sweepers

Environmental Products Group would like to thank you for the opportunity to present the following budget proposal on a **New Elgin RegenX Street Sweeper.**

Environmental Products Group is the sole provider of Elgin Street Sweeping Equipment in the State of Georgia, as well as many other leading industry product lines including: Vactor Sewer Cleaners, Envirosight Pipeline Inspection Cameras, Labrie Refuse Equipment, Petersen Grapple Loaders, PB Asphalt Pothole Patchers, Madvac Sweepers and Vacuums, and a host of parts, tools and accessories for all your needs.

Environmental Products Group prides itself on our local parts, service, and training capabilities. With multiple full-service locations throughout Florida, Georgia, and Memphis, Tennessee; including Vactor, Elgin, and Envirosight repair centers, extensive parts inventory, factory-trained technicians, mobile parts and service, rentals, turnkey maintenance packages, leasing options, and much more… we are ready to service your every need.

EP Rents is a division of Environmental Products Group, EP Rents specializes in rental trucks when you need them. With a large inventory of Vactor Sewer Cleaners and Trailer Jetters, Elgin Sweeper, Envirosight Pipeline Inspection Cameras, Petersen Grapple Loaders. Call us for any of your rental needs.

Thank you for your consideration.

EPG

Nick Causey
Territory Sales Manager
Environmental Products Group, Inc.
C: 904.537.8799 | **O:** 407.798.0004
W: www.myepg.com

ENVIRONMENTAL PRODUCTS GROUP

Product Description

- Tier 4F Emissions, John Deere 4045 turbocharged Diesel Engine, 8 Cubic Yard Tilting Hopper w/ 50-degree dump angle, Right and Left Side Brooms, Sweeper Powder Coated White with Gray Undercarriage and Includes the Standard Features listed below

Standard Features

- Chassis Painted Standard White
- Sweeper Parts Manual
- Sweeper Operators Manual
- John Deere Operators Manual
- John Deere Parts
- Broom measurement ruler
- Machine delivery packet
- Elgin safety manual
- Auto Shutdown, Aux. Engine: low oil pressure, high coolant temp, hydraulic oil level, fuel temp, intake manifold air temp, water-in-fuel, very high soot loading.
- Backup Alarm, electric
- Brooms, hydraulic rotation
- Brooms, Dual
- Console, w/rocker switches for all sweep functions
- Full gauge package including tachometer, engine hour meter, oil pressure indicator and coolant temperature. Engine speed control, side broom down pressure controls and automotive style blade fuses. Standard indicators for full load, screen down, and hydraulic oil temp indicator lamps. Optional indicator lamps for hopper up, door open and/or hydraulic oil temp.
- Sweep resume/sweep transport/reverse pick-up
- Fuel Water Separator on Aux Engine
- Hopper rear door, hydraulically opened/closed and locked/unlocked with external manual controls
- Hose, hydrant fill
- LED Clearance Lights
- Lights; rear clearance and rear identification
- 8" convex mirror
- Pick-up head, hydraulically operated, 14" (355 mm) outside diameter pressure hose, 13" (324mm) inside diameter suction hose with quick disconnect on suctions side
- Water system; one (1) rocker switch with HI / LOW setting, Spray nozzles: three (3) in the suction, nozzle, three (3) at each side broom
- Side Broom Outer Position Stop
- Hydraulic Oil Cooler

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ENVIRONMENTAL PRODUCTS GROUP

- Vacuum enhancer, cable-controlled in cab, 5 settings
- Water tank, molded polyethylene, 250 gallons
- Water pre-filter, hydrant fill hose
- FUNCTIONAL CONTROL OF WATER SYSTEM dispenses water with the use of the sweeper function rocker switch. Water to pick up head on when water is turned on, water to side brooms on when brooms are deployed.
- ANTI SIPHON 2-1/2" AIR GAP

Additional Features

- Sidebroom Tilt Option Right Hand
- Sidebroom Tilt Option Left Hand
- Triangle Reflector Flares
- 25 ft. Fill Hose
- Idle Down Low Water Sensor
- In-Cab Hopper Dump
- Auxiliary Hydraulic Pump
- Front Spray Bar
- Hydraulic Temperature Shutdown with Level Gauge
- Right Hand Lockable Toolbox
- Left Hand Lockable Toolbox
- Right Hand Inspection Door
- LED Beacon Front & Rear
- LED Sidebroom & Pick Up Head Lights
- Hydrant Wrench
- Service Manual
- Automatic Lubrication System
- Delivery and Training Included
- Five (5) Year Parts & Labor Warranty on Elgin Sweeper Body

Chassis Options

- New Freightliner M2, Dual Steer Chassis, Automatic Allison Transmission
- Dual High Back Bostrom Air Ride Seats with Armrests
- Right Fender Mounted Mirror
- LED Stop/Tail/Turn
- AM/FM/Bluetooth/CD Radio
- Power Windows/Door Locks, Dual Tilt Steering Wheels
- Fire Extinguisher

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ENVIRONMENTAL PRODUCTS GROUP

Sourcewell Contract #093021-ELG Price: $344,609.00

***Quote is good for 60-days*

****Estimated Delivery Date by 11/4/26*

Annual Lease Options

Five (5) -Year Annual Lease – $78,258.39

Six (6) - Year Annual Lease – $66,845.29

Seven (7) - Year Annual Lease – $58,699.54

Please don't hesitate to call with questions, or if you need any additional information. Thank you for your interest and the opportunity to earn your business.

Nick Causey
Territory Sales Manager
Environmental Products Group, Inc.
C: 904.537.8799 | **O:** 407.798.0004
W: www.myepg.com

ELGIN Sourcewell

https://www.sourcewell-mn.gov/cooperative-purchasing/093021-ELG

MODEL: REGEN X

	Part Number	Elgin RegenX	LIST PRICE	EXTENDED PRICE
1	1130001	Tier 4F emissions, John Deere 4045 turbocharged diesel engine, 8 cu. yard tilting hopper w/ 50 degree dump angle, right and left side brooms, sweeper powdercoated from powder coatings chart 2003/N with powder coated gray undercarriage and includes the standard features listed below	$164,680	$164,680
1	1125645	Alts-Freightliner M2 Chassis 33K GVWR 26K GVWR	$3,585	$3,585
1	1136105	Freightliner M2 Chassis 106 WB=176 26K GVWR	$136,876	$136,876

Standard Features

Description
Parts Manual
Operators Manual
John Deere Operators Manual
John Deere Parts
Broom measurement ruler
16' 8" Water fill hose
Machine delivery packet
Elgin safety manual
Auto Shutdown, Aux. Engine: low oil pressure, high coolant temp, fuel temp,
Backup Alarm, electric
Brooms, hydraulic rotation
Brooms, Dual
Camera, rear mounted
Console, w/rocker switches for all sweep functions
Full gauge package including tachometer, engine hour meter, oil pressure indicator and coolant temperature. Engine speed control, side broom down pressure controls and automotive style blade fuses. Standard indicators for full load, screen down, and hydraulic oil level indicator lamps.
Sweep resume/sweep transport/reverse pick-up
Fuel Water Separator on Aux Engine
Hopper rear door, hydraulically opened/closed and locked/unlocked w/ external
Hose, hydrant fill, 16'8" (5080 mm) with coupling
LED Clearance Lights
Lights; rear clearance and rear identification
Right hand 8" convex mirror
Pick-Up head camera
Pick-up head, hydraulically operated, 14" (355 mm) outside diameter pressure hose,
Water system; one (1) rocker switch with HI / LOW setting, Spray nozzles: three (3) in the suction,
Side Broom Outer Position Stop
Hydraulic Oil Cooler
Vacuum enhancer, cable-controlled in cab, 5 settings
Water tank, molded polyethylene, 250 gallons
Water pre-filter, hydrant fill hose
FUNCTIONAL CONTROL OF WATER SYSTEM dispenses water with the use of the sweeper function rocker switch. Water to pickup head on when water is turned on, water to
ANTI SIPHON 2-1/2" AIR GAP
Bolt-on 2 ply rubber fan housing liner

Optional Features

	Part Number	Description	LIST PRICE	EXTENDED PRICE
1	702472	REGENX SERVICE MANUAL	$120	$120
1	1131223	IN-CAB RIGHT HAND GUTTER BROOM TILT - NO DISPLAY	$935	$935
1	1131222	IN-CAB LEFT HAND GUTTER BROOM TILT - NO DISPLAY	$935	$935
1	1130055	***IN-CAB HOPPER DUMP	$1,620	$1,620
1	1133498	HYDRAULIC OIL TEMPERATURE SHUTDOWN W/INDICATOR	$220	$220
1	1130042	RIGHT HAND INSPECTION DOOR	$615	$615
1	9306848	TRIANGLE REFLECTOR FLARES (3)	$130	$130
1	1131236	AUXILIARY HYDRAULIC PUMP USE **WITH** IN-CAB HOPPER DUMP	$1,550	$1,550
1	1036150	HYDRANT WRENCH	$155	$155
1	1130043	LEFT HAND TOOLBOX	$1,105	$1,105

1	1130044	RIGHT HAND TOOLBOX	$945	$945
1	1032484	25' WATER FILL HOSE (ILO 16' 8")	$280	$280
1	SP100001	AUTOMATIC LUBRICATION SYSTEM	$9,985	$9,985
1	1134112	IDLE DOWN NO WATER	$530	$530

	Part Number	Lighting Options	LIST PRICE	EXTENDED PRICE
1	1130773	LED BEACON FRONT AND REAR	$2,340	$2,340
1	1132252	DUAL SIDEBROOM AND SINGLE PICKUP HEAD LED FLOOD LIGHTS	$1,070	$1,070

	Part Number	Chassis Options (*Some optional features are standard on other Elgin offerings)	LIST PRICE	EXTENDED PRICE
1	1080756	RIGHT HAND FENDER MOUNTED MIRROR	$925	$925
1	1081747	(2) BOSTROM AIR 905 CLOTH HI-BACK*	$3,065	$3,065
1	1081912	DUAL ARM REST - CLOTH	$965	$965
1	1130047	FRONT SPRAY BAR	$970	$970
1	1118356	2 1/2 LB. FIRE EXTINGUISHER	$295	$295
1	SPECIAL	POWER LOCKS & WINDOWS*	$859	$859

	Part Number	WARRANTY	LIST PRICE	EXTENDED PRICE
1	EW-AIR-NA-5PL	REGENX 5TH YEAR PARTS/LABOR	$10,660	$10,660

	Part Number	FREIGHT RATES - EFFECTIVITY DATE: 01/01/2022	LIST PRICE	EXTENDED PRICE
1	FRT-104-010	FREIGHT-FL,LA,TX,NM,CO,WY,MT	$5,450	$5,450

		SUBTOTAL		$350,865
0		SOURCEWELL-DISCOUNT	$6,256	-$6,256
		TOTAL		**$344,609**

CITY OF ATLANTIC BEACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Resolution No 26-98 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 2026-27 millage rate and budget.

SUBMITTED BY: Brittany Percell, Director of Finance BP

TODAY'S DATE: July 29, 2026

MEETING DATE: August 10, 2026

BACKGROUND: On June 24, 2026, 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 2026 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. 26-98:

- Establishes a proposed millage rate of 2.7499 mills, which is $2.7499 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 2.5815 mills, which is $2.5815 per $1,000 of assessed property, within the City of Atlantic Beach.
- Sets the City Commission's 6:00 p.m. September 14 and September 28, 2026, 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 2026-27 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. 26-98

ATTACHMENTS:
1. Resolution No. 26-98
2. DR-420 Certification of Taxable Value Form
3. DR-420MM-P Maximum Millage Levy Calculation Preliminary Disclosure Form

REVIEWED BY CITY MANAGER: Kevin J. Hogencamp

RESOLUTION NO. 26-98

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 2025-26 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 24, 2026, 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 2025 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 2.7499 mills, which is $2.7499 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 2.5815 mills, which is $2.5815 per $1,000 of assessed property, within the City of Atlantic Beach.

Section 3. The City Commission hereby sets its 6:00 p.m. September 14 and September 28, 2026, 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 2026-27 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 10th day of August, 2026.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

FLORIDA

CERTIFICATION OF TAXABLE VALUE

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

Year : 2026	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	$ 3,352,451,031			(1)
2.	Current year taxable value of personal property for operating purposes	$ 57,193,608			(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)*	$ 3,409,644,639			(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.)	$ 32,426,664			(5)
6.	Current year adjusted taxable value *(Line 4 minus Line 5)*	$ 3,377,217,975			(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	$ 3,170,447,415			(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 : 6/24/2026 4:29:09 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)*	2.7499 per $1,000	(10)
11.	Prior year ad valorem proceeds *(Line 7 multiplied by Line 10, divided by 1,000)*	$ 8,718,413	(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)*	$ 8,718,413	(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)*	$ 3,377,217,975	(15)
16.	Current year rolled-back rate *(Line 13 divided by Line 15, multiplied by 1,000)*	2.5815 per $1000	(16)
17.	Current year proposed operating millage rate	2.7499 per $1000	(17)
18.	Total taxes to be levied at proposed millage rate *(Line 17 multiplied by Line 4, divided by 1,000)*	$ 9,376,182	(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)*	$ 8,718,413	(22)
23.	Current year aggregate rolled-back rate *(Line 22 divided by Line 15, multiplied by 1,000)*	2.5815 per $1,000	(23)
24.	Current year aggregate rolled-back taxes *(Line 4 multiplied by Line 23, divided by 1,000)*	$ 8,801,998	(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)*	$ 9,376,182	(25)
26.	Current year proposed aggregate millage rate *(Line 25 divided by Line 4, multiplied by 1,000)*	2.7499 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)*	6.52 %	(27)

First public budget hearing	Date :	Time :	Place :
	9/14/2026	6:00 PM EST	800 Seminole Road Atlantic 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://floridarevenue.com/property/Pages/TRIM.aspx

FLORIDA

MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE

For municipal governments, counties, and special districts

DR-420MM-P
R. 06/26
Rule 12D-16.002
F.A.C.
Effective 06/26
Page 1 of 3
Provisional

Year: 2026	County: Duval
Principal Authority Name: Town of Atlantic Beach	Taxing Authority Name: 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	2.5815	per $1,000	(2)
	Calculate maximum millage levy			
3.	Majority vote maximum millage rate allowed *(Enter rolled-back rate from line 2)*	2.5815	per $1,000	(3)
4.	Two-thirds vote maximum millage rate allowed *(Multiply Line 3 by 1.10)*	2.8397	per $1,000	(4)
5.	Current year proposed millage rate (See page 3 for Instructions)	2.7499	per $1,000	(5)
6.	**Minimum vote required to levy proposed millage:** (Check one)			(6)
☐	a. Majority vote of the governing body: Check here if Line 5 is less than or equal to Line 3. The maximum millage rate is equal to the rolled-back rate. *Enter Line 3 on Line 7.*			
☑	b. Two-thirds vote of governing body: Check here if Line 5 is less than or equal to Line 4, but greater than Line 3. The maximum millage rate is equal to proposed rate. *Enter Line 5 on Line 7.*			
☐	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 5 is greater than Line 4. The maximum millage rate is equal to the proposed rate. *Enter Line 5 on Line 7.*			
☐	d. Referendum: The maximum millage rate is equal to the proposed rate. *Enter Line 5 on Line 7.*			
7.	The selection on Line 6 allows a maximum millage rate of *(Enter rate indicated by choice on Line 6)*	2.7499	per $1,000	(7)
8.	Current year gross taxable value from Current Year Form DR-420, Line 4	$ 3,409,644,639		(8)
9.	Current year proposed taxes *(Line 5 multiplied by Line 8, divided by 1,000)*	$ 9,376,182		(9)
10.	Total taxes levied at the maximum millage rate *(Line 7 multiplied by Line 8, divided by 1,000)*	$ 9,376,182		(10)
	DEPENDENT SPECIAL DISTRICTS AND MUNICIPAL SERVICE TAXING UNITS (MSTUs) STOP ***STOP HERE. SIGN AND SUBMIT.***			
11.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. *(The sum of all Lines 9 from each district's Form DR-420MM-P)*	$ 0		(11)
12.	Total current year proposed taxes *(Line 9 plus Line 11)*	$ 9,376,182		(12)
	Total Maximum Taxes			
13.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage *(The sum of all Lines 10 from each district's Form DR-420MM-P)*	$ 0		(13)
14.	Total taxes at maximum millage rate *(Line 10 plus line 13)*	$ 9,376,182		(14)
	Total Maximum Versus Total Taxes Levied			
15.	Are total current year proposed taxes on Line 12 equal to or less than total taxes at the maximum millage rate on Line 14? (Check one)	☑ YES	☐ NO	(15)

Continued on page 2

SIGN HERE	**Taxing Authority Certification** Town of Atlantic Beach - Operating	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, certify and submit this Form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with a completed Form DR-420, Certification of Taxable Value.

Submit the forms electronically through the Department's Oversight and Assistance System (OASYS) electronic portal using the Truth in Millage (eTRIM) application at https://eportal.oasys.floridarevenue.com/.

All TRIM forms for taxing authorities are available at:
floridarevenue.com/property/forms

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 provides for the calculation of the maximum tax levy for the current year 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.

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

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

Line Instructions

Lines 3 and 4

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 5

Rate cannot exceed the statutory rate of the principal taxing authority.

Line 6

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

Line 7

Enter the millage rate indicated by the box checked in Line 6. If the proposed millage rate is equal to or less than the majority vote maximum millage rate, enter the rolled-back rate. 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 7, rather than the maximum rate, so that the comparisons on Lines 11 through 15 are accurate.

References

This form mentions the following documents, which are incorporated by reference in Rule 12D-16.002, Florida Administrative Code. The forms are available at floridarevenue.com/property/forms.

Form	Form Title
DR-420	Certification of Taxable Value
DR-420MM	Maximum Millage Levy Calculation - Final Disclosure
DR-487	Certification of Compliance

CITY OF ATLANTIC BEACH
CITY COMMISSION
STAFF REPORT

AGENDA ITEM: Resolution No. 26-101 -- City Manager Search and Selection Policy

SUBMITTED BY: Kevin Hogencamp, City Manager / for Commissioner Ring

TODAY'S DATE: August 6, 2026

MEETING DATE: August 10, 2026

BACKGROUND

The City of Atlantic Beach seeks to establish a formalized, transparent, and merit-based regulatory framework to govern the recruitment, evaluation, and appointment of executive administrative leadership. Executive recruitment processes necessitate strict adherence to state public records laws, Sunshine regulations, and structured compensation approval frameworks to ensure institutional stability and public confidence.

The proposed City Manager Search and Selection Policy establishes procedures for both interim appointments and permanent candidate searches. Adoption of this formal policy strives to ensure that future recruitment efforts remain fully compliant with Florida law, maintain public transparency, and define structured parameters for candidate screening, salary package approval, and contract execution.

This matter was presented by staff and Commissioner Ring at the July 13 Commission meeting for information and deliberation.

KEY PROVISIONS OF THE POLICY

- **Legal Compliance and Public Transparency:** Mandates that all Commission discussion, deliberation, and voting regarding an Interim or permanent City Manager appointment occur during properly noticed public meetings in full compliance with Florida Sunshine Law. Confirms that all application materials are public records under Florida law and requires candidate notification.
- **Interim Appointment Framework:** Authorizes the City Commission to appoint an Interim City Manager by majority vote in a public meeting, exempting interim selections from formal permanent search procedures while granting full executive authority. Requires interim compensation to be established at appointment in compliance with statutory limits.
- **Pre-Approved Salary and Benefits Package:** Requires the Commission to formally approve the salary range, benefits framework, and estimated total employer cost prior to initiating a permanent search. This publicly disclosed framework serves as the standard baseline for recruitment and final negotiations.
- **Interim to Permanent Transition:** Details the pathway and timeline when an Interim City Manager is selected for permanent appointment. Establishes a strict 14-calendar-day

window for final contract negotiations based on the pre-approved salary and benefits package prior to Commission ratification.

- **Permanent Search and Selection Procedure:** Sets guidelines for permanent searches led by internal staff or executive recruitment consultants. Establishes a mandatory minimum 45-day posting period, defines candidate screening/background verification protocols, and outlines the public presentation of semifinalist slates, finalist interviews, and Commission deliberation processes.

BUDGET

Adoption of the policy itself carries no direct financial impact. Future fiscal impacts associated with executive recruitment (such as advertising fees, optional external search firm contracts, or candidate travel reimbursements) and final executive compensation packages will be submitted to the City Commission for explicit review and approval in accordance with Section 4 of the policy.

RECOMMENDATION

Adopt Resolution No. 26-101

PUBLIC OUTREACH

Public notice provided via standard publication of the July 13 and Aug. 10 City Commission meeting agendas

ATTACHMENTS

1. Resolution No. 26-101
2. City Manager Search and Selection Policy

REVIEWED BY CITY MANAGER: Kevin Hogencamp

RESOLUTION NO. 26-101

A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA, APPROVING AND ADOPTING THE CITY MANAGER SEARCH AND SELECTION POLICY; AUTHORIZING THE CITY MANAGER TO EFFECTUATE THE PROVISIONS OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Atlantic Beach desires to establish a transparent, merit-based, and legally compliant framework for recruiting, evaluating, and appointing an Interim City Manager or permanent City Manager; and

WHEREAS, establishing a formalized policy ensures that all Commission discussions, candidate evaluations, public record disclosures, and contract negotiations strictly adhere to Florida law and public transparency standards; and

WHEREAS, the proposed City Manager Search and Selection Policy defines comprehensive procedures for interim appointments, pre-approval of executive salary and benefits packages, search and screening protocols, and final contract execution timelines; and

WHEREAS, the City Commission finds that adopting the City Manager Search and Selection Policy is in the best interest of the City and promotes sound governance and operational stability.

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

SECTION 1. The City Commission hereby approves and adopts the City Manager Search and Selection Policy, attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. The City Commission hereby authorizes the City Manager to take all appropriate and necessary actions in accordance with and 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, Florida, this 10th day of August, 2026.

_____
Curtis Ford, Mayor

Attest:

_____
Donna L. Bartle, City Clerk

Approved as to form and correctness:

_____
Jason Gabriel, City Attorney

EXHIBIT A

City Manager Search and Selection Policy

City of Atlantic Beach

1. Purpose

This policy establishes a transparent, merit-based, and legally compliant process for recruiting, evaluating, and appointing an Interim City Manager or permanent City Manager.

2. Legal Compliance

All Commission discussion, deliberation, and voting on a City Manager or Interim City Manager appointment shall occur in a properly noticed public meeting, consistent with Florida law. Application materials and related communications are public records when received, and candidates must be notified of that fact. Any exempt personal information for the selected executive shall be handled in accordance with Florida law.

3. Interim Appointment

The City Commission may appoint an Interim City Manager by majority vote in a public meeting. The interim appointment is exempt from the formal permanent-search process. The Commission shall set interim compensation at the time of appointment, and the agreement must comply with applicable statutory limits. The Interim City Manager shall have full authority to perform the duties of the office.

4. Salary and Benefits Package

Before a permanent search begins, the Commission shall approve the salary range, benefits framework, and estimated total employer cost of the position. The City shall present this information publicly, including base salary and all employer-paid costs, to promote transparency and avoid negotiation impasses. The approved package shall serve as the basis for recruitment and final contract discussions.

5. Interim to Permanent Appointment

If the Commission selects the Interim City Manager as the preferred candidate for permanent appointment, the City Attorney and authorized representative shall present a written contract reflecting the approved salary and benefits package. Final negotiations shall be completed within 14 calendar days, and the contract shall be returned to the

EXHIBIT A

Commission for ratification at the next available meeting. If negotiations fail, the Commission shall begin a permanent search.

6. Permanent Search, Screening, and Final Selection

The permanent search may be led by an outside recruiter or by internal staff. The position shall remain open for at least 45 days and be advertised through appropriate professional and municipal channels. Staff shall screen applications, verify minimum qualifications, and conduct background, reference, and credential checks as appropriate. The Commission shall receive the semifinalist slate in a public meeting and vote to identify finalists. Finalist interviews, public comment, and Commission deliberations shall occur in compliance with Florida law. After the Commission selects a preferred candidate, the City Attorney and authorized representative shall present a written contract reflecting the approved salary and benefits package. Final negotiations shall be completed within 14 calendar days, and the contract shall be returned to the Commission for ratification at the next available meeting. If negotiations fail, the Commission may proceed to the next-ranked finalist or direct staff to continue the search.

CITY OF ATLANTIC BACH
CITY COMMISSION MEETING
STAFF REPORT

AGENDA ITEM: Ordinance No. 20-26-183 amending the operating budget for the fiscal year beginning Oct. 1, 2025, and ending Sept. 30, 2026.

SUBMITTED BY: Brittany Percell, Director of Finance BP

TODAY'S DATE: July 29, 2026

MEETING DATE: August 10, 2026

BACKGROUND: The budget of one fund needs to be amended as outlined below.

Community Garden at Marsh Oaks Community Center Fund
Establishment of the Community Garden at Marsh Oaks Community Center Special Revenue Fund to account for and report financial resources that are restricted or committed to expenditures for the community garden at Marsh Oaks Community Center. The City shall maintain appropriate accounting to ensure that resources are expended in compliance with any project-specific limitations associated with the revenue source.

BUDGET:
Community Garden at Marsh Oaks Community Center Fund - $65,000 increase in revenues
$65,000 increase in expenditures

RECOMMENDATION: Approve Ordinance No. 20-26-183.

ATTACHMENT: Ordinance No. 20-26-183

REVIEWED BY CITY MANAGER: Kevin Hogan

ORDINANCE NO. 20-26-183

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.

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

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

WHEREAS, the City is amending the operating budget to create and add net funds totaling $0 in the Community Garden at Marsh Oaks Community Center Fund; and

WHEREAS, the City of Atlantic Beach did not include the funding for these expenditures in the original adoption of the Fiscal Year 2026-27 Annual Operating Budget and therefore must amend the budget to have sufficient amounts within the Community Garden at Marsh Oaks Community Center Fund to fund the expenditures.

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

SECTION 1. The Fiscal Year 2025-26 Operating Budget is hereby amended as follows:

COMMUNITY GARDEN AT MARSH OAKS COMMUNITY CENTER FUND

Revenues:	
Donation	($65,000)
Expenditures:	
Other Contractual Services	$65,000
Fund Balance:	**$ 0.00**

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

PASSED by the City Commission on first reading this 10th day of August 2026.
PASSED by the City Commission on second and final reading this 24th day of August 2026.

ATTEST:

Donna L. Bartle **City Clerk**	**Curtis Ford** **Mayor**

Approved as to form and correctness:

Jason Gabriel
City Attorney