



**Agenda**  
**City Council**

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Monday, June 4, 2018

7:00 PM

Council Chambers

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**MEMORANDUM TO:**

The Honorable Mayor and  
Members of the City Council  
City of Jacksonville Beach, Florida

Council Members:

The following Agenda of Business has been prepared for consideration and action at the Regular Meeting of the City Council.

**OPENING CEREMONIES: INVOCATION, FOLLOWED BY SALUTE TO THE FLAG**

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF MINUTES**

- a.     **18-093**           Council Briefing Held May 21, 2018
- b.     **18-094**           Regular City Council Meeting Held May 21, 2018

**ANNOUNCEMENTS**

**COURTESY OF THE FLOOR TO VISITORS**

**MAYOR AND CITY COUNCIL**

**CITY CLERK**

**CITY MANAGER**

- a.     **18-095**           Approve the Council Budget Workshop Schedule

- b. **18-096** Approve the Attached Final Plat for Replat of All of Lot 1, Block D10, Ponte Vedra Unit Two, Supporting a Three-Lot Single-Family Residential Subdivision
- c. **18-097** Approve a Draw from the Federal Equitable Sharing Fund to Purchase a Smart Trailer with a Programmable Reader Board and a Portable Traffic Counter
- d. **18-098** Approve a Lease Agreement with EZGO for Sixty (60) Lithium Powered Golf Carts and Fifteen (15) Gas Powered Utility Vehicles
- e. **18-099** Approve Replacements of Key Components of the Golf Course Irrigation System
- f. **18-100** Authorize a Hazard Mitigation Grant Application for a Property Acquisition and Demolition Project at 3460 Sanctuary Way South
- g. **18-101** Authorize the Final Design of the Replacement of the Dune Walkovers and the Repairs/Extensions of the Beach Stormwater Outfalls Project to *Applied Technology and Management, Inc.*
- h. **18-102** Award City Bid No. 1718-18, Stormwater Channel Improvements through the Golf Course to *Jax Utilities Management, Inc.*

## **RESOLUTIONS**

**18-103** RESOLUTION NO. 2010-2018

A RESOLUTION OF SUPPORT FOR THE DUVAL COUNTY MARITIME MANAGEMENT PLAN, PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

## **ORDINANCES**

## **ADJOURNMENT**

## **NOTICE**

*In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

*The public is encouraged to speak on issues on this Agenda that concern them. Anyone who wishes to speak should submit the request to the City Clerk or to the recording secretary prior to the beginning of the meeting. These forms are available at the entrance of the City Council Chambers for your convenience.*

*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) 247-6299, extension 10, no later than one business day before the meeting.*

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The Council Briefing began at 6:03 P.M.

The following City Council Members were in attendance:

**Mayor:** William C. Latham

**Council Members:** Lee Buck Keith Doherty (*absent*) Christine Hoffman  
Bruce Thomason Phil Vogelsang Jeanell Wilson

Also present was City Manager George Forbes.

**Purpose of Briefing**

The purpose of the briefing was to update the Council Members on projects including the following items:

**City Manager**

**Introduction of new Public Works Director**

Mr. Forbes introduced Mr. Dave Millinor as the new Director of Public Works, Mr. Millinor will be Ty Edwards' replacement after his retirement in August 2018. A summary of Mr. Millinor's professional background [on file] was provided to Council.

**City Manager selection process**

Deputy City Manager, Karen Nelson reported the RFP (Request for Proposal) #05-1718 went out approximately a month ago. The proposals from the RFP for the Executive Search Consultant firm are due on Wednesday, May 23, 2018, for the Evaluation Committee. Ms. Nelson stated after the deadline has expired, the Property and Procurement Department would prepare proposal packets with summary documents. The packets would be delivered to Council Members on or before Friday, May 25<sup>th</sup>, 2018, for their review.

Ms. Nelson stated a tentative Council Workshop would be scheduled for June 4<sup>th</sup>, 2018, at 5:00 P.M. to discuss the RFP proposals.

**Downtown Infrastructure Improvements Project**

Mr. Forbes and Director of Public Works, Ty Edwards outlined the details of the Downtown Infrastructure Improvements Project 2 [*information flyer on file*] which included the areas bounded by the Atlantic Ocean to 4<sup>th</sup> Street South and 11<sup>th</sup> to 13<sup>th</sup> Avenue South. Mr. Forbes stated the project would start this month (May 2018) and continue through January 2020. Mr. Forbes reviewed the map [on file] of the designated laydown sites for storing materials and equipment during the project.

### Stormwater Pipe Repair Project

Mr. Forbes stated the Community Redevelopment Agency approved funding to continue the stormwater pipe repair project near the South Beach Parkway Shopping Center. Mr. Forbes stated a change order has been signed to continue the project repairs, and this work will be included in the year-end budget mod.

Mr. Edwards reviewed the area of the project [*map on file*] and the original project to clean the large pipe and enclosed box drainage system and to televise the system to determine necessary repairs. He stated that a previous change order one for making repairs to the drainage system had been approved and that work has been done by the contractor. Water seeks the path of least resistance and as these change order repairs were done, other leaks were identified that needed to be repaired. This new change order two addresses these leaks.

### Dune Walkovers and Dune Outfalls

Mr. Forbes stated the City would like to rebuild the 49 dune walkovers and extend the 29 outfalls. Mr. Forbes stated the City of Jacksonville Beach received a grant from the State for the design of extending the 29 outfalls. Furthermore, Mr. Forbes stated after the City receives the grant money for the design of the outfall extensions, hopefully, the State would issue grant money to construct the outfall extensions within the next few years.

Mr. Forbes stated there are four ADA (Americans with Disabilities Act) ramps designed with 45 more ramps still to be designed. Mr. Forbes stated the request for funds to design the remaining walkovers and the outfalls would be on the June 4<sup>th</sup>, 2018, Council meeting agenda. The plans are to get the design completed now so work can begin sometime after the shore protection project is completed later this year or in 2019.

### Hazardous Mitigation Grant Program

Mr. Forbes explained the Hazardous Mitigation Grant Program is a program offered by the State and FEMA. This program would pay 75% of the cost of buying properties that have flooded. The City (or another entity) would be responsible for the remaining 25% of the cost. The City of Jacksonville Beach has submitted one application for this grant program for a property that flooded in both recent hurricanes (Matthew and Irma). Mr. Forbes suggested the City move forward with the application process for this one property and purchase the flooded home. Once purchased, the property would be cleared and used for an additional laydown area for construction materials and equipment. Mr. Forbes stated Council approval would be needed to proceed with the application process and would be on the June 4<sup>th</sup>, 2018, Council meeting agenda.

### Golf Course update

Mr. Forbes and Director of Parks and Recreation, Jason Phitides updated Council on the following Golf Course projects:

- *Golf Course Irrigation Project*: Mr. Phitides stated the existing fixtures connecting the control valves to the PVC were installed in 1987. This project would replace some control valves and sprinkler heads. It is appropriate to upgrade the valves as needed while the course is under construction. Mr. Phitides stated the irrigation upgrade was included in the FY 2019 Capital

Improvement Plan and would cost approximately \$95,000. This project would be presented to Council within the next month for approval.

- Downtown Infrastructure and Stormwater Improvement Project: Mr. Forbes stated as part of the Downtown Infrastructure and Stormwater Improvement Project, approximately 2,400 feet of drainage channel needs to be cleaned out. A bid from a contractor to clean out the channel will be presented to Council at the June 4<sup>th</sup>, 2018, Council meeting for approval.
- New Golf Cart Lease: Conversation ensued regarding different options about a new lease agreement for new golf carts. Mr. Phitides would present a new lease agreement for golf carts including the lithium batteries to Council at the June 4<sup>th</sup>, 2018, Council meeting for approval.
- Golf Course Marketing Program: Mr. Phitides stated a proposal to re-brand/re-name the golf course would be brought to Council for approval. In addition, Mr. Phitides expressed the need to market the new name and design of the golf course to its existing patrons and ultimately build up the customer base by expanding the marketing program. It was also suggested to possibly use Beaches Energy's current marketing firm, Shepherd Agency, to assist with starting up the new marketing process. Mr. Forbes stated there would be a grand opening and ribbon cutting ceremony to celebrate the opening of the golf course.
- Golf Professional, Mr. Sandy Suckling suggested renaming the golf course "The Golf Club of Jacksonville Beach" with the slogan "Golf the Beach."

Splash Pad Construction update:

Mr. Phitides stated the Splash Pad project located at South Beach Park is three weeks behind schedule mostly due to weather but also due to a compaction test that was performed before installing the footers.

The briefing adjourned at 6:55 P.M.

Submitted by: Jodilynn Byrd  
Administrative Assistant

Approved:

\_\_\_\_\_  
William C. Latham, MAYOR

Date: \_\_\_\_\_

**OPENING CEREMONIES**

The invocation was given by Council Member Vogelsang, followed by a moment of silence for the high school shooting victims and their families in Santa Fe, Texas, and the salute to the flag.

**CALL TO ORDER**

Mayor Latham called the meeting to order at 7:05 P.M.

**ROLL CALL**

Mayor: William C. Latham

Council Members: Lee Buck Keith Doherty(*absent*) Christine Hoffman  
Bruce Thomason Phil Vogelsang Jeannell Wilson

Also present was City Manager George Forbes.

**APPROVAL OF MINUTES**

It was moved by Ms. Wilson, seconded by Ms. Hoffman, and passed unanimously, to approve the following minutes:

- Regular City Council Meeting held May 7, 2018

**ANNOUNCEMENTS**

The “Ladies” of Pablo Towers presented Mr. Forbes with a gift basket to show their appreciation for his assistance with City Council in setting up Christmas decorations for the community. Mr. Forbes thanked the “Ladies” and credited them with “planting a seed,” which has now grown into an even “larger tree” with Deck the Chairs.

Mr. Thomason spoke about the recent tragic loss of another police officer and asked the community to recognize and appreciate the hard work and dedication of law enforcement personnel.

**COURTESY OF THE FLOOR TO VISITORS**

- Jon McGowan, 5 North 17<sup>th</sup> Avenue, Unit # 401, Jacksonville Beach, spoke on issues previously brought before the Council. Specifically, the beautification and improvements at the 16<sup>th</sup> Avenue North barricade, providing training for volunteer board members; and rebranding of the downtown area. He updated Council on the decision by the City of Jacksonville General Counsel’s Office that the Supervisor of Elections does not have to provide access to their electronic campaign financing program for Beaches electoral candidates. Also, he recommended hiring an additional part-time animal control officer to cover the periods when the full-time officer is off duty.

## **MAYOR AND CITY COUNCIL**

### **Item #18-085 – Presentation by Florida League of Mayors Executive Director Scott Dudley to Fletcher Middle School Student Liam Bolai**

Florida League of Mayors Executive Director, Scott Dudley, presented Liam Bolai of Ms. Phillips' 7<sup>th</sup>-grade Civics Class at Fletcher Middle School, with a joint resolution from the Florida League of Cities and the Florida League of Mayors. Liam Bolai won second place in the "If I Were Elected Mayor for a Day" essay contest.

## **CITY CLERK**

## **CITY MANAGER**

### **(a) Item #18-086 – Accept the Monthly Financial Reports for the Month of April 2018**

**Motion:** It was moved by Ms. Wilson and seconded by Ms. Hoffman, to accept the monthly financial reports for the month of April 2018, as submitted by the Chief Financial Officer.

**Discussion:** Mayor Latham requested a roll call vote as there was no discussion on the agenda item.

**Roll call vote:** Ayes – Buck, Hoffman, Thomason, Vogelsang, Wilson, and Mayor Latham.  
The motion passed unanimously.

### **(b) Item #18-087 – Award Bid Number 1718-13 for Crane Rental Services**

**Motion:** It was moved by Ms. Wilson and seconded by Ms. Hoffman, to award Bid Number 1718-13 to *Bevel Brothers, Inc.* as the primary contractor, and *Crane & Rigging of Jacksonville, Inc.* as the secondary contractor for crane rental services.

**Discussion:** Mr. Forbes explained from time to time, it is necessary for Beaches Energy Services and other City departments to utilize crane rental services for construction and maintenance activities. If the primary contractor is for any reason unavailable, the secondary contractor would be contacted.

**Roll call vote:** Ayes – Hoffman, Thomason, Vogelsang, Wilson, Buck, and Mayor Latham.  
The motion passed unanimously.

### **(c) Item #18-088 – Award Bid Number 1718-15 for the Purchase of Pad Mount Switchgear Type 12**

**Motion:** It was moved by Ms. Wilson and seconded by Ms. Hoffman, to award Bid Number 1718-15 to *Trayer Engineering Corporation* for the purchase of Type 12 Pad Mount Switchgear.

**Discussion:** Mr. Forbes stated this was for a three-year bid. Beaches Energy Services utilizes equipment that allows field employees to isolate and reconfigure the primary distribution system through the operation of switches. In the event of a major circuit fault, Beaches

Energy Services must have the ability to sectionalize the affected area, minimizing the number of customers out of service, while permanent repairs are made.

Allen Putnam, Director of Beaches Energy Services, explained the second and third lowest bidders were not considered due to their bids not meeting the City's bid specifications and an incomplete submission.

**Roll call vote:** Ayes – Thomason, Vogelsang, Wilson, Buck, Hoffman, and Mayor Latham.  
The motion passed unanimously.

**(d) Item #18-089 – Award Bid Number 1718-16 for the Reconditioning of Painted Surfaces on Padmounted Transformers, Switchgears, and Other Equipment**

**Motion:** It was moved by Ms. Wilson and seconded by Ms. Hoffman, to award Bid Number 1718-16 for the reconditioning of painted surfaces on pad-mounted transformers and switchgears to *Seacor Painting, Inc.* as the primary contractor and *Biotraits Chemical, Inc.* as the secondary contractor.

**Discussion:** Mr. Forbes explained the transformers, switching cabinets and other equipment in the field need to be properly maintained through professional painting services.

Mr. Forbes confirmed the secondary contractor would not match the price of the primary contractor in the event the primary contractor is unavailable, and added the funding for this program is included in Beaches Energy Services operating budget. He stated it would be unusual for there to be an emergency forcing us to use the secondary contractor due to the additional cost.

**Roll call vote:** Ayes – Vogelsang, Wilson, Buck, Hoffman, Thomason, and Mayor Latham.  
The motion passed unanimously.

**(e) Item #18-090 – Award RFP Number 02 1718, "Concrete Maintenance Installation and Repairs Continuous Services for 36 Months" to Allsite Contracting, Inc.**

**Motion:** It was moved by Ms. Wilson and seconded by Ms. Hoffman, to award Request for Proposals Number 02-1718, titled "Concrete Maintenance Installation and Repairs-Continuous Services for 36 Months" to *Allsite Contracting, Incorporated*, as explained in the memorandum from the Public Works Director dated, May 10, 2018.

**Discussion:** Mr. Forbes explained this request for proposal is for various concrete items such as sidewalks, handicap ramps, driveways, curbing, spillways, slabs and other similar type work. Quantities for work items will vary depending on the City's needs throughout the year. Mr. Forbes discussed the difficulty over the years that the City has had in maintaining contractors for this type of work, due to the small size of the jobs.

Mr. Forbes added the money is budgeted annually from the Local Option Gas Tax and funds projects such as repairing sidewalks, milling, and repaving streets.

**Roll call vote:** Ayes – Wilson, Buck, Hoffman, Thomason, Vogelsang, and Mayor Latham.  
The motion passed unanimously.

## **RESOLUTIONS**

### **ORDINANCES**

(a) **Item #18-091 - ORDINANCE NO. 2018-8108** (Second Reading)

Mayor Latham requested that the City Clerk read Ordinance No. 2018-8108, by title only, whereupon Ms. Scott read the following:

**“AN ORDINANCE TO AMEND REDEVELOPMENT DISTRICT: RD ORDINANCE NUMBER 2008-7951, SUPPLEMENTING THE COMPREHENSIVE ZONING REGULATIONS AND ZONING ATLAS FOR THE CITY OF JACKSONVILLE BEACH, FLORIDA, AS PROVIDED UNDER CHAPTER 34 OF THE CODE OF ORDINANCES OF SAID CITY. (Redevelopment District Zoning for a maximum 81 room hotel located at the southeast corner of Beach and A1A.)”**

**Motion:** It was moved by Ms. Wilson and seconded by Ms. Hoffman, to adopt Ordinance Number 2018-8108, governing the property located at the southeast corner of Beach Boulevard and South 3<sup>rd</sup> Street, by providing a new project narrative and site plan for a proposed hotel use. (*Element Hotel*)

**Summary:** Mr. Forbes said the *Element Hotel* is part of Westin Hotels [Marriot]. The hotel would consist of a footprint of 10,236 square feet, three stories in height [meets the City’s 35 feet height limit], with a maximum of 81 hotel rooms with a mix of open and covered ground level parking. Vehicular access to the property would be from 2nd Street only, with an anticipated project start date of October 2018. It does not have a restaurant that is open to the general public. The hotel has a twelve-foot alley which it shares with McDonald’s.

**Speakers:**

- Ed Goodson, a representative of Goodson, Nevin & Assoc., 10175 Fortune Parkway, Ste. 403, Jacksonville, was available for questions regarding the project.
- Sonny Bhikha, Hotelier, 3608 Marsh Park Court, Jacksonville, expressed his support and willingness to work with the City, reviewed the history of his business properties throughout the beaches area and the amenities of the Element project.

**Discussion:** Mr. Thomason asked if the alleyway would be paved.

Director of Planning and Development, Bill Mann, responded yes, the alleyway is currently paved and has curb modifications along the north end to open to the property. The alleyway would not open up to 3<sup>rd</sup> Street South. McDonald’s users wishing to by-pass the drive-thru lanes would discharge back through to the McDonald’s property. The hotel residents would discharge back through the hotel property making a U-turn on the property, and discharging on to 2<sup>nd</sup> Street. Mr. Thomason agreed with this plan – as it would be much safer.

Ms. Hoffman stated her support of the development project.

**Roll call vote:** Ayes – Buck, Hoffman, Thomason, Vogelsang, Wilson, and Mayor Latham.  
The motion passed unanimously.

**Motion:** It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve the Findings of Fact for Ordinance Number 2018-8108, dated May 21, 2018.

**Roll call vote:** Ayes – Hoffman, Thomason, Vogelsang, Wilson, Buck, and Mayor Latham.  
The motion passed unanimously.

(b) **Item #18-092 - ORDINANCE NO. 2018-8109** (Second Reading)

Mayor Latham requested that the City Clerk read Ordinance No. 2018-8109, by title only, whereupon Ms. Scott read the following:

**“AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF JACKSONVILLE BEACH; AMENDING CHAPTER 10, FIRE AND LIFE SAFETY; ARTICLE III, FIRE PREVENTION, AND LIFE SAFETY; SEC. 10-3.03, CODES ADOPTED; TO PROVIDE REFERENCE TO THE STATE ADOPTED FLORIDA FIRE PREVENTION CODE; PROVIDING FOR UPDATES IN CHAPTER 10 BY ELIMINATING OBSOLETE PROVISIONS; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR CODIFICATION AND PROVIDING AN EFFECTIVE DATE.** (Updates Chapter 10 of the Life Safety Code and Adopts the 6th Edition of the Florida Fire Prevention Code.)”

**Motion:** It was moved by Ms. Wilson, and seconded by Ms. Hoffman, to adopt Ordinance Number 2018-8109 that amends Chapter 10 of the Fire and Life Safety Code.

**Summary:** Mr. Forbes reviewed the following notable changes in the 6th edition of the Florida Fire Prevention Code:

- Compliance with high-rise sprinkler code retrofit date has moved to 12/31/19 (was 12/31/2017)
- Standards have been set for the operation of food trucks (fire extinguishers, hood fire suppression systems, LP gas lines/tanks, etc.)
- Standards addressing the safe storage, handling, and sales of fireworks
- Standards have been established on the use of rubberized asphalt melters during roof deck operations (extinguisher, location, and operation of the unit. etc.)

**Discussion:** Mayor Latham requested a roll call vote as there was no discussion on the agenda item.

**Roll call vote:** Ayes – Thomason, Vogelsang, Wilson, Buck, Hoffman, and Mayor Latham.  
The motion passed unanimously.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 7:45 P.M.

Submitted by: Laurie Scott  
City Clerk

Approval:

\_\_\_\_\_  
William C. Latham, MAYOR

Date: \_\_\_\_\_

LS/aam

Draft

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Jacksonville Beach

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TO: The Honorable Mayor  
Members of the City Council

FROM: George D. Forbes  
City Manager

SUBJECT: Budget Workshop Schedule

DATE: May 24, 2018

**Action Requested**

Approve the Council Budget Workshop Schedule. (Attached)

**Background**

As in the past, this year's budget workshops will be held in the conference room located behind the City Council chamber.

In addition to the Council Tour, this year's Budget Workshop Schedule provides for 4 workshops over a two-week period. It is designed to be informative for the Council and, by spreading the workshops out over two weeks, make it easier on the Council members' schedules.

**Action Requested**

Approve the Budget Workshop Schedule as proposed by the City Manager in a memo dated May 24, 2018.

Attachment  
GDF:ag



*Budget Workshop Calendar*

<b>Date</b>	<b>Topic/Department Reviewed</b>
Friday, 8-3 1:30-4:30 p.m.	Financial Condition Report and Virtual Council Tour
Monday, 8-6 4:00-6:00 p.m.	Executive & Legislative Planning & Development Redevelopment Finance Human Resources
Tuesday, 8-7 5:00-7:00 p.m.	Fire Police
Monday, 8-13 5:00-7:00 p.m.	Public Works
Tuesday, 8-14 5:00-7:00 p.m.	Beaches Energy Services Parks & Recreation

ALL WORKSHOPS WILL BE HELD IN THE CONFERENCE ROOM BEHIND THE COUNCIL CHAMBER.

**Tentative Dates for Budget Adoption:**

First Reading: Tuesday, September 4  
City Hall, 6:00 p.m.

Second Reading: Monday, September 10  
City Hall, 6:00 p.m.

**These dates may change, subject to the dates chosen by the School Board and the County.**



City of Jacksonville Beach City Hall 11 North Third Street Jacksonville Beach FL 32250 Phone: 904.247.6231 Fax: 904.247.6107 Planning@jaxbchfl.net www.jacksonvillebeach.org

MEMORANDUM

To: George D. Forbes, City Manager From: Heather Ireland, Senior Planner Re: Palm Grove, Replat of Lot 1, Block D10, Ponte Veda Unit Two – Final Plat Approval. (100 Mills Lane) Date: May 23, 2018

ACTION REQUESTED:

Approve the attached Final Plat for Replat of all of Lot 1, Block D10, Ponte Vedra Unit Two, supporting a three-lot single-family residential subdivision (100 Mills Lane – Palm Grove)

BACKGROUND:

The applicant has applied to subdivide the oversized parcel into three single-family residential lots. The property is located on the southwest corner of Mills Lane, and Ponte Vedra Boulevard. He was advised by staff that he would need to get a final subdivision plat approved by City Council and recorded with the Clerk of County Courts, prior to selling the three individual single-family lots.

The subject property is located in a Residential, single-family: RS-1 zoning district. Each of the three single-family lots shown on the attached plat exceed the minimum lot size requirements for RS-1 single-family dwellings. The project received Concept Plat approval from the Planning Commission in January of 2018.

The attached Final Plat document has been approved by all reviewing City Departments, and is consistent with relevant Land Development Code and Comprehensive Plan regulations.

RECOMMENDATION:

Approve the attached Final Plat for Replat of all of Lot 1, Block D10, Ponte Vedra Unit Two, supporting a three-lot single-family residential subdivision (100 Mills Lane – Palm Grove)







City of

Jacksonville Beach

Police Department

101 Penman Road, South

Jacksonville Beach

FL 32250

Phone: 904.247.6343

Fax: 904.247.6342

[www.jacksonvillebeach.org](http://www.jacksonvillebeach.org)



To: George D. Forbes, City Manager

From: Patrick K. Dooley, Chief of Police

Subject: Draw from Federal Equitable Sharing Fund to Purchase a Smart Trailer with Reader Board and a Portable Traffic Counter

Date: May 23, 2018

### **ACTIONS REQUESTED**

#### **ACTION 1**

Approve a draw from the Federal Equitable Sharing Fund to purchase a Smart Trailer with a programmable reader board.

#### **ACTION 2**

Approve a draw from the Federal Equitable Sharing Fund to purchase a portable traffic counter.

### **BACKGROUND**

The police department regularly conducts traffic surveys throughout the city. In many cases, speed is an issue. Both of the items requested are used to measure and record the speed of vehicles, as well as the time of day, and record statistical data for analysis.

The Smart Trailer has a display board which can display vehicle speeds to drivers in real time. It also has a message board that is programmable for informational messages for motorists which makes the trailer a flexible tool.

The portable traffic counter uses tubes stretched across lanes of traffic to count vehicles and record vehicle speeds and time of day. This method of collecting data is nonobtrusive and can be used on a 24-hour basis. The tubes may also be used in locations in which the trailer is not practical.

Kustom Signals, Inc., manufactures Smart Trailer model VMSII. The pricing provided by Crimson Technology Products is the lowest of three quotes at **\$17,385**. The other quotes were from Kustom Signals, Inc., (\$17,965) and Lakota Contracting, Inc. (\$20,451).

Peek Traffic Corp. manufactures the Portable Traffic Counter. The Pricing provided by Peek Traffic Corp. was the lower of the two quotes at **\$1,114**. The other quote from JTB Supply Company was \$1,490.

The total expenditure requested is **\$18,499**.

The recommended expenditures meet statutory requirements for the use of Federal Equitable Sharing Funds.

### **RECOMMENDATION**

Approve a draw of **\$18,499** from the Federal Equitable Sharing Fund to purchase a Smart Trailer with reader board and a portable traffic counter as described in a May 23, 2018, memorandum from Police Chief Patrick K. Dooley.

**SMART TRAILER MODEL VMSII**



**PORTABLE TRAFFIC COUNTER**



City of

Jacksonville Beach

1460A Shetter Avenue

Jacksonville Beach

FL 32250

Phone: 904.247.6226

Fax: 904.270.1639

[www.jacksonvillebeach.org](http://www.jacksonvillebeach.org)

**TO:** George Forbes  
City Manager

**FROM:** Jason Phitides  
Director of Parks and Recreation

**DATE:** May 24, 2018

**RE:** New Lease for Golf Carts

**ACTION REQUESTED:**

Approve lease agreements with EZGO for sixty (60) lithium powered golf carts and fifteen (15) gas powered utility vehicles.

**BACKGROUND:**

The City currently leases seventy (70) golf carts and fifteen (15) utility vehicles from EZGO. The utility vehicles are used by Public Works, Grounds and Golf Course maintenance crews. The leases were scheduled to end in December 2018.

The City negotiated a moratorium of seven months on the golf cart lease to coincide with the closure of the course during construction. As a result, the golf cart lease will end in June 2019. The utility vehicles were not included in the moratorium as we continue to use them.

The City has a purchase option at the expiration of the current lease. An alternative option would be to lease a new fleet.

EZGO can provide a new leased fleet based on the National Intergovernmental Purchasing Alliance (NIPA) competitive pricing contract. They offer golf carts with either lead acid batteries or carts with the newest technology lithium batteries.

Furthermore, EZGO will waive all remaining lease payments (effective June 2018 for the carts and September 2018 for the utility vehicles) and begin new lease agreements starting October 2018. The new fleet will be delivered by the end of



August 2018, to be available for the anticipated opening of the Golf Course on September 1, 2018.

**Option 1: Exercise the Purchase Option**

To exercise the purchase option on the current lease would cost \$135,000. (\$105,000 for the golf carts and \$30,000 for the utility vehicles). Both the golf carts and utility vehicles will be three years old at the termination of the lease. The average life of golf cart batteries is about four years. These batteries will require replacement within the following twelve months. Total fleet cost to replace batteries is approximately \$60,000.

However, the carts would no longer be covered under warranty and may require additional maintenance. Parts typically replaced through wear and tear after three to four years are: brake assemblies (\$235); steering boxes (\$312); tires (\$160) solenoids and tie rods (\$150).

Exercising the purchase option would require a significant upfront capital outlay. The payback period would be approximately thirty (30) months depending on maintenance costs. The typical lease period is thirty-six months, covering the expected life of the lead acid battery. The uncertainty of maintenance costs and an insignificant difference between payback and new lease period does not make this the most attractive option.

**Option 2: New Lease with Standard Lead Acid Batteries**

The lease term and warranty period for carts with standard lead acid batteries is thirty-six months, which coincides with the lifespan of the batteries. The total annual lease cost would be \$105,943.

**Option 3: New Lease with Lithium Batteries**

Lithium batteries are an alternative to lead acid batteries. They are half the size and a fraction of the weight (49 pounds versus 328 pounds). They do not require the maintenance associated with watering, terminal post checkups and cleaning, and have a warranty lifespan of five years.

Lithium requires less energy to power, and charges in half the time it takes a fully charged lead acid battery. Estimated energy cost savings range between \$4.89 and \$8.71 per cart, per month. Total annual lease cost would be \$96,990.

Following is a comparison summary of the current lease versus NIPA priced lead acid and lithium carts:

<b>Lease Comparisons</b>			
	<b>Current Lease</b>	<b>New Lease Lead Acid Battery</b>	<b>New Lease Lithium Battery</b>
<b><u>Golf Carts:</u></b>			
Lease Months	10	36	60
Quantity	70	60	60
Price per cart	\$79.20	\$94.93	\$92.22
Monthly Cost	<u>\$5,544</u>	<u>\$5,696</u>	<u>\$5,533</u>
Annual Cost	\$66,528	\$68,350	\$66,398
<b><u>Utility Vehicles:</u></b>			
Lease Months	7	36	48
Quantity	15	15	15
Price per vehicle	\$199.28	\$195.80	\$159.33
Monthly Cost	<u>\$2,989</u>	<u>\$3,133</u>	<u>\$2,549</u>
Annual Cost	\$35,871	\$37,593	\$30,592
<b>Total Annual Cost</b>	<b><u><u>\$102,399</u></u></b>	<b><u><u>\$105,943</u></u></b>	<b><u><u>\$96,990</u></u></b>

Staff has revised the fleet to provide an optimum operating compliment of sixty (60) golf carts while the utility vehicles remain unchanged.

Due to the lower annual lease cost, less maintenance hours and energy cost savings, staff recommend a new lease with lithium battery powered carts.

Funding for the Golf Carts is included in the Golf Course Administration operating budget, while funding for the utility vehicles are prorated among operating budgets in Grounds Maintenance, Golf Course Maintenance, and Public Works Water Plant and Streets Divisions.

**RECOMMENDATION:**

Approve lease agreements with EZGO for sixty (60) lithium powered golf carts and fifteen (15) gas powered utility vehicles, as described in the memorandum from the Director of Parks and Recreation dated May 24, 2018.

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**TO:** George Forbes  
City Manager

**FROM:** Jason Phitides  
Director of Parks and Recreation

**DATE:** May 23, 2018

**RE:** Golf Course Irrigation System Improvements

**ACTION REQUESTED:**

Approve replacements of key components of the Golf Course irrigation system.

**BACKGROUND:**

The key components of the irrigation system are the gate valves, electric control valves and sprinkler heads. Gate valves enable the system to be segmented and allow for isolation of specific areas for management or maintenance. Electric control valves activate the sprinkler heads and are controlled via a centralized computer system.

The irrigation system was installed in 1987. Metal fittings on the valves and sprinkler heads have corroded over time and are in need of replacement. This project was scheduled in the FY2019 Capital Improvements Plan; however, due to the reconstruction of the Golf Course, we are now recommending moving this project up one year.

This will allow us to complete the project while the Golf Course is currently under construction. Doing so will avoid disruption to the Golf Course operation while ensuring more reliable irrigation coverage during the critical Golf Course grow in period.

Maccurrach Golf Construction is currently under contract for the reconstruction of the Golf Course and can accommodate the irrigation upgrade.

Following is the projected replacement program for the key irrigation components:



	<u>Quantity</u>	<u>Price</u>	<u>Amount</u>
Electric Control Valves	25	\$ 1,650	\$ 41,250
Gate Valves	22	\$ 1,200	\$ 26,400
Sprinkler Heads	110	\$ 250	\$ 27,500
		Total	<u>\$ 95,150</u>

The above costs include installation. Funding will be provided from the General Capital Projects Fund.

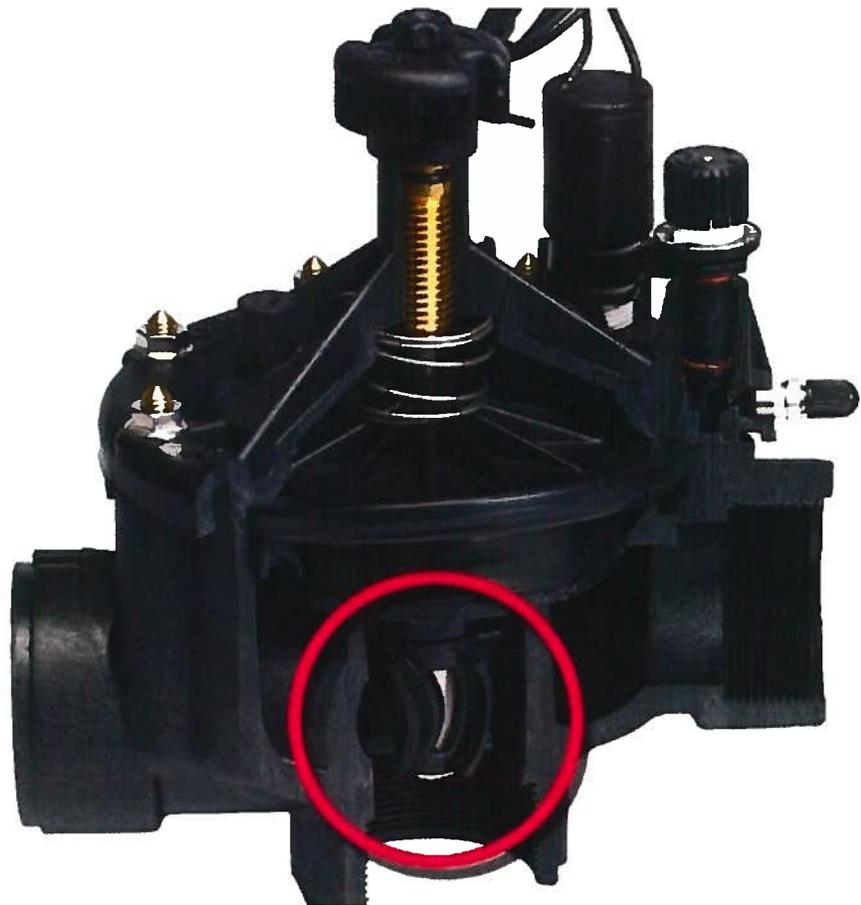
**RECOMMENDATION:**

Approve replacements of key components of the Golf Course irrigation system, as described in the memorandum from the Director of Parks and Recreation dated May 23, 2018.

## Sprinkler Heads



## Electric Control Valve



## Gate Valve



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## **MEMORANDUM**

**To:** George D. Forbes, City Manager

**From:** Heather Ireland, Senior Planner

**Re:** *Hazard Mitigation Grant Program (HMGP) funding process and project status*

**Date:** May 24, 2018

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### **ACTION REQUESTED:**

Authorize a Hazard Mitigation Grant Program (HMGP) grant application for a property acquisition and demolition project at 3460 Sanctuary Way South.

### **BACKGROUND:**

Following damaging flooding events from Hurricanes Matthew and Irma, the owner of the property located at 3460 Sanctuary Way South approached the City to request assistance in applying for the Hazard Mitigation Grant Program, post-disaster grant funding from the Federal Emergency Management Agency (FEMA). The request is to acquire and demolish the existing single-family home. Hazard Mitigation Grant Program funding is available to eligible communities following a disaster. Homeowners are not eligible to apply for a grant, but the City is an eligible sub-applicant who can apply for funding on behalf of private property owners.

In order to be eligible for Hazard Mitigation Grant Program grant funding, projects must be on the County's Local Mitigation Strategy mitigation projects list. In January 2018, the City requested that this acquisition and demolition project be added to the County Local Mitigation Strategy mitigation projects list. In March 2018, the Duval County/City of Jacksonville Security and Emergency Preparedness Planning Council officially voted to add the project to the list, along with other mitigation projects.

The amount of Hazard Mitigation Grant Program funding is limited for each county, and mitigation projects selected for funding must be ranked. Project ranking for select Duval County mitigation projects took place at a scheduled Local Mitigation Strategy Advisory Group Meeting on April 23, 2018. This project was ranked number 2 on the Duval County List. Grant applications can be submitted once an Endorsement Letter from the County Local Mitigation Strategy Coordinator is

received that confirms that the proposed project is on the Local Mitigation Strategy mitigation projects list and where it is ranked.

The Hazard Mitigation Grant Program is a cost-reimbursement grant program where approved eligible project costs are financed by the subgrantee (applicant) with reimbursement required from the State (grantee). The Federal Emergency Management Agency may fund up to 75% of eligible project costs and the applicant must provide the 25% match from non-federal funds. The match can be a combination of cash and in-kind services. The estimated 25% applicant match for the acquisition and demolition of the property at 3460 Sanctuary Way South is approximately \$104,000.00 (Total project cost is an estimated \$415,485).

The Planning and Development Department staff is actively working towards completion of the acquisition and demolition project application and gathering required supporting documentation, with assistance from the homeowner. The application deadline is August 6<sup>th</sup>, 2018. Applications can be submitted any time prior to the deadline. The City can submit the application as soon as it is completed and the Local Mitigation Strategy coordinator endorsement letter is received from the County. Applications without this endorsement letter will not be processed.

The Federal Emergency Management Agency's goal is to obligate all funds within 24 months of the disaster declaration. This is a maximum length of time by statute. The Hazard Mitigation Grant Program is administered by the State, which provides for quicker review and approvals. Following project completion, the City will be required to submit quarterly reports to the State.

**RECOMMENDATION:**

Authorize a Hazard Mitigation Grant Program grant application for a property acquisition and demolition project at 3460 Sanctuary Way South.

May 20, 2018

**TO:** George Forbes, City Manager  
**FROM:** Ty Edwards, Director of Public Works  
**SUBJECT:** Authorize the Final Design of the Replacement of the Dune Walkovers and the Repair/Extension of the Beach Stormwater Outfalls Projects

---

**ACTION REQUESTED:**

Authorize the Final Design of the Replacement of the Dune Walkovers and the Repairs/Extensions of the Beach Stormwater Outfalls Projects to *Applied Technology and Management, Inc.*

**BACKGROUND:**

There are forty-nine (49) existing dune walkovers and twenty-nine (29) existing beach outfalls located within the City of Jacksonville Beach limits. Within the Downtown Community Redevelopment District limits, there are twenty-eight (28) existing walkovers and fifteen (15) existing Beach Outfalls. The design has already been completed for the four (4) ADA dune walkovers located at 5<sup>th</sup> Avenue North, Beach Boulevard, 6<sup>th</sup> Avenue South, and 16<sup>th</sup> Avenue South (see attached map)

The final design scope for the Replacement of the Dune Walkovers Project includes: data collection, design services, construction contract documents, Florida Department of Environmental Protection (FDEP) Coastal Construction Control Line (CCCL) permitting, bidding services, and an FDEP Beach Management Funding Request Application. The work includes the removal and replacement of the existing dune walkovers. The design fee for the forty-five (45) dune walkovers is \$126,704. Including a 10% contingency, the total design fee is \$139,374.40.

The final design scope for the Repair/Extensions of the Beach Stormwater Outfalls Project includes: data collection, design services, construction contract documents, FDEP Coastal Construction Control Line Permitting and Bidding Services. The work will include the replacement of the damaged sections and extension of the beach outfalls seaward of the existing primary dune construction line in 2017. The design fee is \$24,605. Including a 10% contingency, the total design fee is \$27,065.50.

These designs are to be performed by *Applied Technology and Management, Inc.* under a City Continuing Professional Engineering Services Contract for design services.

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<b>Final Design Fee Summary</b> <b>Final Design of the Replacement of the Dune Walkovers and the</b> <b>Repair/Extension of the Beach Stormwater Outfall Projects</b>		
DESCRIPTION	COST	RECOMMENDATION
Design Fee for Dune Walkovers	\$126,704.00	Authorize the design of the Dune Walkovers Replacement Project to <i>Applied Technology &amp; Management, Inc.</i>
10% Contingency	\$12,670.40	
<b>Total Design Fee (Dune Walkovers)</b>	<b>\$139,374.40</b>	
Design Fee for Beach Outfalls	\$24,605.00	Authorize the design of the Beach Outfalls Repair/Extension Project to <i>Applied Technology &amp; Management, Inc.</i>
10% Contingency	\$2,460.50	
<b>Total Design Fee (Beach Outfalls)</b>	<b>\$27,065.50</b>	
<b>Total Design Fee (Dune Walkovers and Beach Outfalls)</b>	<b>\$166,439.90</b>	

Funding will be provided by \$91,429.57 from Downtown Tax Increment Funds and \$75,010.33 from the General Capital Projects Fund.

**RECOMMENDATION:**

Authorize the Final Design for the Replacement of the Dune Walkovers and the Repair/Extension of the Beach Stormwater Outfalls to *Applied Technology and Management, Inc.*, as described in the memorandum from the Director of Public Works dated May 20, 2018.



May 24, 2018

**TO:** George Forbes, City Manager

**FROM:** Ty Edwards, Public Works Director

**SUBJECT:** Award City Bid No.1718-18, Stormwater Channel Improvements through the Golf Course

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**ACTION REQUESTED:**

Award City Bid No.1718-18, Stormwater Channel Improvements through the Golf Course to *Jax Utilities Management, Inc.*

**BACKGROUND:**

This project is part of the Downtown Redevelopment District Improvements Program. The City desires to clear and remove trees and vegetation in the existing drainage channels located within the golf course property to improve drainage in the area. This work should be performed at this time since the City's Golf Course is temporarily closed for major reconstruction. The proposed project limits and work are indicated on the attached map.

The City advertised the project to thirteen (13) contractors on April 11, 2018. A mandatory pre-bid meeting was held on April 17, 2018, which was attended by seven (7) contractors. On May 2, 2018, the City received one (1) bid from Jax Utilities Management Inc., in the amount of \$428,119.75 for the Base Bid and \$208,055.30 for Alternate No.1 for a total bid price of \$636,175.05. With a 10% contingency, the total bid amount is \$699,792.56.

**Project Summary**

- Clear 2,685 LF of drainage channel bottoms and banks
- Cut-off trees on the side slopes of the channel
- Remove trees blocking the channel flow
- Remove 2,100 CY of silt
- Spoil area with sodding
- Re-establish drainage channel bottom and banks
- Hydro-seed disturbed drainage channel banks
- Establish 100 feet by 100 feet laydown area
- Remove and replace existing fence on south side of the drainage channel
- Provide an access gate on south side of the drainage channel
- Stake out drainage channel boundaries
- Obtain drainage channel cross sections and contours

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<b>City Bid 1718-18, Stormwater Channel Improvements through the Golf Course</b>		
<b>DESCRIPTION</b>	<b>COST</b>	<b>RECOMMENDATION</b>
Base Bid (estimated quantities)	\$428,119.75	Award of Bid to <i>Jax Utilities Management, Inc.</i> (the lowest, qualified bidder)
10% Contingency	\$42,811.98	
<b>Construction Total Base Bid</b>	<b>\$470,931.73</b>	
Alternate No. 1 (estimated quantities)	\$208,055.30	Award of Bid to <i>Jax Utilities Management, Inc.</i> (the lowest, qualified bidder)
10% Contingency	\$20,805.53	
<b>Construction Alternate No. 1</b>	<b>\$228,860.83</b>	
<b>GRAND TOTAL:</b>	<b>\$699,792.56</b>	
The contract completion time is 60 days after Notice to Proceed is issued for the Base Bid and Alternate No.1. Construction Administration and Construction Inspection costs will be performed by City Staff.		

The Community Redevelopment Agency (CRA) appropriated supplemental funding in the amount of \$158,429.58 for a total of \$470,931.73 funding for the base bid portion of the project on May 29, 2018. Alternate No. 1 will be funded by \$228,860.83 from the 2018 Stormwater operating budget.

**RECOMMENDATION:**

Award City Bid No.1718-18, Stormwater Channel Improvements through the Golf Course to *Jax Utilities Management, Inc.* as described in the memorandum from the Public Works Director dated May 24, 2018.



**DOWNTOWN STORMWATER CHANNEL IMPROVEMENTS AT GOLF COURSE & DITCH EAST OF THE GOLF COURSE TO 9<sup>TH</sup> AVE. SOUTH  
 CITY OF JACKSONVILLE BEACH  
 DEPARTMENT OF PUBLIC WORKS  
 CITY BID NO. 1718-18**

BID DATE: MAY 2, 2018

TIME: 2:00 P.M. (Local Time)

**TABULATION OF BIDDERS**

CONTRACTOR	BASE BID CLEARING EAST TO WEST STORMWATER CHANNEL	ALTERNATE #1 CLEARING NORTH TO SOUTH OUTFALL DITCH	TOTAL BASE BID & ALTERNATE #1 BID	ADD. #01	00301-A Subcont List	00301-B Req'd. Disclosure	00301-C Trench Safety	00301-D Bid Award Notice	00301-E Drug Free	00301-F Non Bankruptcy Affidavit	00410 Bid Bond	00480 Non- Collusion	Occup. License	W9	Bidder Qual.	Bid Form in TriPLICATE
1 Jax Utilities Management, Inc.	\$ 428,119.75	\$ 208,055.30	\$ 636,175.05	X	X	X	X	X	X	X	X	X	X	X	X	X
2 Callaway Contracting, Inc.	NO BID	NO BID	NO BID													
3 J.D Hinson Company	NO BID	NO BID	NO BID													
4 G & H Underground Construction, Inc.	NO BID	NO BID	NO BID													
5 Petticoat-Schmitt Civil Contractors, Inc.	NO BID	NO BID	NO BID													
6 United Service Connection, Inc.	NO BID	NO BID	NO BID													
7 MacCurraeh Golf	NO BID	NO BID	NO BID													

Plan Holders: 13  
 Attendees of Mandatory Pre-Bid: 7  
 Bid Responses: 1

**CERTIFIED BY: COJB PUBLIC WORKS DEPARTMENT**



# Stormwater Channel Improvements

## Aerial Location Map

### Addendum No. 1



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## **MEMORANDUM**

**To:** George D. Forbes, City Manager

**From:** Heather Ireland, Senior Planner

**Re:** *Duval County Maritime Management Plan Support*

**Date:** May 25, 2018

---

### **ACTION REQUESTED:**

Adopt Resolution No. 2010-2018, in support of the 2018 Duval County Maritime Management Plan.

### **BACKGROUND:**

In late 2015, the Northeast Florida Regional Council, in collaboration with the University of North Florida, and Jacksonville University began the process of developing the Duval County Maritime Management Plan (the Plan). The Plan was developed to be a guide for the City of Jacksonville, the Town of Baldwin and the Beaches cities to protect and develop sustainable usage of the Intracoastal Waterway, the St. Johns River and their major tributaries. The Plan was funded jointly by the Florida Inland Navigation District (FIND) and the City of Jacksonville.

The development of the Plan consisted of several public meetings, online surveys, and planning team meetings. The City of Jacksonville Beach was represented on the "Cities Team" that provided input and information during the development of the Plan. Information was gathered regarding the environment, risk, waterway facilities, public input, and recommendations for future projects. The Plan supports the efforts of the City of Jacksonville Waterways Commissions, who expressed their support for the Duval County Maritime Management Plan on May 9, 2018.

Overall recommendations provided in the Plan focused on maintenance of existing facilities, activation of new facilities and opportunities, preservation of waterways, resiliency, and improving working waterfronts. The City of Jacksonville Beach's facilities are represented in the Plan's recommendations, including:

- Considering sea level rise in improvements to the fishing pier;
- Considering sea level rise in improvements to Cradle Creek preserve; and



- Acquisition of property north of the McCue Boat ramp to support extension of existing public facilities.

The Beaches communities are well represented in the formulation of the Plan, which provides useful information when planning for new facilities, and maintenance of existing facilities. Through public meetings and surveys, the public showed strong support for the maintenance and improvement of existing waterway facilities.

The complete 2018 Duval County Maritime Management Plan can be viewed at [www.jaxboatplan.com](http://www.jaxboatplan.com).

**RECOMMENDATION:**

Adopt Resolution No. 2010-2018, in support of the 2018 Duval County Maritime Management Plan.

Introduced by: \_\_\_\_\_

Adopted: \_\_\_\_\_

**RESOLUTION NO. 2010-2018**

**A RESOLUTION OF SUPPORT FOR THE DUVAL COUNTY  
MARITIME MANAGEMENT PLAN, PROVIDING FOR AN  
EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

**WHEREAS**, with the support of the City of Jacksonville and the Florida Inland Navigation District, a Maritime Management Plan has been created for Duval County by a planning team that includes the Northeast Florida Regional Council, the University of North Florida and Jacksonville University, and

**WHEREAS**, the City of Jacksonville Beach has been represented on the “Cities Team” that advised the planning team during creation of the plan and has provided input, and

**WHEREAS**, the City of Jacksonville Beach appreciates the importance of waterways and the maritime sector of the economy to the overall quality of life in Duval County, and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, THAT:**

**SECTION 1.** That the City of Jacksonville Beach is in support of the findings and recommendations of the Duval County Maritime Management Plan.

**SECTION 2.** This Resolution shall become effective immediately upon its adoption.

**AUTHENTICATED** this \_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Charles W. Latham, MAYOR

\_\_\_\_\_  
Laurie Scott, CITY CLERK