



**Agenda**  
**City Council**

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**Monday, September 18, 2017**

**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.

**CALL TO ORDER**

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

**ROLL CALL**

**APPROVAL OF MINUTES**

- a.     **17-162**           Special City Council Meeting Held September 5, 2017
- b.     **17-163**           Regular City Council Meeting Held September 5, 2017

**ANNOUNCEMENTS**

**COURTESY OF THE FLOOR TO VISITORS**

**MAYOR AND CITY COUNCIL**

- 17-164**           Update on Hurricane Irma

**CITY CLERK**

**CITY MANAGER**

- a.     **17-165**           Accept the Monthly Financial Reports for the Month of August 2017

- b. 17-166 Approve a Draw from the Law Enforcement Trust Fund for the Following:
1. Equipment and Related Expenses for Ongoing Crime Prevention and Community Relations Programs; and
  2. Continue Funding the Part-Time Police Volunteer Coordinator for the Citizen Police Academy Alumni Association and Citizens On Patrol Volunteers
- c. 17-167 Approve a Draw from the Federal Equitable Sharing Fund for Police Officer Overtime Expenses for Crime Prevention and Community Relations Programs
- d. 17-168 Award Bid No. 1617-13 Unleaded Gasoline & Diesel Fuel to the Lowest Qualified Bidder, **James River Solutions**

## **RESOLUTIONS**

**17-169 RESOLUTION NO. 1994-2017**

**A RESOLUTION AMENDING THE CITY OF JACKSONVILLE BEACH POSITION CLASSIFICATION AND PAY FOR MANAGERIAL, PROFESSIONAL, ADMINISTRATIVE AND UNCLASSIFIED (NON-UNION) POSITIONS, EFFECTIVE SEPTEMBER 18, 2017.** (This eliminates the Property Management Superintendent position and changes the pay grade for the Property and Procurement Officer.)

## **ORDINANCES**

**17-170 ORDINANCE NO. 2017-8094 (Second Reading) (Public Hearing)**

**AN ORDINANCE PROVIDING FOR THE CONSTRUCTION OF PUBLIC INFRASTRUCTURE IMPROVEMENTS TO INCLUDE, BUT NOT LIMITED TO, DRINKING WATER DISTRIBUTION LINES, SANITARY SEWER COLLECTION LINES, PROPERTY CONNECTIONS TO SAID LINES, ABANDONMENT OF PROPERTY SEPTIC TANKS, AND RELATED AND ASSOCIATED WORK ALONG THE PRIVATE ACCESS EXTENSION OF HOPSON ROAD IN THE CITY OF JACKSONVILLE BEACH, FLORIDA; PROVIDING FOR THE PAYMENT OF THE COST THEREOF BY THE IMPOSITION OF SPECIAL ASSESSMENTS TO BE LEVIED AND ASSESSED AGAINST THE PROPERTIES ABUTTING OR FRONTING UPON SUCH IMPROVEMENTS, IN PROPORTION TO THE BENEFITS BESTOWED UPON EACH PROPERTY ASSESSED; AND DESIGNATING A TIME FOR HEARING OBJECTIONS TO THE ENFORCEMENT THEREOF AND PROVIDING FOR OTHER MATTERS RELATING THERETO.** (These are improvements along Hopson Road)

**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.*

**Minutes of Special City Council Meeting  
held Tuesday, September 5, 2017, at 6:00 P.M.  
in the Council Chambers, 11 North 3<sup>rd</sup> Street,  
Jacksonville Beach, Florida.**



**CALL TO ORDER:**

Mayor Charlie Latham called the meeting to order.

**ROLL CALL:**

Mayor: Charlie Latham

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

Also present were City Manager George Forbes, Deputy City Manager Trish Roberts, City Department Heads, and City Clerk Laurie Scott.

**PURPOSE OF MEETING**

Mayor Latham stated that the purpose of the meeting was to adopt a Proposed Millage Rate for Fiscal Year 2017-2018 and a Tentative Operating Budget for Fiscal Year 2017-2018.

Mayor Latham read the following statement:

The first item to be discussed is the Proposed Millage Rate.

- The budget for the City of Jacksonville Beach was prepared using a millage rate of \$3.9947 mills. The rolled back rate is \$3.6060 mills. The proposed millage rate of \$3.9947 mills is 10.78% more than the rolled back rate.

The second item to be discussed is the Tentative Operating Budget.

- The tentative operating budget for Fiscal Year 2017-2018 is \$164,505,457.

**Public Hearing**

At this time, Mayor Latham opened a Public Hearing on the Proposed Millage Rate and Tentative Operating Budget.

Speaker:

- Julie Malmstrom, 2042 2<sup>nd</sup> Street South, Jacksonville Beach, asked for clarification on how the City assesses the taxes. She stated she would like to see new people moving into the City and developers bear the brunt of the taxes.

**PROPOSED MILLAGE RATE – FY 2017-2018**

**Motion:** It was moved by Ms. Wilson, seconded by Mr. Doherty, to adopt the Proposed Millage Rate for Operating Purposes of \$3.9947 mills.

**Discussion:** Mr. Forbes reported this year the City is proposing an increase in its millage rate. The tentative operating budget has been prepared using a millage rate of \$3.9947 per \$1,000 of assessed taxable value, which is less than both the 2014 rate of \$4.0947 and the current statewide average of \$4.8178. For the past three consecutive years, the City has reduced its millage rate.

The increase in its millage is primarily for adjusting its Public Safety employee's salaries. The millage increase is necessary so that the City can be competitive and continue to recruit and retain Police and Fire personnel.

Mr. Forbes reported that the staff and City Council held five workshops to discuss all facets of the budget.

**Roll call vote:** Ayes - Buck, Thomason, Vogelsang, and Mayor Latham  
Nays – Doherty, Wilson  
Motion carried by a 4-2 vote.

**TENTATIVE OPERATING BUDGET – FY 2017-2018**

**Motion:** It was moved by Ms. Wilson, seconded by Mr. Doherty, to adopt the Tentative Operating Budget for Fiscal Year 2017-2018 of \$164,505,457.

**Discussion:** There was no discussion by staff or the Council.

**Roll call vote:** Ayes –Thomason, Vogelsang, Wilson, Buck, and Mayor Latham  
Nays – Doherty  
Motion carried by a 5-1 vote.

**ADJOURNMENT**

There being no further business coming before the Council, Mayor Latham adjourned the meeting at 6:10 P.M.

Submitted by: Laurie Scott  
City Clerk

Approval:

\_\_\_\_\_  
William C. Latham, Mayor

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

**Minutes of Regular City Council Meeting  
held Tuesday, September 5, 2017, at 7:00 P.M.  
in the Council Chambers, 11 North 3<sup>rd</sup> Street,  
Jacksonville Beach, Florida**



**OPENING CEREMONIES:**

Council Member Buck gave the invocation, followed by the salute to the flag.

**CALL TO ORDER:**

Mayor Latham called the meeting to order at 7:00 P.M.

**ROLL CALL**

Mayor: William C. Latham

Council Members: Lee Buck Keith Doherty Christine Hoffman  
Bruce Thomason Phil Vogelsang Jeanell Wilson

Also present were City Manager George Forbes, Deputy City Manager Trish Roberts, Director of Public Works Ty Edwards, Chief of Police Patrick Dooley, Director of Finance Karen Nelson, Human Resources Director Ann Meuse, City Clerk Laurie Scott, and Staff Assistant Mandy Murnane.

**APPROVAL OF MINUTES**

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

- City Council Budget Workshop Held August 14, 2017
- City Council Budget Workshop Held August 15, 2017
- Regular City Council Meeting held on August 21, 2017

**ANNOUNCEMENTS**

**COURTESY OF THE FLOOR TO VISITORS**

- Sonja Fitch, 1425 9<sup>th</sup> Street South, Jacksonville Beach, spoke about her experiences regarding her 3D political art posted on the fence around her property.

**MAYOR AND CITY COUNCIL**

**Item #17-152, Presentation of Proclamation of Esteem to Bishop Percy Golden**

Because of his support to the Beaches Habitat for Humanity and his ecclesiastic dedication to our city; in particular, as the Chaplain of both the Jacksonville Fire Rescue Department and Local 122 Union, Mayor Latham presented Bishop Percy Golden with a Proclamation of Esteem.

**CITY CLERK**

**CITY MANAGER**

- (a) **Item #17-153, Approve the Purchase of a Comprehensive New Video Monitoring and Recording System for the Downtown and South Beach Redevelopment Districts**

**Motion:** It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve the Purchase of a Comprehensive New Video Monitoring and Recording System for the Downtown and South Beach Redevelopment Districts.

**Discussion:** Mr. Forbes explained the comprehensive video system being recommended would contain 59 cameras comprised of forty-four 5-megapixels, high definition analytic dome cameras with infrared and fifteen other cameras at various locations throughout the City.

Chief of Police Patrick Dooley, reviewed the technical features of the video monitoring system and the benefits the equipment would bring to the city.

Preston Bullen, a representative of Siemens Industry, Inc., was present to answer any questions regarding the video monitoring and recording system.

**Roll call vote:** Ayes - Buck, Doherty, Hoffman, Thomason, Vogelsang, Wilson, and Mayor Latham.  
The motion carried.

- (b) **Item #17-155, Approve the Purchase of Ammunition for the Police Department Totaling \$32,962.40 from Florida Bullet/Vista Outdoor**

**Motion:** It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve the purchase of ammunition for the Police Department totaling \$32,962.40 from Florida Bullet/Vista Outdoor who is the sole factory authorized law enforcement distributor for Federal Premium Law Enforcement Ammunition in the State of Florida.

**Discussion:** Mr. Forbes reported that, in previous years, the Police Department experienced issues with ammunition purchased from the state contract. Some of these issues were related to quality control. After switching to Federal Premium Law Enforcement Ammunition, the department has not observed any quality control issues nor had any noted ammunition failures.

Mayor Latham requested a roll call vote as there was no further discussion.

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

Mayor Latham called upon Ms. Jeanell Wilson to act as Mayor Pro Tem while on a conference call regarding Hurricane Irma.

(c) **Item #17-154, Approve a Draw from the Federal Equitable Sharing Fund of \$51,605 to Purchase a Comprehensive New Video Monitoring and Recording System and a Five Year Service Agreement for the Police Department**

**Motion:** It was moved by Ms. Hoffman and seconded by Mr. Doherty, to approve a draw from the Federal Equitable Sharing Fund of \$51,605 to purchase a comprehensive new video monitoring and recording system for the Police Department, as detailed in the memo from Chief of Police Patrick Dooley dated August 27, 2017.

**Discussion:** No discussion by the Council, Mayor Pro Tem Wilson called for a roll call vote.

**Roll call vote:** Ayes – Hoffman, Thomason, Vogelsang, Wilson, Buck, and Doherty  
The motion carried.

(d) **Item #17-156, Approve Contracts [for employee health, dental, life, and vision] Effective January 1, 2018, with:**

- **Florida Blue for Medical Insurance**
- **MetLife for Dental Insurance**
- **SunLife for Life Insurance**
- **Advantica for Voluntary Vision Insurance**

**Motion:** It was moved by Ms. Hoffman and seconded by Mr. Doherty, to approve contracts with Florida Blue, MetLife, Sunlife, and Advantica for employee health, dental, life, and vision, and authorize the City Manager to extend the contract with Abentras, the City's insurance agent/broker and employee benefit administrator, through October 1, 2020.

**Discussion:** Mr. Forbes reported Abentras has provided exceptional service to the City and has enabled the City to contain annual insurance costs at rates well below industry standards, as evidenced by this year's increase of 1.46%. Given the uncertainty in the health insurance market place and status of the Affordable Care Act, the City is recommending that the City Council authorize the City Manager to extend the Abentras contract for an additional two years to October 1, 2020.

**Roll call vote:** Ayes – Thomason, Vogelsang, Wilson, Buck, Doherty, and Hoffman.  
The motion carried.

- (e) **Item #17-157, Award Unit Price Bid 1617-07, titled “Hopson Road Area Water & Sewer Infrastructure Improvements Project,” to the lowest bidder, Baker Klein Engineering, PL.**

**Motion:** It was moved by Ms. Hoffman and seconded by Mr. Doherty, to award Unit Price Bid #1617-07, titled “Hopson Road Area Water and Sewer Infrastructure Improvements Project” to the lowest bidder, Baker Klein Engineering, P.L.

**Discussion:** Mr. Forbes explained the objectives of this project are to upgrade the City’s fire protection capability to the Hopson Road area and extend the City’s water and sanitary sewer systems to serve the properties along the private extension of Hopson Road which are adjacent to the Intracoastal Waterway. *This bid award is contingent on the adoption of Special Assessment Ordinance No. 2017-8094.*

Mr. Ty Edwards presented an overview of the Hopson Road Program. Also, he reported that two property owners had given the City easements for the installation of perpetual utility easements. The easements are contingent upon this project being awarded and issuing the contractors a notice to proceed, and also upon having the work completed by the end of March.

**Roll call vote:** Ayes – Vogelsang, Wilson, Buck, Doherty, Hoffman, and Thomason.  
The motion carried.

## **RESOLUTIONS:**

- (a) **Item #17-158, RESOLUTION NO. 1981-2017**

Mayor Pro Tem Wilson requested that the City Clerk read Resolution No. 1981-2017, by title only, whereupon Ms. Scott read the following:

**“A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, ESTABLISHING FEES FOR SPECIAL EVENTS.”**

**Motion:** It was moved by Ms. Hoffman and seconded by Mr. Doherty, to adopt Resolution 1981-2017, establishing fees for special events and making the Resolution effective for events taking place after January 1, 2018.

**Discussion:** Mr. Forbes reported the Resolution allows for increases in the Special Event fees, charges, and deposits. These charges help offset the cost of facilities maintenance, insurance and the cost of downtown services such as public safety and public works. The fees were last adjusted in 2013.

Mr. Forbes requested to make the following changes due to scrivener's errors:

- Page 6, 'Cancellation,' Section 'b,' to be read as follows:  
"b. If the job is cancelled less than twenty-four (24) hours before the time period, each officer must be paid a three (3) hour minimum."
- Attachment B – Facility Rental Area; Area C [parking lot] exception to include Oktoberfest.

**Roll call vote:** Ayes – Wilson, Buck, Hoffman, and Thomason.

Mr. Doherty abstained from the vote due to his local business. [Form 8b on file]

Mr. Vogelsang abstained from the vote as he is a partner in an LLC with a special events producer. [Form 8b to be filed.]

The motion carried.

**(b) Item #17-159, RESOLUTION NO. 1993-2017**

Mayor Pro Tem Wilson requested that the City Clerk read Resolution No. 1993-2017, by title only, whereupon Ms. Scott read the following:

**“A RESOLUTION REQUESTING THAT CANDIDATES FOR OFFICE AND COMMITTEES/PACS IN THE CITY OF JACKSONVILLE BEACH BE ALLOWED TO USE THE SUPERVISOR OF ELECTIONS' ONLINE ELECTRONIC CAMPAIGN FINANCIAL REPORTING SYSTEM; AND PROVIDING FOR AN EFFECTIVE DATE.”**

**Motion:** It was moved by Ms. Hoffman and seconded by Mr. Doherty, to adopt Resolution 1993-2017, requesting that candidates for office in the City of Jacksonville Beach and committees/PACs be allowed to use the Supervisor of Elections' online electronic filing system.

**Speaker:**

- Jon McGowan, 517 17<sup>th</sup> Avenue North, #401, Jacksonville Beach, stated his support for the Resolution.

**Discussion:** Mr. Doherty, Ms. Wilson, and Mr. Vogelsang stated their support for the agenda item.

**Roll call vote:** Ayes – Buck, Doherty, Hoffman, Thomason, Vogelsang, and Wilson.

The motion carried.

**ORDINANCES:**

(a) **Item #17-160, ORDINANCE NO. 2017-8094 (First Reading)**

Mayor Pro Tem Wilson requested that the City Clerk read Ordinance No. 2017-8094 (First Reading), by title only, whereupon Ms. Scott read the following:

**“AN ORDINANCE PROVIDING FOR THE CONSTRUCTION OF PUBLIC INFRASTRUCTURE IMPROVEMENTS TO INCLUDE, BUT NOT LIMITED TO, DRINKING WATER DISTRIBUTION LINES, SANITARY SEWER COLLECTION LINES, PROPERTY CONNECTIONS TO SAID LINES, ABANDONMENT OF PROPERTY SEPTIC TANKS, AND RELATED AND ASSOCIATED WORK ALONG THE PRIVATE ACCESS EXTENSION OF HOPSON ROAD IN THE CITY OF JACKSONVILLE BEACH, FLORIDA; PROVIDING FOR THE PAYMENT OF THE COST THEREOF BY THE IMPOSITION OF SPECIAL ASSESSMENTS TO BE LEVIED AND ASSESSED AGAINST THE PROPERTIES ABUTTING OR FRONTING UPON SUCH IMPROVEMENTS, IN PROPORTION TO THE BENEFITS BESTOWED UPON EACH PROPERTY ASSESSED; AND DESIGNATING A TIME FOR HEARING OBJECTIONS TO THE ENFORCEMENT THEREOF AND PROVIDING FOR OTHER MATTERS RELATING THERETO. (These are improvements along Hopson Road)”**

**Motion:** It was moved by Ms. Hoffman and seconded by Mr. Doherty, to adopt Ordinance 2017-8094 that authorizes the assessing of property owners for the extension of public water and sewer infrastructure improvements to serve the properties along the private access extension of Hopson Road.

**Discussion:** Mr. Forbes explained the eight (8) properties along the private access extension of Hopson Road are the last properties within the city limits that use a mix of both private wells for potable water and septic tanks with drain fields for sewage disposal. These properties are adjacent to the Intracoastal Waterway, an area that has a relatively high water table and is environmentally sensitive. Also, the Fire Department has identified the general Hopson Road area as being in need of an upgrade for fire protection. He also discussed the possibility of obtaining grant funding which would help to reduce the special assessment costs for property owners.

Mayor Latham returned to the City Council meeting.

The following attendees spoke *in favor* of the agenda item:

- John Horton, 28 Hopson Road, Jacksonville Beach
- Lynn Hileman, 22 Hopson Road, Jacksonville Beach

The following attendees spoke *in opposition* to the agenda item:

- Jimmy Cissell, 26 Hopson Road, Jacksonville Beach
- Spike Cissell, 14 Hopson Road, Jacksonville Beach
- Kathy Cole, 30 Hopson Road, Jacksonville Beach

After a discussion by Council Members and staff regarding the special assessments and payment options for the property owners, Mr. Vogelsang suggested the following items be considered:

- Have the City pick up the costs of abandoning the septic tanks and installing the water and sewer services to the four lots that have septic systems.
- Have the City guarantee the total expected grant monies, reducing the total amount the owner needs to pay out up front.
- Remove the 15% contingency from the assessment costs as these are anticipated costs, not yet determined.

Mr. Thomason, Ms. Hoffman, Mr. Buck, Mr. Doherty and the Mayor were all in support of Mr. Vogelsang's comments.

**Roll call vote:** Ayes - Doherty, Hoffman, Thomason, Vogelsang, Buck, and Mayor Latham.  
Nays - Wilson  
The motion carried.

**(b) Item #17-161, ORDINANCE NO. 2017-8095 (Second Reading)**

Mayor Latham requested that the City Clerk read Ordinance No. 2017-8095 (Second Reading), by title only, whereupon Ms. Scott read the following:

**“AN ORDINANCE TO AMEND AN ORDINANCE ENACTING AND ESTABLISHING A COMPREHENSIVE LAND DEVELOPMENT REGULATION AND OFFICIAL ZONING MAP FOR THE INCORPORATED AREA OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AS AUTHORIZED BY CHAPTER 163.3202, FLORIDA STATUTES, BY AMENDING DIVISION 2. SUPPLEMENTAL STANDARDS, SECTION 34-407 *OUTDOOR RESTAURANTS AND BARS* OF ARTICLE VIII. SITE DEVELOPMENT STANDARDS TO MODIFY THE LIMITATIONS AND CONDITIONS FOR OUTDOOR RESTAURANTS AND BARS; TO REPEAL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND FOR OTHER PURPOSES.”**

**Motion:** It was moved by Ms. Wilson and seconded by Ms. Hoffman, to adopt Ordinance 2017-8095 to amend Land Development Code Section 34-407, to revise the regulations for outdoor restaurants and bars.

**Discussion:** Mr. Forbes addressed the changes the Ordinance would implement:

- Allow for the maximum area of outdoor customer service areas of restaurants or bars to not exceed 25% of the total enclosed area of the related restaurant or bar.
- Acknowledges the “Dogs in Outdoor Dining Area” permit process, administered by the City Clerk’s office.
- Eliminated the prohibition of the outdoor amplified sound and music in light of the City Council’s recent approval of a “Low Volume Outdoor Sound and Acoustic Sound” program for restaurants and bars with outdoor areas.

**Speaker:**

- Jim Sorrell, 1410 Pinewood Road, Jacksonville Beach, requested the term ‘multi-use’ be better defined to aid in the universal understanding of the Ordinance.

**Roll call vote:** Ayes – Hoffman, Thomason, Vogelsang, Buck, and Mayor Latham.  
Nays – Wilson  
Mr. Doherty abstained from the vote due to his local business.[Form 8b on file]  
The motion carried.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 9:10 P.M.

Submitted by: Laurie Scott  
City Clerk

Approval:

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

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

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME CONERTH - KEITH - KEVIN	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE JAY BISH, AT-LARGE, SEAT 3
MAILING ADDRESS 927 4TH AVE NORTH	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY      COUNTY JAY BEACH      OGNAL	NAME OF POLITICAL SUBDIVISION: AT-LARGE SEAT 3
DATE ON WHICH VOTE OCCURRED SEPTEMBER 5, 2017	MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, KELITA DHEEDY, hereby disclose that on SEPT. 5TH, 20 17:

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_;
- inured to the special gain or loss of my relative, SISTER \_\_\_\_\_;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

AS THE ISSUE DEALS WITH  
BAR / RESTAURANTS THIS IS  
IN DIRECT CONFLICT WITH  
MY PLACE OF EMPLOYMENT  
WHICH IS A BAR / RESTAURANT.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

09/06/17  
Date Filed

[Signature]  
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <b>DOHERTY - KEITH - KEVIN</b>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <b>CITY COUNCIL, AT LARGE, SEAT 3</b>
MAILING ADDRESS <b>914 4TH AVE NORTH</b>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY      COUNTY <b>DOX SEAT 1</b> <b>DADE.</b>	NAME OF POLITICAL SUBDIVISION: <b>AT LARGE SEAT 3</b>
DATE ON WHICH VOTE OCCURRED <b>SEPTEMBER 5<sup>th</sup>, 2017</b>	MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, KEITH COHEN, hereby disclose that on SEPT. 5TH, 20 17.

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_;
- inured to the special gain or loss of my relative, \_\_\_\_\_;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

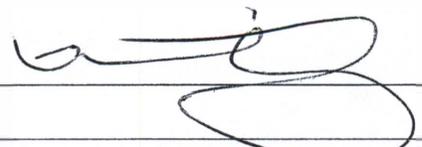
(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I WAS A PROMOTER OF SPECIAL EVENTS IN THE PAST AND ALSO HAVE HAD A COMPLAINT FILED BY A MEMBER OF THE PUBLIC WHO HAS CLAIMED (UNPROVED) & INCORRECTLY THAT THERE HAS BEEN A POTENTIAL ETHICAL VIOLATION. I URGE ON THE SIDE OF CAUTION BY ABSTAINING.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

09/05/17

Date Filed



Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

City of

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

**MEMORANDUM**

TO: George D. Forbes, City Manager  
FROM: Karen Nelson, Chief Financial Officer  
SUBJECT: Monthly Financial Reports for August 2017  
DATE: September 6, 2017

**Action Requested**

Accept the monthly financial reports for the month of August 2017.

**Background**

The monthly financial reports for August 2017 are provided for your information and review. These reports can be found in the "Reports and Information" portion of this agenda.

**Recommendation**

Accept the financial reports for the month of August 2017, as submitted by the Chief Financial Officer.



# JACKSONVILLE BEACH

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 Law Enforcement Trust Fund for Crime Prevention Programs and Continued Funding for Part-time Police Volunteer Coordinator.

Date: September 8, 2017

## **ACTIONS REQUESTED**

Approve a draw from the Law Enforcement Trust Fund for the following:

1. Equipment and related expenses for ongoing crime prevention and community relations programs; and
2. Continue funding the part-time police volunteer coordinator for the Citizen Police Academy Alumni Association and Citizens On Patrol volunteers.

## **BACKGROUND**

### **ACTION 1**

The police department has numerous crime prevention and community relation programs scheduled during FY17-18, as follows:

- Citizen Police Academy, Class 40 and 41;
- Youth Police Academy, Class 15;
- Citizen On Patrol Certification Class;
- Citizen Police Academy Alumni Association Banquet;
- National Night Out;
- Kids Halloween Party;
- Kids Christmas Party; and
- Kids Fishing Rodeo.

The foregoing programs can be presented at a cost of **\$20,360**. This amount includes materials associated with the programs.

## **ACTION 2**

Since April 2007, the City Council has approved annual draws from the Law Enforcement Trust Fund for the position of **part-time police volunteer coordinator**. The position was created to assume some of the extra workload brought about as a result of the growing membership and volunteer activities of the Citizen Police Academy Alumni Association and Citizens On Patrol program.

William (Bill) Ostrowski, a graduate of the Citizen Police Academy (CPA) and member of the CPA Alumni Association, was hired for the position. His day-to-day duties include oversight and scheduling of the Citizens on Patrol volunteer program as well as assisting with Citizen Police Academy classes and Alumni Association activities. Those volunteers provide more than **13,225 hours of service** annually to the police department and other city departments.

Based upon Police Volunteer Coordinator Ostrowski's hourly rate of **\$15.94**, and factoring in scheduled pay increases, the cost to continue funding the part-time position for the period October 1, 2017 - Sept 30, 2018, is approximately **\$16,400**.

The recommended expenditures meet statutory requirements for the use of seizure funds.

## **RECOMMENDATION**

Approve a draw of **\$36,760** from the Law Enforcement Trust Fund to expend as described in a September 8, 2017, memorandum from the Police Chief entitled, "Draw from Law Enforcement Trust Fund for Crime Prevention Programs and Continued Funding for Part-time Police Volunteer Coordinator."



# JACKSONVILLE BEACH

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To: George D. Forbes, City Manager

From: Patrick K. Dooley, Chief of Police

Subject: Draw from the Federal Equitable Sharing Fund for Police Officer Overtime for instructing Crime Prevention and Community Relation Programs.

Date: September 8, 2017

## **ACTIONS REQUESTED**

Approve a draw from the Federal Equitable Sharing Fund for police officer overtime expenses for crime prevention and community relations programs.

## **BACKGROUND**

The police department has numerous crime prevention and community relation programs scheduled during FY17-18, as follows:

- Citizen Police Academy, Class 40 and 41;
- Youth Police Academy, Class 15;
- Citizen On Patrol Certification Class;
- Citizen Police Academy Alumni Association Banquet;
- National Night Out;
- Kids Halloween Party;
- Kids Christmas Party; and
- Kids Fishing Rodeo.

The foregoing programs can be presented at a cost of **\$18,350**. This amount includes only police officer overtime costs associated with the programs.

The recommended expenditures meet statutory requirements for the use of these funds.

## **RECOMMENDATION**

Approve a draw of **\$18,350** from the Federal Equitable Sharing Fund to expend as described in a memorandum from Police Chief Patrick K. Dooley entitled, "Draw from Federal Equitable Sharing Fund for Police Officer Overtime for Crime Prevention and Community Relation Programs," dated September 8, 2017.



City of

Jacksonville Beach

Property and

Procurement Division

1460A Shetter Avenue

Jacksonville Beach

FL 32250

Phone: 904.247.6229

Email: [purchasing@jaxbchfl.net](mailto:purchasing@jaxbchfl.net)

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

To: George Forbes, City Manager

Date: September 6, 2017

From: Luis F. Flores, Property and Procurement Officer

RE: **Bid No. 1617-13 Unleaded Gasoline and Diesel Fuel**

**ACTION REQUESTED:**

Award Bid No. 1617-13 Unleaded Gasoline & Diesel Fuel to the lowest qualified bidder, ***James River Solutions***.

**BACKGROUND:**

The City purchases approximately 132,000 gallons of unleaded gasoline and approximately 28,000 gallons of diesel fuel, annually. Purchases are based on fixed price factors depending on the fuel category. The City is seeking a twelve-month agreement with the option to renew for two additional years at the same pricing, terms and conditions.

To accommodate fuel price volatility, bid specifications required bulk fuel suppliers to provide pricing based on a "mark-up" or a "mark-down" of the price per gallon for the Port of Jacksonville, as published in the Pad 1 Report published by the Data Transmission Network (DTN FastRacks Averages). The City's cost-per-gallon would therefore be the DTN rate for the Port of Jacksonville on the day of fuel delivery, plus or minus the supplier's submitted mark up or mark down for unleaded gasoline and diesel fuel, respectively.

Fuel is ordered on an "as needed" basis and is usually delivered within twenty-four hours. In the event the low bidder cannot meet the delivery schedule or the City's demand, the next qualified low bidder will be used.

In June, the Property and Procurement Division mailed bid invitations to nineteen bulk fuel suppliers and received eight responses. James River Solutions was the lowest qualified bidder for unleaded gasoline and the lowest qualified bidder for diesel fuel.

A summary of the bid tabulation sheet is below:



**Item 1: Unleaded Gasoline**

Rank	Bidder Name	Mark up "+" down "- "	Bid Amount	2nd year Firm Price	3rd year Firm Price
1	James River Solutions	-	\$0.0100	Yes	Yes
2	Gate Fuel Service	-	\$0.0017	Yes	Yes
3	Pro Energy, LLC	+	\$0.0025	Yes	Yes
4	LV Hiers, Inc.	+	\$0.0125	Yes	Yes
5	Petroleum Traders Corp	+	\$0.0203	Yes	Yes
6	First Coast Biofuels	+	\$0.0789	Yes	Yes
7	Sun Coast Resources, Inc.	+	\$0.0850	No	No
8	Darden Petroleum & Energy Solutions	+	\$0.1115	Yes	Yes

**Item 2: Diesel Fuel delivered to O & M Facility**

Rank	Bidder Name	Mark up "+" down "- "	Bid Amount	2nd year Firm Price	3rd year Firm Price
1	James River Solutions	+	\$0.0250	Yes	Yes
2	Petroleum Traders Corp	+	\$0.0676	Yes	Yes
3	LV Hiers, Inc.	+	\$0.0875	Yes	Yes
4	Sun Coast Resources, Inc.	+	\$0.0990	No	No
5	First Coast Biofuels	+	\$0.1239	Yes	Yes
6	Gate Fuel Service	+	\$0.1280	Yes	Yes
7	Darden Petroleum & Energy Solutions	+	\$0.3000	Yes	Yes
	Pro Energy, LLC		no bid		

**Item 3: Diesel Fuel delivered to various locations**

Rank	Bidder Name	Mark up "+" down "- "	Bid Amount	2nd year Firm Price	3rd year Firm Price
1	First Coast Biofuels	+	\$0.1629	Yes	Yes
2	James River Solutions	+	\$0.1850	Yes	Yes
3	Gate Fuel Service	+	\$0.2283	Yes	Yes
4	LV Hiers, Inc.	+	\$0.2800	Yes	Yes
5	Darden Petroleum & Energy Solutions	+	\$0.3000	Yes	Yes
	Petroleum Traders Corp		no bid		
	Pro Energy, LLC		no bid		
	Sun Coast Resources, Inc.		no bid		

James River Solutions (JRS) is the incumbent vendor and provided the same pricing for all three items, as previously awarded under City of Jacksonville Beach Bid #1314-08. JRS is the lowest, responsive bidder on two of the three bid items,

gasoline and diesel fuel delivered to the central location at the O&M facility. The price differential for the 3<sup>rd</sup> bid item, diesel delivered to various locations in the City, primarily for generators, lift stations, etc., is a \$0.0221 cost difference (mark-up) per gallon. For operational efficiency, it's in the City's best interest to award all three (3) bid items to one vendor, James River Solutions.

**RECOMMENDATION:**

Award Bid Number 1617-13 for the supply of Unleaded Gasoline and Diesel Fuel to **James River Solutions** as described in the memorandum from the Property and Procurement Officer dated September 6, 2017.

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## MEMORANDUM

TO: George D. Forbes, City Manager

FROM: Ann Meuse, Human Resources Director

SUBJECT: Resolution Number 1994-2017, Amending the Classification and Pay Plan, Effective September 18, 2017

DATE: September 13, 2017

### ACTION REQUESTED

Adopt Resolution Number 1994-2017, amending the Classification and Pay Plan for Managerial, Professional, Administrative and Unclassified (Nonunion) positions, effective September 18, 2017. This will change the job title of the Purchasing Administrator, eliminate the Property Management Superintendent position, and change the pay grade for the Property and Procurement Officer.

### BACKGROUND

The City's storeroom division currently operates under the direction of Beaches Energy Services and is supervised by the Electric Utility Superintendent. The City's storeroom division is comprised of three employees: the Chief Storekeeper, the Storekeeper, and the Buyer. The division is responsible for ordering, receiving, storing and distribution of stock equipment and supplies. The division performs critical functions such as inventory control, asset management, record keeping, invoice processing and management of surplus property. The division works directly and interacts daily with the staff of the Property and Procurement Office and is geographically located adjacent to them.

We recommend placing the storeroom division under the supervision of the Property and Procurement Officer. These activities are more appropriately aligned with the property and procurement function. Consolidation of these functions will provide additional internal controls regarding inventory and asset management and provide direct oversight of storeroom activities and supervision of storeroom staff. It will also allow for cross training among staff, which will reduce lost productivity due to employee absences and allow faster response time for services.

Currently the City's Property and Procurement Officer is responsible for overseeing procurement activities, building maintenance, leased facilities and contract



Pay Plan Amendment

September 13, 2017

Page 2 of 2

management. The City requested Cody and Associates, the City's pay plan consultants, review the classification of the Property and Procurement Officer position with the added responsibility of the storeroom division. Cody and Associates performed their review and is recommending that the Property and Procurement Officer be reclassified from Pay Grade 130 to Pay Grade 134.

We recommend the following changes to the Classification and Pay Plan:

- Remove the Property Management Superintendent position from the plan. This is not currently an authorized or budgeted position.
- Change the title of the Purchasing Administrator to Procurement Administrator to be consistent with the division title and industry standards.
- Reclassify the Property and Procurement Officer from Pay Grade 130 to Pay Grade 134 to compensate for the additional responsibilities, including employee supervision, associated with the storeroom division.

#### RECOMMENDATION

Adopt Resolution Number 1994-2017, amending the Classification and Pay Plan for Managerial, Professional, Administrative and Unclassified (Nonunion) positions, effective September 18, 2017. This will change the job title of the Purchasing Administrator, eliminate the Property Management Superintendent position, and change the pay grade for the Property and Procurement Officer.

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

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

**RESOLUTION NO. 1994-2017**

**A RESOLUTION AMENDING THE CITY OF JACKSONVILLE BEACH POSITION CLASSIFICATION AND PAY PLAN FOR MANAGERIAL, PROFESSIONAL, ADMINISTRATIVE AND UNCLASSIFIED (NON-UNION) POSITIONS, EFFECTIVE SEPTEMBER 18, 2017.**

**WHEREAS**, the City Council has adopted a Classification and Pay Plan which establishes job classifications and salary ranges for each position that are competitive with similar positions in the labor market, and

**WHEREAS**, it periodically becomes necessary to update the Classification and Pay Plan to ensure positions are properly classified and compensated in accordance with skill levels, job duties and supervisory responsibility.

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

**SECTION 1.** The City amends the Classification and Pay Plan for Managerial, Professional, Administrative and Unclassified (Nonunion) Positions attached hereto as *Attachment A*, dated September 18, 2017 which: 1) removes the Property Management Superintendent position, 2) changes the job title of the Purchasing Administrator to the Procurement Administrator and 3) changes the pay grade for the Property and Procurement Officer.

**SECTION 2.** The City Manager is hereby authorized to implement the amended pay plan and take any action necessary to carry out implementation not in conflict with any other laws or ordinances.

**SECTION 3.** This Resolution shall become effective immediately upon its adoption.

**AUTHENTICATED** this \_\_\_ day of \_\_\_\_\_, 2017.

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

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

**Attachment A**

**CITY OF JACKSONVILLE BEACH  
POSITION CLASSIFICATION AND PAY PLAN**



**Classification and Pay Plan**

**For**

**Managerial, Professional, Administrative and Unclassified  
(Nonunion)**

**Effective October 1, 2016  
Amended February 6, 2017  
Amended May 1, 2017  
Amended September 18, 2017**

**SECTION II**  
**CLASSIFICATIONS AND PAY GRADES –By Classification**

CLASSIFICATION	POSITION TITLE	GRADE
Department Director	* Chief Financial Officer	138
	* Deputy City Manager	141
	* Director of Beaches Energy Services	141
	* Director of Human Resources	135
	* Director of Parks and Recreation	135
	* Director of Planning and Development	135
	* Director of Public Works	138
	* Fire Chief	137
	* Police Chief	138
Administrative, Fiscal & Related	* Accountant	126
	* Accounting Supervisor	130
	Administrative Assistant	120
	Assistant City Clerk	121
	* Assistant Customer Service Supervisor	125
	* Assistant Finance/Budget Officer	134
	* Assistant to the City Manager	123
	* Associate Business Analyst	126
	Building Maintenance Supervisor	122
	* Building Official	132
	* Business Analyst	131
	* Business Relations/Conservation Coordinator	122
	Chief Storekeeper	119
	* City Clerk	129
	Clerical Assistant	114
	* Customer Service Supervisor	129
	Database Administrator	126
	* GIS Administrator	130
	Human Resources Generalist	124
	* Information Systems Supervisor	134
	* Internal Auditor	129
	* Network Engineer	130
	* Payroll/Benefits Administrator	130
	Payroll Specialist	120
	* Planning Official	132
	Project/Safety Coordinator	118
	* <del>Property Management Superintendent</del>	<del>125</del>
	* Property and Procurement Officer	<del>130</del> 134
	* <del>Purchasing Procurement</del> Administrator	128
	Staff Assistant	117
	* Senior Planner	129
	* System Administrator	129
	* System Administrator/Public Safety	129
	* Utilities Accountant/Analyst	125

\* Exempt from overtime under the Fair Labor Standards Act.

CLASSIFICATIONS AND PAY GRADES

By Grade

GRADE	POSITION TITLE
108	Golf Cart/Range Attendant
108	Golf Starter
108	Tennis Court Attendant
112	Golf Shop Attendant
112	Director of Golf Instruction
114	Clerical Assistant
114	Recreation Leader
115	Police Volunteer Coordinator
115	Recreation Program Assistant
117	Staff Assistant
117	* Facility Manager
118	Project/Safety Coordinator
119	Chief Storekeeper
120	Ocean Rescue Supervisor
119	Police Records Supervisor
120	Administrative Assistant
120	Payroll Specialist
121	Assistant City Clerk
122	Building Maintenance Supervisor
122	* Business Relations/Conservation Coordinator
122	Events Coordinator
122	Police Accreditation Manager
123	Recreation Supervisor
123	* Assistant to the City Manager
124	Human Resources Generalist
125	* Assistant Customer Service Supervisor
125	* <del>Property Management Superintendent</del>
125	* Utilities Accountant/Analyst
126	* Accountant
126	* Associate Business Analyst
126	Database Administrator
126	* Recreation Superintendent
126	* Golf Professional
126	Public Safety Communications Supervisor
127	* Golf Course Superintendent
127	* Golf Course/Parks Maintenance Superintendent
127	* Meter Services Supervisor
127	Utility Plant Maintenance Supervisor
128	* <del>Purchasing-Procurement</del> Administrator
129	* City Clerk
129	* Customer Service Supervisor
129	Electric Safety & Training Supervisor
129	* Internal Auditor

\* Exempt from overtime under the Fair Labor Standards Act.

CLASSIFICATIONS AND PAY GRADES  
By Grade

GRADE	POSITION TITLE
129	* Senior Planner
129	* System Administrator
129	* System Administrator/Public Safety
130	* Accounting Supervisor
130	* GIS Administrator
130	* Network Engineer
130	* Payroll/Benefits Administrator
<del>130</del> 134	* Property and Procurement Officer
131	* Business Analyst
131	* Distribution & Collection Superintendent
131	* Streets Superintendent
131	* Utility Plant Supervisor
132	* Building Official
132	* Construction & Maintenance Supervisor
132	* Planning Official
133	* Electrical Engineer
133	* Police Commander
134	* Assistant Finance/Budget Officer
134	* Electrical Engineer (Registered PE)
134	* Information Systems Supervisor
134	* System Operations Supervisor
135	* Director of Human Resources
135	* Director of Parks and Recreation
135	* Director of Planning and Development
135	* Public Works City Engineer
135	* Public Works Project Engineer
136	* Electrical Engineering Supervisor
136	* Electric Utilities Superintendent
137	* Fire Chief
138	* Director of Public Works
138	* Chief Financial Officer
138	* Police Chief
141	* Deputy City Manager
141	* Director of Beaches Energy Services
180	Police Officer Part Time
182	Police Sergeant (Non-Union)
404	* Fire Captain/Shift Commander
405	* Fire Captain/Fire Marshall
Unclassified	Beach Patrol Guard
Unclassified	Beach Patrol Lieutenant
Unclassified	School Crossing Guard

\* Exempt from overtime under the Fair Labor Standards Act.

September 14, 2017

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**TO:** George Forbes, City Manager  
**FROM:** Ty Edwards, Public Works  
**SUBJECT:** Special Assessment Ordinance 2017-8094 to extend City Water & Sewer Systems to Serve the Properties along the Private Access Extension of Hopson Road

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**ACTION REQUESTED:**

Adopt Ordinance 2017-8094 on its second reading. This ordinance authorizes assessing property owners for the extension of public water and sewer improvements to serve the properties along the private access extension of Hopson Road.

**BACKGROUND:**

The eight (8) properties along the private access extension of Hopson Road are the last properties within the city limits that use both private wells for potable water and septic tanks with drain fields for sewage disposal. These properties are adjacent to the Intracoastal Waterway, an area that has a relatively high water table and is environmentally sensitive. In addition, the Fire Department has identified the general Hopson Road area for an upgrade of fire protection.

The owner of the private access extension property has given the City an opportunity for a perpetual utilities easement through this property. Because of this unique opportunity, Public Works moved forward on design, permitting and competitively bidding a project, having the objectives to:

- 1) Upgrade the City's fire protection capability to the Hopson Road area, and
- 2) Install new public potable water service and sanitary sewer service systems to serve the properties along the private access extension of Hopson Road.

At its September 5, 2017 meeting, the Council awarded the project to the lowest bidder, contingent on the passing of the special assessment ordinance. On the same date, Council adopted Special Assessment Ordinance 2017-8094 on its first reading and asked staff to review several ideas for adjusting the costs to reduce the assessment on the properties.



Section 53 of the City Charter authorizes the City to recover the costs of the water and sewer systems improvements to each residential lot along the private access extension of Hopson Road through special assessment. General water, sewer and associated work will be assessed based on equally distributing the cost between the eight (8) lots or real estate parcels. The ordinance authorizes inclusion of all related and associated work and costs, as well as the construction costs.

Since these properties are to be assessed for the new public water service and sewer service systems, the staff recommends that the assessment ordinance include waiving the water and sewer installation charges and capital improvement charges that are typically due when each property owner sets up the new property water and sewer account with the City. These waived charges total \$2,525 for each of the currently existing real estate parcels. This will not apply to future subdividing of the real estate parcels. As suggested by Council Member Phil Vogelsang, the City is also picking up the costs of abandoning the septic tanks and installing the water and sewer services to the four lots that have septic systems.

The City Charter mandates a public hearing, which is to be advertised 30 days in advance. The assessment ordinance was advertised on August 18, 2017. Staff has scheduled the public hearing to coincide with final adoption of the ordinance at the September 18, 2017 City Council Meeting.

Owners of properties in this area of the private access extension of Hopson Road have been informed by letter about the scheduled dates where the City Council will consider this improvements project and the assessment ordinance.

Once the construction is complete in about 6 months (+/-), the final actual total costs will be tabulated and the Final Grand Total Cost recomputed. (This ordinance limits the Final Grand Total Cost to the smaller of the Actual Total Cost or the Maximum Grand Total Cost.) The Assessment will be recalculated and each property's special assessment placed into an Assessment Resolution for Council approval.

Subsequently, the property owners will be notified of the Council approved special assessments and payment options. One payment option consists of paying the City in 48 equal monthly installments with interest accruing at 8% per year. In addition, the entire unpaid assessment shall become due when a building permit application is submitted to develop or improve an assessed property or portion thereof.

Payments of special assessments and the cost-share grant reimbursements are to be returned to the Water and Sewer Fund, from which the construction project will be financed.

Based on Council direction at the September 5, 2017 Council meeting, we have **reduced the maximum assessment from \$41,207.09 to \$22,200.43** by subtracting the possible grant reimbursement, 15% contingency, and engineering work from the assessment costs as follows:

**ASSESSMENT REVIEW:**

Reduce Assess Costs by:	# of Lots	Current Max Assess	Amount	Recommend Max Assess
• <b>Grant Reimbursement<sup>1</sup></b>			(\$84,517.00)	
○ Associated Work <sup>2</sup> ( <i>enr., survey, etc.</i> )			(\$24,537.55)	
○ 15% Contingency <sup>1</sup>			(\$42,998.71)	
<b>TOTAL:</b>		\$329,656.76	(\$152,053.26)	\$177,603.50
	<i>Distributed Equally among the Lots</i>			
	<b>8</b>	\$41,207.09	(\$19,006.66)	<b>\$22,200.43</b>
• <b>Property W-S Connects<sup>1</sup></b>			(\$24,060.00)	
○ Associated Work <sup>2</sup> ( <i>enr., survey, etc.</i> )			(\$2,252.30)	
○ 15% Contingency <sup>1</sup>			(\$3,946.84)	
<b>TOTAL:</b>		\$30,259.14	(\$30,259.14)	\$0
	<i>Distributed Equally among the Lots</i>			
	<b>4</b>	\$7,564.79	(\$7,564.79)	<b>\$0</b>
<sup>1</sup> Recommended by City Council at the first reading of Ordinance 2017-9084 on September 5, 2017. <sup>2</sup> Recommended by City staff during adjustment review.				

**RECOMMENDATION:**

- Amend Ordinance Number 2017-8094 implementing the assessment cost reductions so that the equally distributed Maximum Assessment Cost for each lot shall be \$22,200.43.
- Adopt on its second and final reading Amended Ordinance Number 2017-8094, for the special assessment of properties benefiting from the City-financed water and sewer infrastructure improvements to be constructed along the private access extension of Hopson Road.

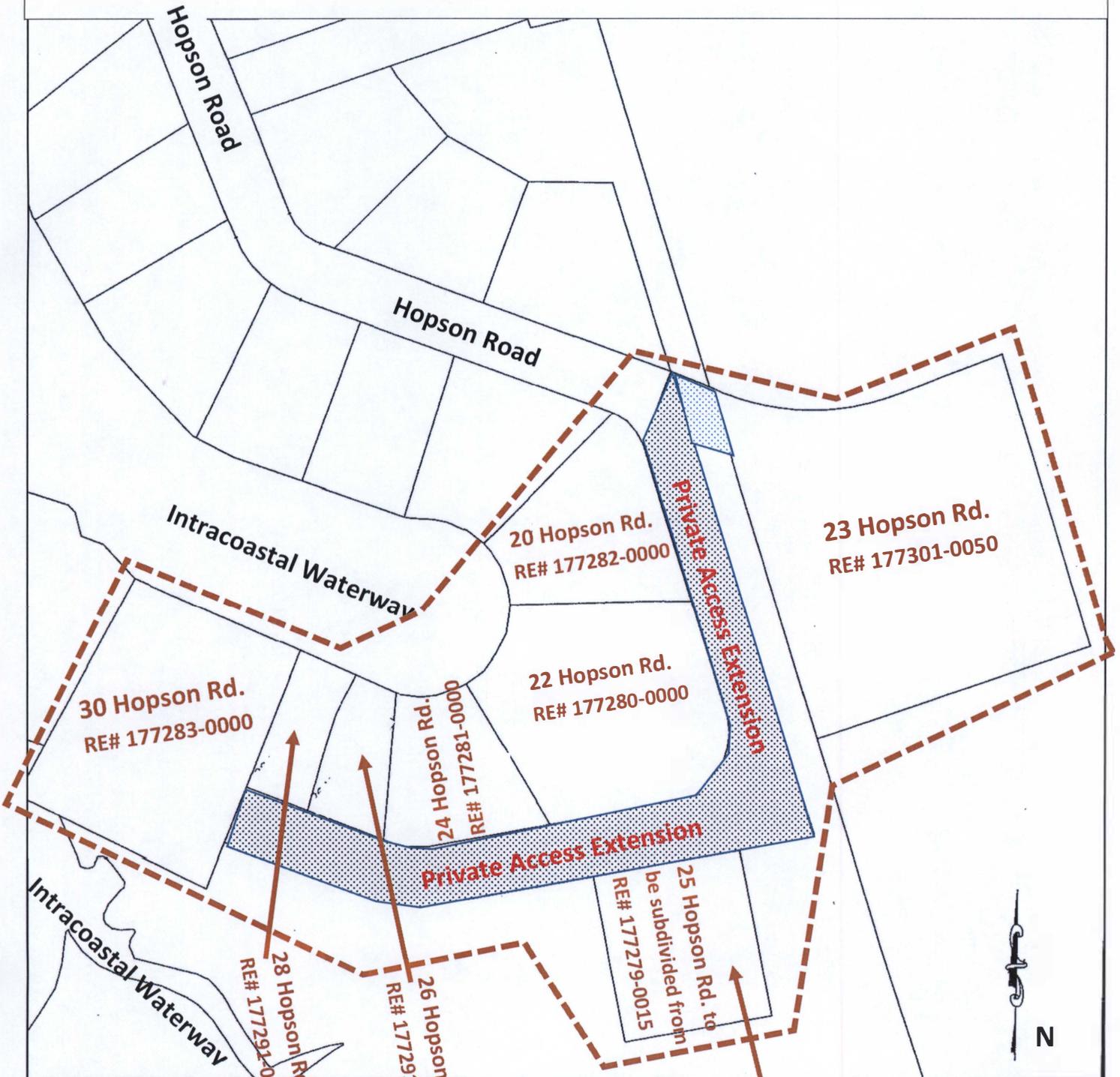
<b>ADJUSTED</b>		
<b>SUMMARY of MAXIMUM GRAND TOTAL COST</b>		
(to Extend Water and Sewer Infrastructure to all properties along the Private Extension of Hopson Road)		
<u>Construction Bid Work</u>	Per Cent of Total (rounded)	<u>Cost</u>
Construction Total:		\$449,186.50
New Public Water-Sewer Services Systems & Related Work to Private Access Extension Hopson Rd.	<u>Cost</u>	
<u>New Public Water Service System:</u>	\$25,582.50	
<u>New Public Sewer Service System:</u> (2/3 Portion)	\$152,021.00	
<b>• Construction Costs to Assess Properties:</b>		<b>\$177,603.50</b>
<b>Distributed equally</b> among the <b>8 properties</b> on the Private Access Extension of Hopson Rd.		
		<b>ASSESSMENT: \$22,200.43</b>
○ New Public Sewer Service System (1/3 Portion) (Grant Reimbursement)	\$84,517.00	
○ Property Water & Sewer Connections to Public Services, Abandon Septic Tanks and Related Work along Private Access Extension Hopson Rd.	\$24,060.00	
○ Fire Protection Upgrade to Hopson Rd. Area, including Private Access Extension Hopson Road	\$163,006.00	
<b>• Construction Costs to be Borne by the City:</b>		<b>\$271,583.00</b>
<u>Associated Work</u>	<u>Cost</u>	
Perpetual Utilities Easement / Survey (estimated)	\$11,000.00	
Engineering Design – Plans & Specs. (estimated)	\$22,459.33	
Permitting (actual)	\$1,852.00	
Construction Inspection & Engineering (estimated)	\$6,737.80	
Associated Work Total:		100 % \$42,049.13
<u>Contingency</u>	<u>Cost</u>	
Construction Bid Work 15% Contingency	\$67,377.98	
Associated Work 15% Contingency	\$6,307.35	
15% Contingency Total:		100 % \$73,685.33
<b>• Total Costs to be borne by the City:</b>		<b>\$387,317.46</b>



**Overview Map**  
**Assessment Area**  
**(along Private Access Extension Hopson Road)**

# Properties to be Assessed

along the Private Access Extension of Hopson Road  
Jacksonville Beach, FL



- Not to Scale
- Approximate locations of Properties

The existing larger parcel known as 0 Hopson Road, RE# 177279-0015, is to be subdivided and this portion is to be developed as one (1) residential lot.

## George Forbes

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**From:** Lee Buck <leebuck@watsonrealtycorp.com>  
**Sent:** Wednesday, September 13, 2017 11:26 AM  
**To:** City Manager's Office  
**Subject:** Hobson Road  
**Attachments:** winmail.dat

George, I will be out-of-town for the next meeting.

I believe the members of the City Council raised some legitimate questions at our City Council meeting September 5, 2017.

Personally with only a few left I want to get rid of all of the septic tanks in Jacksonville Beach and the bid we received was very competitive and cost savings for the homeowners.

- \* On most developments in our area the developer is responsible for the infrastructure.
- \* Avalon: We did charge the developers or homeowners for the cost of the water and sewer infrastructure including hook up didn't we?

This is a group of eight homeowners and owners of vacant lots.

- \* They have cost involved in their septic tanks with some new and some dated with potential discharge into the waterways. In the long run the new 8 " water lines and sewer will enhance the property values of the Hopson homeowners. The long term benefits of city, water, and sewer will be a plus for them.
- \* Councilman Doughty raised the question on how much the Church of Savior is paying for tap fees and infrastructure?
- \* Councilman Volelsang raised three excellent suggestions which should be given positive consideration.

I don't want to beat a dead horse but our transparency in this instance left a lot to be desired. In spite of the lack of transparency I believe the project should proceed. I will be out-of-town for the City Council meeting September 18, 2017 and am confident our City Council members will do their best to eliminate any and all cost possible for the eight properties on Hopson Road.

Please share this with my fellow cancel members.

Finally, I can't thank our Public works department for keeping the water and sewer system on throughout the storm and excellent communication from City Manager Forbes, Mayor Latham and Police Chief Dooley for their outstanding communication via email and TV as my wife and I sat in a motel room in Columbia, SC. When I arrived back in town early Tuesday morning the lights in Neptune and Jacksonville Beach were a welcome sight! I couldn't be more proud to be a member of the City Council and resident of Jacksonville Beach.

Lee Buck  
City Council, City of Jacksonville Beach, Seat 3

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**AMENDED ORDINANCE**

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

1st Reading \_\_\_\_\_

2nd Reading \_\_\_\_\_

**ORDINANCE NO. 2017-8094**

**AN ORDINANCE PROVIDING FOR THE CONSTRUCTION OF PUBLIC INFRASTRUCTURE IMPROVEMENTS TO INCLUDE, BUT NOT LIMITED TO, DRINKING WATER DISTRIBUTION LINES, SANITARY SEWER COLLECTION LINES, PROPERTY CONNECTIONS TO SAID LINES, ABANDONMENT OF PROPERTY SEPTIC TANKS, AND RELATED AND ASSOCIATED WORK ALONG THE PRIVATE ACCESS EXTENSION OF HOPSON ROAD IN THE CITY OF JACKSONVILLE BEACH, FLORIDA; PROVIDING FOR THE PAYMENT OF THE COST THEREOF BY THE IMPOSITION OF SPECIAL ASSESSMENTS TO BE LEVIED AND ASSESSED AGAINST THE PROPERTIES ABUTTING OR FRONTING UPON SUCH IMPROVEMENTS, IN PROPORTION TO THE BENEFITS BESTOWED UPON EACH PROPERTY ASSESSED; AND DESIGNATING A TIME FOR HEARING OBJECTIONS TO THE ENFORCEMENT THEREOF AND PROVIDING FOR OTHER MATTERS RELATING THERETO.**

**WHEREAS**, the officials of the City of Jacksonville Beach, are aware of the desire of various property owners for the extension of water and sewer infrastructure improvements to and throughout the private access extension of Hopson Road as shown on Exhibit "A", which improvements include, but are not limited to, drinking water distribution lines, sanitary sewer collection lines, property connections to these water and sewer lines, proper abandonment of property septic tanks, and associated work; and,

**WHEREAS**, the officials of the City of Jacksonville Beach, are aware that the properties along the private access extension of Hopson Road are the last properties within the city limits that use both private wells for potable water and septic tanks with drain fields for sewage disposal and that these properties are adjacent to the Intracoastal Waterway, an area that has a relatively high water table and is environmentally sensitive; and,

**WHEREAS**, the officials of the City of Jacksonville Beach, are aware that fire department officials have identified the general Hopson Road area, including the area of the private access extension, for upgrade of fire protection, which improvements include, but are not limited to, adding water mains to loop the water distribution system in a portion of the area, replacing some existing water mains with larger water mains, installing water mains along the private access extension, adding fire hydrants and associated work; and,

## AMENDED ORDINANCE

**WHEREAS**, the City Council is aware that the health, safety, order, convenience, comfort, prosperity and general welfare of the public require the construction of the improvements herein mentioned before further improvements to properties in this area should be permitted for development, and that the adoption of this special assessment ordinance is in the best interest of the public in general.

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

**SECTION 1.** It is hereby ascertained, determined and declared, that it is necessary, desirable, and advisable to accomplish all work necessary to the installation of water distribution lines and related and associated work to upgrade fire protection in the general area of Hopson Road, including the private access extension area of Hopson Road, and to accomplish all work necessary to the installation of water distribution lines, sanitary sewer collection lines, property connections to said lines, abandonment of property septic tanks, and related and associated work for the purpose of providing the properties along the private access extension of Hopson Road as shown on Exhibit "A" with new public potable water and sewer services. The City of Jacksonville Beach shall proceed with the construction of these public infrastructure improvements, all of which shall be constructed in accordance with at least minimum acceptable standards and as designed or referenced in the plans and specifications generally known as "Hopson Road Infrastructure Improvement Project" and as reasonably adjusted from time to time during installation. This determination is retroactive to all related and associated work started, accomplished and/or estimated prior to the consideration of this Ordinance by Council.

**SECTION 2.** The estimated total maximum cost of developing, designing, permitting, constructing and inspecting these water and sewer infrastructure improvements and completing the work contemplated hereunder is the sum of \$ 564,920.96; which consists of:

- ~~\$ 205,005.06~~ \$ 387,317.46 for work related and associated with upgrading the fire protection for the Hopson Road area, including the private access extension of Hopson Road, property connections to public water and sewer systems, proper abandonment of septic tanks, all project associated work (engineering, survey, etc.), the portion of the sewer work that is to be reimbursed by a grant, and all project contingencies, which shall be borne by the City; and,
- ~~\$ 329,656.76~~ \$ 177,603.50 for work related and associated with providing new public potable water service and sewer service systems to properties along the private access extension of Hopson Road, which shall be assessed to abutting properties benefitting therefrom; and,

## AMENDED ORDINANCE

- ~~• \$ 30,259.14 for work related and associated with providing property water line and sewer line connections to the new public potable water service and sewer service systems, and the proper abandonment of property septic tanks, to properties along the private access extension of Hopson Road, which shall be assessed to benefitting properties.~~

These improvements shall be financed and defrayed by a combination of City Water and Sewer funds, St Johns River Water Management District cost-share reimbursement grant funds not to exceed \$84,517 for sewer related work, and the imposition and collection of special assessments, to be levied and assessed against and upon all lots, lands, and property, exclusive of public owned property, to be specially benefited by the construction of said improvements, which are along the private access extension of Hopson Road as shown on Exhibit "A."

**SECTION 3.** It is hereby ascertained, determined, and declared that all lots, lands, and properties along the private access extension of Hopson Road as shown on Exhibit "A" fronting or abutting upon the improvements contemplated hereunder will be materially benefited to an extent that is estimated to be at least equal to, and most likely greater than, the estimated amount of the special assessment to be distributed and prorated among the said lots, lands, and property to be assessed.

To defray such portion of the cost of said improvements that will not be borne by the City, special assessments shall be approved, levied, and assessed, against and upon all lots, lands, and properties along the private access extension of Hopson Road as shown on Exhibit "A", exclusive of public-owned property, to be specially benefited by reason of the construction of said improvements, in an amount which shall, in no event, exceed the special benefit accruing to the property assessed by reason of such improvements work. These special assessments are to be and remain liens upon the lots, lands, and properties against which assessed until paid.

The unit or basis for distributing the special assessment to be so approved, levied, and assessed for new public potable water service and sewer service systems and associated work, shall be divided in equal proportions by each property fronting or abutting upon, and benefiting from, said improvements. The estimated amount of cost per lot or real estate parcel as special assessment to be approved, levied, and assessed against and upon such lots, lands, and properties along the private access extension of Hopson Road as shown on Exhibit "A" fronting or abutting upon, and benefiting from, said improvements is the following, to wit:  
the sum of ~~\$ 41,207.09.~~ \$ 22,200.43

~~The unit or basis for distributing the special assessment to be so approved, levied, and~~

## AMENDED ORDINANCE

~~assessed for property water line and sewer line connections to the new public potable water service and sewer service systems, and the proper abandonment of property septic tanks, shall be divided in equal proportions by each property directly benefiting from said improvements. The estimated amount of cost per lot or real estate parcel as special assessment to be approved, levied, and assessed against and upon such lots, lands, and properties along the private access extension of Hopson Road as shown on Exhibit "A" fronting or abutting upon, and benefiting from, said improvements is the following, to wit: \_\_\_\_\_ the sum of \$ 7,564.79.~~

Any such special assessment paid within thirty (30) days after the publication or posting of a resolution fixing such special assessment shall be accepted without interest. However, any such special assessment not paid within thirty (30) days after said publication or posting shall bear interest from the date of publication or posting at the rate of eight percent (8%) per year.

Such assessment including interest, shall be payable at the City Hall in forty-eight (48) monthly installments, beginning on the thirtieth (30th) day after the publication or posting of a resolution fixing such special assessment and continuing each thirty (30) days thereafter until the assessment and interest are fully paid.

If any such payment is not made within thirty (30) days after it is due, the entire unpaid assessment together with interest shall become due without notice at the option of the City. In event of default in payment, the City shall have a lien, superior to all claims except taxes, and shall collect such lien through foreclosure proceedings upon any property affected for the amounts of such special assessments, together with interest and all costs of collection including reasonable attorney's fees.

In addition, the entire unpaid assessment and interest shall become due when a building permit application is submitted to develop or improve an assessed property or portion thereof.

**SECTION 4.** Since all lots or real estate parcels along the private access extension of Hopson Road as shown on Exhibit "A" shall be specially assessed for these said improvements, it is hereby ascertained, determined, and declared that the water and sewer installation and capital improvement charges that are typically required when new property water and sewer accounts are established with the City of Jacksonville Beach shall be waived. This shall not apply to any future subdividing of said lots or real estate parcels.

**SECTION 5.** The City Council of the City of Jacksonville Beach shall meet on the 18<sup>th</sup> day of September, 2017, at the hour of 7:00 p.m. in the Council Chambers of the City Hall in Jacksonville Beach, Florida, to allow any owner of, or other person interested in, any property against which it is proposed to levy such special assessment as herein described, or which may

**AMENDED ORDINANCE**

be generally taxed for said work, to present to the City Council any objections which he or she may have to the enforcement of the requirements of the Ordinance. The City Council, if they deem just or right, may thereupon and thereafter revise, repeal, or amend this Ordinance in such manner as it may deem necessary to correct or equalize the assessment in proportion to the benefits to be bestowed upon the property assessed. No such amendment shall increase the amount to be specially assessed against the property, nor shall the assessment against any property be in excess of the special benefits accruing to said property by reason of such work. Any person, owning or interested in any property to be specially assessed or generally taxed as a result of the prosecution of said project under the provisions of this Ordinance, who shall not at such meeting present in writing to the City Council his objections to such Ordinance, shall be deemed to have consented to its provisions. Any person so presenting his objections to such Ordinance and not satisfied with the action thereon shall have the right, within thirty (30) days thereafter, to present, to any court of competent jurisdiction, against the enforcement of such Ordinance, which Court, upon proper cause shown, shall have the power to grant such injunction. Any person, not presenting his bill for injunction within thirty (30) days or failing to push to a successful conclusion with due diligence his application for an injunction, shall be deemed to have consented to the enforcement of the Ordinance and the levy and collection of such special assessment and taxes necessary in connection therewith and shall not thereafter be heard to defend against or question the validity of such special assessment or tax.

**SECTION 6.** This ordinance shall take effect upon its passage and publication as required by law.

**AUTHENTICATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, A.D., 2017.**

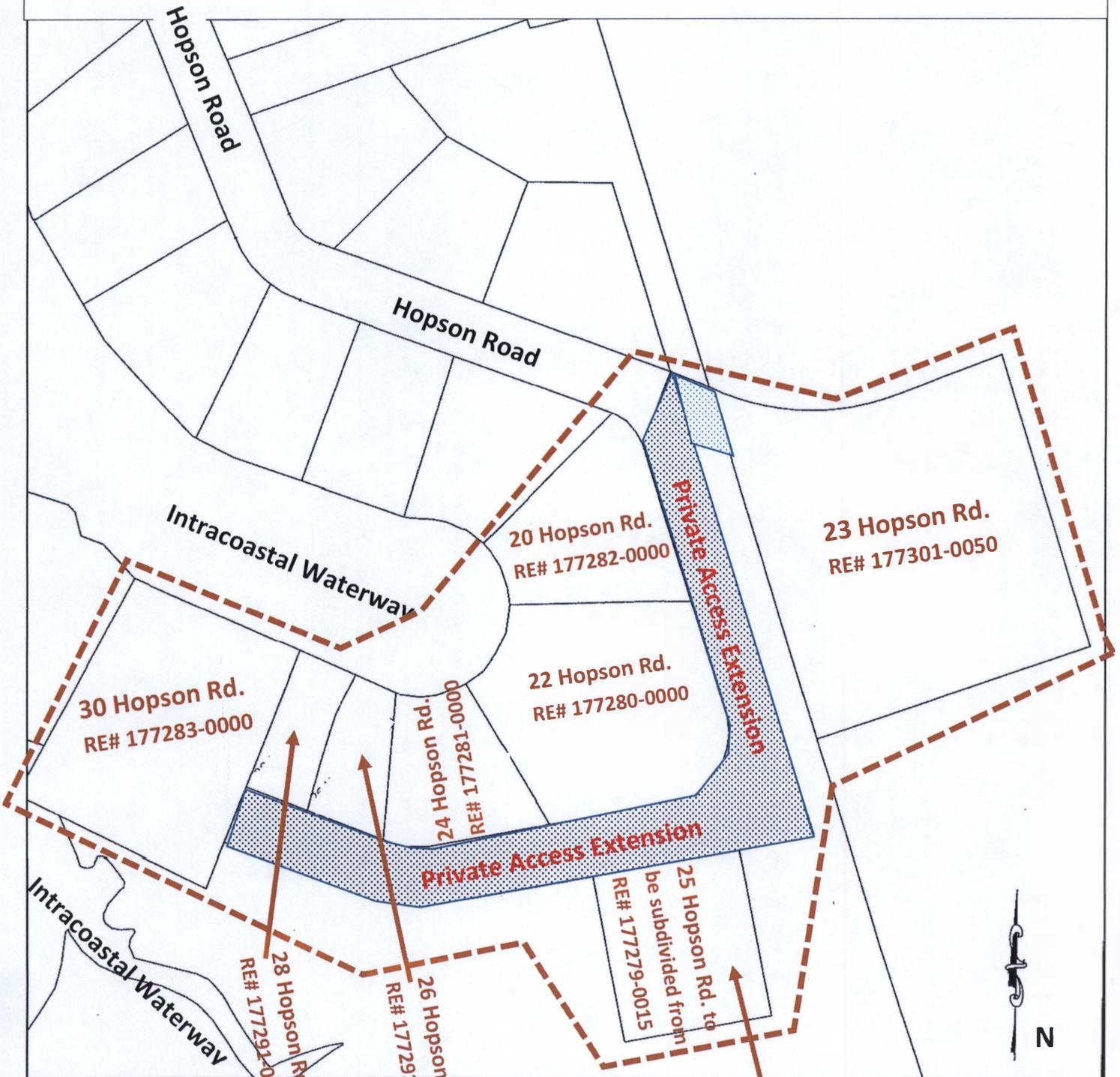
\_\_\_\_\_  
William C. Latham, MAYOR

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

# Exhibit "A"

## Properties to be Assessed

along the Private Access Extension of Hopson Road  
Jacksonville Beach, FL



- Not to Scale
- Approximate locations of Properties

The existing larger parcel known as 0 Hopson Road, RE# 177279-0015, is to be subdivided and this portion is to be developed as one (1) residential lot.