



City of Jacksonville Beach

11 North Third Street
Jacksonville Beach, Florida

Agenda City Council

Monday, November 5, 2018

7:00 PM

Council Chambers

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

- 18-200 Council Briefing held October 15, 2018
- 18-201 Regular Council Meeting held October 15, 2018
- 18-202 Special Council Meeting held October 17, 2018
- 18-203 Special Council Meeting held October 18, 2018
- 18-204 Special Council Meeting held October 26, 2018

ANNOUNCEMENTS

COURTESY OF THE FLOOR TO VISITORS

MAYOR AND CITY COUNCIL

CITY CLERK

CITY MANAGER

- 18-205** Approve the Contract for the City Manager
- 18-206** Authorize Agreement with JEA to Provide Water and Sewer Service for the Property at 4343 Ocean Course Drive and Surrounding Unimproved Properties
- 18-207** Award RFP No. 06-1718, "Oceanfront Cleaning - Continuous Services for 36 Months" to the Highest Ranked Respondent, *Beach Raker, LLC.*, and Authorize the City Manager to Extend the Contract for up to an Additional Three (3) Years for a Total Contract Length Not to Exceed Six (6) Years

RESOLUTIONS**ORDINANCES**

- 18-208** ORDINANCE NO. 2018-8112 (First Reading) (Public Hearing)

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 VARIOUS SECTIONS OF THE LAND DEVELOPMENT CODE, AND PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

- 18-209** ORDINANCE NO. 2018-8113 (First Reading) (Public Hearing)

AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA ADOPTING AMENDMENTS TO THE JACKSONVILLE BEACH 2030 COMPREHENSIVE PLAN FOR THE PURPOSE OF ADOPTING THE 10-YEAR WATER SUPPLY FACILITIES WORK PLAN, IN ORDER TO COMPLY WITH CHAPTER 163.3177(6)(C)3, FLORIDA STATUTES, AMENDING THE POTABLE WATER SUB-ELEMENT, CONSERVATION ELEMENT, AND INTERGOVERNMENTAL COORDINATION ELEMENT OF THE COMPREHENSIVE PLAN, ESTABLISHING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

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.

The Council Briefing began at 6:00 P.M.

The following City Council Members were in attendance:

Mayor: William C. Latham

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

Also present was Interim City Manager Karen Nelson.

Purpose of Briefing

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

City Manager

Hurricane Michael

Ms. Nelson stated several Jacksonville Beach Police Officers have been sent over to the Panama City area with needed supplies and to assist in any way necessary.

Online surplus auction

Purchasing and Procurement Officer Luis Flores and Ms. Nelson proposed a change to the current Purchasing ordinance that would allow for more frequent online surplus property auctions instead of an annual auction. The requested change in the ordinance would allow the City Manager and Chief Financial Officer the authority to approve the sale of surplus items without having to go before the City Council for approval.

Beam building update

Mr. Flores stated the construction on the Beam building is near completion. It was suggested by Mr. Doherty to add penalty fees for missed deadlines in the contracts. A discussion ensued regarding the possibility of adding penalties to contracts for missed deadlines by contractors.

Water line extension

Director of Public Works Dave Millinor stated he was approached by a property owner regarding a property located on the edge of the St. Johns County line. The property owner stated his property has no connection to the City's utilities and is currently running off well water and uses a septic tank. He is requesting to be connected to City utilities. Mr. Millinor stated it would cost the City of Jacksonville Beach approximately \$330,000 to run a water line to the property. Mr. Millinor asked for guidance from the Council regarding the following options:

- The City pays the cost of extending a water line to the property incurring a cost of approximately \$330,000.

- The City agrees to allow the property owner to connect to JEA water and sewer utilities. This would require an agreement between JEA and the City of Jacksonville Beach.

A discussion ensued, and the Council thought the best option would be to allow the property owner to connect to JEA.

Draft of Employment Agreement for City Manager position

A discussion ensued on the changes to the draft of the Employment Agreement for the City Manager position.

Miscellaneous topics discussed by Council

Mr. Doherty inquired about the status of hiring an additional Animal Control Officer. Ms. Nelson stated there may be an opportunity to revisit the request after the hiring of the new City Manager and the Police Chief is completed.

Mr. Doherty stated the City's homeless population is still an issue and Gonzales Park is becoming a popular location for the homeless to congregate. Mr. Doherty suggested moving the City's Veterans Memorial to Gonzales Park with the hopes of bringing activity to the park as a deterrent for the homeless. Mr. Doherty also suggested removing the current shelters and benches at the park as it would alleviate the homeless from sleeping on them.

Ms. Hoffman stated there should be more crosswalks available to allow pedestrians and bikers to cross 3rd Street (State Road A1A) safely. Mayor Latham suggested following up with the Department of Transportation regarding the status of adding more crosswalks.

Golf Course update

Ms. Nelson introduced the new Golf Course Facilities Manager Bruce Mohler. Ms. Nelson stated \$400,000 was transferred as a year-end budget modification to cover the expenses of the golf course while it is being renovated. The transfer would also cover start-up costs and completion of renovations at the clubhouse facilities.

Director of Parks and Recreation Jason Phitides stated flooring, painting, and restroom vanities are being updated at the golf course. Mr. Phitides stated the AC unit is being replaced as well, which is part of the Capital Improvement Plan. Mr. Phitides assured the Council that the golf course and the restaurant would be ready for the soft opening on November 9, 2018.

The briefing adjourned at 6:55 P.M.

Submitted by: Jodilynn Byrd
Administrative Assistant

Approved:

William C. Latham, MAYOR

Date: _____

**Minutes of Regular City Council Meeting
held Monday, October 15, 2018, at 7:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida**



OPENING CEREMONIES

Mayor Latham requested a moment of silence for all the people in the Florida Panhandle affected by Hurricane Michael, and for our First Responders and Beaches Energy Services staff traveling there to assist with their storm recovery; followed by 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 Christine Hoffman
Bruce Thomason Phil Vogelsang Jeanell Wilson

Also present was Interim City Manager Karen Nelson.

APPROVAL OF MINUTES

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

- City Council Workshop held October 1, 2018
- Regular City Council Meeting held October 1, 2018

ANNOUNCEMENTS

Mayor Latham reminded everyone about the City Council Briefing meetings held before the Regular City Council meetings.

COURTESY OF THE FLOOR TO VISITORS

Thomas Bozzuto, 11369 Ft. Caroline Lakes Drive South, Jacksonville, FL, addressed the Council, commending the City of Jacksonville Beach for their amazing renovation of the Golf Course. Mr. Bozzuto announced there would be an 'Intro to Golf Clinic' for families on Wednesday, October 17, 2018, at the Carver Center. Lessons will be provided by some of the local PGA professionals.

Ken Marsh, 2011 Gail Avenue, Jacksonville Beach, FL, addressed the Council and provided an update about the Jax Beach Downtown Coalition, recruiting followers via Facebook and email, the goals and strategy they are working on from the 2007 Vision Plan and provided a handout to the Council (on file).

MAYOR AND CITY COUNCIL

Item #18-195 – Recognition of GFOA Certificate of Achievement for Excellence in Financial Reporting

Mayor Latham presented the *GFOA Certificate of Achievement for Excellence in Financial Reporting* to Chief Financial Officer Michael Nadeau and Budget Officer Ashlie Gossett.

CITY CLERK

CITY MANAGER

Item #18-196 – Accept the Monthly Financial Reports for the Month of September 2018

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

Roll Call Vote: Ayes – Buck, Doherty, Hoffman, Thomason, Vogelsang, Wilson, and Mayor Latham.
The motion passed unanimously.

Item #18-197 – Approve the Purchase of a 5-Gang Self-Contained Mower and Greens Roller from Wescoturf, Inc., and Greens Spiker from Jacobsen

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to approve the purchase of a 5-gang self-contained mower and Greens Roller from Wescoturf, Inc., and Greens Spiker from Jacobsen, as described in the memorandum from the Director of Parks and Recreation dated October 4, 2018.

Discussion: Ms. Nelson read the specifications and showed photos for the equipment. The plan is to purchase a two-year-old demo model mower with only 790 operating hours, with a 90-day warranty. The greens roller, also a demo model, is 18 months old with a 1-year warranty. The greens spiker is specific for Paspalum grass, which is now being used on the new golf course. Ms. Nelson stated the total cost for these three pieces of equipment is \$51,184.00.

Mr. Doherty inquired about the previous methods used for the golf course.

Golf Course Superintendent Trevor Hughes responded and answered all questions.

Ms. Wilson thanked the staff for seeking cost saving alternatives for these purchases.

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

RESOLUTIONS:

Item #18-198 RESOLUTION NO. 2017-2018

Mayor Latham requested that the City Clerk read Resolution No. 2017-2018 by title only, whereupon Ms. Scott read the following:

“A RESOLUTION AMENDING THE OPERATING BUDGET OF THE CITY OF JACKSONVILLE BEACH, FLORIDA FOR THE FISCAL YEAR BEGINNING

OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018.”

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman to adopt Resolution No. 2017-2018, authorizing the year-end budget adjustment.

Summary: Ms. Nelson reviewed the year-end budget adjustment.

Ms. Wilson inquired about the Better Jax Beach Bond Proceeds Fund, asking if the wording should read ‘Jacksonville’ instead of ‘Jax Beach.’

Ms. Nelson and Ms. Gossett responded and answered all questions. The language is correct as written in the Resolution, Better Jax Beach Bond Proceeds Fund.

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

Item #18-199 RESOLUTION NO. 2025-2018

Mayor Latham requested that the City Clerk read Resolution No. 2025-2018 by title only, whereupon Ms. Scott read the following:

“A RESOLUTION PROVIDING FOR THE SALE OF SURPLUS PROPERTY ONLINE.”

Motion: It was moved by Ms. Wilson and seconded by Ms. Hoffman, to adopt Resolution No. 2025-2018, a Resolution providing for the sale of surplus property online.

Summary: Ms. Nelson stated this is for the online auction for the sale of surplus property conducted by GovDeals. There is no charge to the City for their services. The City holds these sales once or twice a year and is considering holding the online auctions more frequently, upon approval from Council.

Ms. Nelson noted the purchasers pay a 12.5% surcharge to GovDeals.

Ms. Hoffman suggested adding the City’s Facebook page and social media to the areas where the online auction is advertised.

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

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:25 P.M.

Submitted by: Laurie Scott
City Clerk

Approval:

William C. Latham, MAYOR

Date: _____

LS/njp

The Special City Council Meeting began at 6:00 P.M.

The following City Council Members were in attendance:

Mayor: William C. Latham

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

Purpose of Meeting

A reception was held for the candidates for the City Manager position.

City Manager

The reception was attended by the candidates for the City Manager position, City staff, media and members of the public.

The reception ended at 7:30P.M.

Submitted by: Sheri Gosselin
Assistant City Clerk

Approved:

William C. Latham, MAYOR

Date: _____

The Special City Council Meeting began at 8:00 A.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 were Interim City Manager Karen Nelson and City Attorney Susan Erdelyi

Purpose of Meeting

The purpose of the meeting was for the City Council Members to conduct interviews with the candidates for the City Manager position.

City Manager

Executive Search Consultant Colin Baenziger announced that candidate Michael Renshaw had withdrawn himself from consideration. The City Council conducted interviews with four candidates for the City Manager position.

- Frederick Murry
- Susan Parker
- James Dineen
- Michael Staffopoulos

The meeting adjourned ended at 5:42 P.M.

Submitted by: Sheri Gosselin
Assistant City Clerk

Approved:

William C. Latham, MAYOR

Date: _____

The Special City Council Meeting began at 1:04 P.M.

The following City Council Members were in attendance:

Mayor: William C. Latham

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

Also present were Interim City Manager Karen Nelson and City Attorney Susan Erdelyi.

Purpose of Meeting

The purpose of the meeting was to discuss the next step in the City Manager process.

City Manager

Mayor Latham briefed the Council Members on the status of the Draft Employment Agreement and conversations with Michael Staffopoulos for the City Manager position.

A discussion ensued on proposed changes to the Employment Agreement for the City Manager position. These changes include an amendment to the accrual leave provisions. A final contract will be provided to the City Council Members no later than November 1, 2018 and placed on the November 5, 2018 Council Meeting agenda for approval.

The meeting adjourned at 1:41 P.M.

Submitted by: Sheri Gosselin
Assistant City Clerk

Approved:

William C. Latham, MAYOR

Date: _____

City of

Jacksonville Beach
1460A Shetter Avenue
Jacksonville Beach
FL 32250
Phone: 904.247.6226
Fax: 904.270.1639

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MEMORANDUM

TO: Karen W. Nelson, Deputy City Manager

FROM: Ann Meuse, Director of Human Resources

DATE: October 31, 2018

RE: Appointment of Michael J. Staffopoulos to the City Manager Position

ACTION REQUESTED:

Appoint Michael J. Staffopoulos to serve as the City Manager for the City of Jacksonville Beach and approve the Employment Agreement.

BACKGROUND:

George Forbes retired on August 1, 2018 after serving more than twenty-three years as the City Manager of Jacksonville Beach. The City Council engaged the services of the executive recruiting firm of Colin Baenziger & Associates to conduct the search for a new City Manager.

After receiving more than sixty applications for the City Manager position, Colin Baenziger & Associates recommended eight candidates to the City Council that they felt were very strong and would do an excellent job for the City. On October 1, 2018, the City Council selected six candidates to meet the community and participate in interviews.

After conducting interviews on October 18, 2018, the City Council unanimously selected Michael J. Staffopoulos to serve as the City's new City Manager. Following are some of the key provisions of Mr. Staffopoulos' Employment Agreement (*attached*):

- Employment begins on January 28, 2019
- Annual salary of \$161,000
- Annual vehicle allowance of \$4,800 and a cellular phone



- Option to participate in the City's pension plan or have contributions made to a deferred compensation plan
- Health, dental and other insurance as provided to all City employees
- The City will pay Mr. Staffopoulos' moving expenses to relocate from his current home in Clearwater, Florida

RECOMMENDATION:

Appoint Michael J. Staffopoulos to serve as the City Manager for the City of Jacksonville Beach for an indefinite term beginning January 28, 2019, and approve the Employment Agreement.

EMPLOYMENT AGREEMENT

This Agreement is entered into this 5th day of November, 2018, by and between the City of Jacksonville Beach, Florida, a municipal corporation organized and existing under the laws of the State of Florida, ("the City"), and Michael J. Staffopoulos, ("Staffopoulos" or "City Manager").

The parties agree as follows:

INTRODUCTORY STATEMENTS

The City Council of the City of Jacksonville Beach, Florida has been empowered by the Charter of the City of Jacksonville Beach to appoint and remove a City Manager who shall be the Chief Administrative Officer for the execution of the executive and administrative functions of the City Council under the direction and supervision of the City Council; and

The City through its City Council desires to employ the services of Staffopoulos as City Manager; and

It is the desire of the City to provide certain benefits, to establish certain conditions of employment, and to set working conditions of the City Manager; and

Staffopoulos desires to accept employment as City Manager.

THEREFORE, in consideration of the mutual covenants in this document, the parties agree as follows:

Section 1. Powers and Duties of the City Manager

- A. The City agrees to employ Staffopoulos as City Manager for the City and Staffopoulos represents to the City that he possesses the qualifications of City Manager and agrees to carry out all functions and duties imposed upon that office by the laws of the State of Florida and the Charter of the City of Jacksonville Beach, as may be amended from time to time, and to perform other legally permissible duties and functions as the City Council shall from time to time assign.

- B. The City Manager shall devote his full attention, effort and abilities to the office and perform its duties and functions in a professional manner.

Section 2. Commencement of Employment

Employment under the terms of this Agreement shall begin and Staffopoulos shall be present and available to perform the duties and functions of the City Manager on a full-time basis no later than January 28, 2019.

Section 3. Term

Beginning on the date contained in Section 2, above, the City Manager shall serve for an indefinite term at the pleasure of the City Council and may be terminated in accordance with the Charter of the City of Jacksonville Beach and thus is an "at-will" employee of the City. Nothing herein shall be taken to imply or suggest a guaranteed tenure of employment.

- A. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Staffopoulos to resign at any time from this position with the City, provided however, he shall provide the City Council with at least ninety (90) calendar days prior written notice of resignation, unless waived by the City Council.
- B. The City Manager agrees to remain in the exclusive employ of the City for an indefinite period and shall not accept other employment, or become employed by any other employer without prior authorization of the City Council, unless the City Manager gives written notice of resignation.
- C. It is understood that after notice of termination in any form, the City Manager and the City Council will cooperate professionally for an orderly transition.

Section 4. Hours of Work

- A. Staffopoulos acknowledges that the proper performance of the duties of the City Manager will require him to generally observe normal business hours and will also often require the performance of necessary services outside of normal business hours. The City Manager agrees to devote additional time as necessary for the full and proper performance of the duties of the position and that the compensation provided in this Agreement includes compensation for the performance of all such services.
- B. The City agrees that the City Manager will be permitted reasonable time off, as is customary for exempt employees, so long as the time off does not interfere with the normal conduct of the office of the City Manager. The City Manager shall be granted upon his start date as referenced in Section 2, paid leave of 3 vacation days and 5 sick leave days and shall also begin to accrue paid leave under the City's personnel plan at the same

rate as a nine-year employee. The City Manager shall be granted the same paid holidays allowed to all non-union City employees in the general service.

Section 5. Termination and Severance Pay

- A. If the employment of the City Manager is terminated by the City Council, the City agrees to pay severance pay equal to twenty (20) weeks of total compensation, less federal and state withholding. In addition, the City Manager shall be compensated for all accrued paid leave calculated at the rate of pay in effect upon termination, as authorized by City policies and law.
 - 1. If the City, citizens or legislature acts to amend any provision of the City Charter or Code of Ordinances, as they may be amended from time to time, and/or state law pertaining to the role, powers, duties, authority, responsibilities of the City Manager's position that substantially changes the form of government, the City Manager shall have the right to declare that such amendments constitute termination from the effective date of such amendments.
 - 2. Termination shall occur when either the City or the City Manager breaches a material provision of this agreement and fails, within ten (10) days after written notice has been given by the City Manager or the City Council to comply with any provision of this Agreement.
- B. This agreement shall immediately terminate, and the City Manager shall not be entitled to the severance benefits described in section 5 A above if he is convicted, pleads no contest to, or receives a withhold of adjudication for a felony or crime involving moral turpitude or dishonesty, or if he acts with gross misfeasance or malfeasance or otherwise is guilty of gross misconduct which constitutes conduct demonstrating willful or wanton disregard of the City's interests, a deliberate violation or disregard of the standards of behavior to which the City has a right to expect of the City Manager, carelessness or negligence to a degree or recurrence that manifests culpability, wrongful intent, or evil design, or shows an intentional and substantial disregard of the City's interests or of the City Manager's duties and obligations to the City, including but not limited to conduct resulting in material harm to the City, willful neglect or failure to perform his duties, gross insubordination, misconduct, as defined in section 443.036 (29), Florida Statutes, as it may be amended from time to time, or acts of dishonesty. For termination due to the reasons related to this subsection, the City Manager is only entitled to compensation for hours actually worked up to the termination date and compensation for accrued leave.
- C. If this Agreement is terminated by the death of the City Manager, the City shall pay a designated beneficiary of the City Manager or his estate all accrued compensation due to

the City Manager as of the date of his death. The City shall have no other liability to the City Manager, his estate, heirs, or beneficiaries, and neither the City Manager's beneficiary nor estate will be entitled to any severance pay.

Section 6. Residency

The City Manager shall establish, within three (3) months of commencement of employment, as referenced in Section 2, his principal place of residence within the corporate limits of the City of Jacksonville Beach and maintain such residency at all times during the term of this Agreement.

Section 7. Salary

- A. The City agrees to pay the City Manager an annual base salary of **\$161,000.00** during the first year of this agreement, payable in bi-weekly equal installments, for services rendered.
- B. After conducting an annual review of the City Manager's job performance, the City Council shall consider the results of his performance evaluation as outlined in section 8 below and guidelines applied to department heads in determining the amount of salary adjustment and benefit adjustment for the City Manager, whether an increase or decrease. Decreasing the City Manager's salary and/or benefits outside of the conditions of 7.B, and without mutual consent, shall constitute breach of contract, and allow the City Manager to interpret such action as termination.

Section 8. Performance Evaluation, Goals and Objectives

- A. Within the first six months of the City Manager's employment, the City Council shall meet with the City Manager for the specific purpose of setting goals for the City and for the City Manager, and initiating periodic work programs.
- B. The City Council shall review the City Manager's job performance at least once annually with the first review being on or before the City Manager's anniversary employment date of January 28, 2020. Later annual reviews will occur during the same anniversary month of each year, unless the parties agree otherwise. The annual performance evaluations shall be related to the City Manager's Charter and Ordinance duties and shall be based, in whole or in part, on goals for the City Manager's performance that are jointly developed and adopted by the City Manager and the City Council.
- C. The City Council shall provide the City Manager a reasonable and adequate opportunity to discuss the City Manager's evaluation with the City Council.

- D. The City's Human Resources Director shall be responsible for scheduling the City Manager's annual review.

Section 9. Vehicle and Cellular Phone

- A. Vehicle - The City Manager shall receive a vehicle allowance in a fixed amount for the use of a privately owned vehicle in the conduct of official City business. The vehicle allowance is intended as reimbursement for local mileage in Duval, Nassau and St. Johns Counties. The City Manager shall be reimbursed by the City on a per mile basis for business travel in the City Manager's personal vehicle to destinations outside Duval, Nassau and St. Johns Counties, in accordance with the City's Travel Policy. The annual amount of the vehicle allowance is defined in the City's Pay Plan for Directors, Managerial, Professional, Administrative and Unclassified Employees and may be modified periodically with approval by the City Council. On the effective date of this Agreement, the annual amount of the vehicle allowance is \$4,800.00, payable in bi-weekly equal installments.
- B. Cell Phone – The City shall provide the City Manager with a cellular telephone for both professional and personal use in accordance with the City's Technology Policy.

Section 10. Retirement/Deferred Compensation

- A. The City Manager may elect to become a member of, or not to participate in, the General Employees' Pension Plan. Election must be exercised within 90 days of initial employment. Staffopoulos has the option to rescind his election to participate or not to participate in the pension plan one time before vesting. If the City Manager elects not to participate in the retirement plan, the City shall contribute a percentage of his salary, on a bi-weekly basis, into the ICMA 457 Deferred Compensation Plan, a private savings or checking account or any other IRS approved individual retirement plan designated by the City Manager. The amount of the City contribution to the City Manager's individual retirement plan shall be the same percentage of the City Manager's salary as the City contributes for all other City employees that are members of the General Employees' Pension Plan.
- B. If the City Manager elects to be a member of the General Employees' Pension Plan, he shall also be eligible to participate in the City's 457 Deferred Compensation Plan under the same conditions as other City employees.

Section 11. Insurance

- A. The City agrees to provide and pay the City Manager's health, dental, and vision insurance in the same manner and under the same conditions as other City employees.
- B. Health insurance coverage for Staffopoulos shall commence on March 1, 2019. In the event that Staffopoulos incurs charges for health insurance premiums during the period from January 28 through February 28, the City agrees to reimburse Staffopoulos for the amount of the premiums.
- C. The City agrees to provide and pay the City Manager's life, disability and other voluntary insurance in the same manner and under the same conditions as other City employees.
- D. Upon commencing employment, the City Manager shall have access to a bank of 65 sick days to be used only in the case of serious medical conditions. This leave can only be used to provide coverage during the waiting period between the onset of the illness or disability, and the point at which either short-term or long-term disability coverage takes effect. This leave shall have no cash value in the event of departure from the City. The City Manager shall be obligated to purchase short-term and long-term disability, as may be offered by the City, for this benefit to be in effect.

Section 12. Professional Development

The City agrees, subject to the annual budget approved by the City Council, to pay the professional dues, subscriptions, and expenses of the City Manager for professional participation in and travel to meetings and occasions adequate to continue his professional development. This participation on City time includes, but is not limited to the International City/County Management Association, and other national, regional, state and local governmental groups and committees of which the City Manager serves as a member, or in which his participation is beneficial to the City, as well as associated short courses, institutes, and seminars. The City Manager will submit a detailed list of anticipated expenses at the time of budget approval.

Section 13. Moving Expenses

The City agrees to pay directly, or reimburse the City Manager for the actual and reasonable expenses of moving into the City, as determined after the City Manager has provided to the City three (3) written estimates of such expenses. Such expenses may include packing, moving, storage costs, unpacking, insurance charges and other reasonable customary moving expenses.

Section 14. Indemnification

The City shall defend and indemnify the City Manager against any action, including but not limited to: tort, professional liability claim, or demand or other non-criminal legal, equitable or administrative action, whether groundless or otherwise, arising out of an alleged act or omission occurring within the scope and performance of his duties as City Manager, other than an action brought by the City against the City Manager, or any action filed against the City by the City Manager, unless otherwise provided by law. This indemnification shall extend beyond termination of employment, and the expiration of this Agreement, to provide full and complete protection to the City Manager by the City, as described herein, for any acts undertaken or committed in his capacity as City Manager, regardless of whether the notice of filing of a lawsuit for such tort, claim, demand, or other legal action occurs during or following employment with the City.

Section 15. General Provisions

- A. The text herein shall constitute the entire Agreement between the parties. This Agreement shall become effective as of the date first written above, contingent upon adoption and approval by the Jacksonville Beach City Council and execution by the City Manager.
- B. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full force and effect.
- C. The terms of this Agreement shall remain in full force and effect and hold over until employment is terminated under the terms herein or a new Agreement or Amendment to this Agreement has been negotiated and entered into by the City Council and the City Manager.
- D. This Agreement shall be interpreted by the laws of the State of Florida. Venue shall be in Duval County.
- E. No amendment of this Agreement shall be effective unless in writing and signed by both parties.
- F. Notices pursuant to this Agreement shall be considered given by deposit in the custody of the United States Postal Service, certified mail, postage prepaid, addressed to the Office of the Mayor, and to the City Manager's home address on file in the Human Resources Department. Alternatively, notices required pursuant to this Agreement may be personally served or served in the same manner as is applicable to civil suits in the State of Florida. Notice shall be deemed given as of the date of personal service or as of

the date of deposit of such written notice in the course of transmission in the United States Postal Service.

IN WITNESS WHEREOF, the City of Jacksonville Beach has caused this Agreement to be signed and executed on its behalf by its Mayor and Deputy City Manager and duly attested by its City Clerk, and Staffopoulos has signed and executed this agreement on the date first written above.

ATTEST:

CITY OF JACKSONVILLE BEACH

Laurie Scott, City Clerk

William C. Latham, Mayor

Karen W. Nelson, Deputy City Manager

EMPLOYEE:

Michael J. Staffopoulos

APPROVED AS TO FORM:

Susan S. Erdelyi, City Attorney

MICHAEL J. STAFFOPOULOS, P.E., ICMA-CM

1982 Brookstone Way, Clearwater, Florida 33760

(813) 334-7037 • mstaffop@gmail.com

PROFESSIONAL EXPERIENCE

ASSISTANT CITY MANAGER

City of Largo – 2007 to Present

I am a member of Administration, with responsibility for implementing Administrative Policies and Procedures, overseeing operations, and performing additional activities as directed by the City Manager. My duties also include functioning as the City Manager in his absence. My current position requires regular interaction with the City Commission, all members of Executive Management, all levels of staff, and outside agencies. I have direct oversight of eight departments: Community Development; Engineering Services; Environmental Services (wastewater and reclaimed water); Finance; Information Technologies; Library; Public Works; and Recreation, Parks & Arts. The City of Largo is a full service municipal government, with approximately 900 full-time equivalent employees and an annual budget of approximately \$150 million.

MAJOR ACCOMPLISHMENTS:

- Negotiations with the Town of Belleair, City of Belleair Bluffs, and Pinellas County for the construction of a new Fire Station No. 43 within the City of Belleair Bluffs. Negotiations resulted in three Interlocal Agreements: the construction of the new station by the City of Largo and new land lease from the City of Belleair Bluffs; reciprocal recreation programming between Belleair Bluffs and Largo; and the third amendment to the existing Fire Station No. 43. lease. Negotiations involved the Mayor of Belleair Bluffs, Town Manager of Belleair, and Pinellas County Executive Management.
- Design and construction of \$80M in wastewater capital projects to comply with a Florida Department of Environmental Protection (FDEP) consent order related to sanitary sewer overflows and effluent concentrations of disinfection byproducts. Financing included a combination of rate increases, spacing of projects, and State Revolving Loan Fund (SRF) borrowing.
- Implementation of sewer system basin investigations, including line cleaning, televising and lining operations, to reduce anthropogenic fecal coliform and nitrogen to impaired water bodies, including Tampa Bay.
- Acquisition and implementation of a Work and Asset Management System for the Environmental Services Department to track work efforts, manage assets, and move towards predictive maintenance. This system is being upgraded to an enterprise system, with the inclusion of all operational departments and their assets.
- Implementation of single-stream recycling program within Solid Waste, including marketing campaign, incorporation of RFID containers, and GPS routing.
- Expansion of Public Works services to outside agencies: commercial cardboard recycling and Fleet services to the City of Indian Rocks Beach; land lease to Indian Rocks Beach for their Public Works operations; and street sweeping services to the Town of Belleair.
- Implementation of an Economic Development Plan for the City, identifying target industries and incentive programs.
- Implementation of MicroPAVER software for tracking roadway conditions, creating Pavement Condition Index (PCI), and developing a subsequent long-term planning and funding strategy for increasing the City's PCI to acceptable conditions.
- Creation of a Brownfield corridor in partnership with Pinellas County to promote redevelopment along Ulmerton Road, a major State highway transversing the community.

- Adoption of the revised Clearwater-Largo Road and West Bay Drive Community Redevelopment District (CRD) plans, to include increased densities, incentives for redevelopment and the creation of affordable housing.
- Formation of the Historic Preservation Advisory Committee (HPAC), responsible for developing annual work programs for the identification and preservation of historic City structures.
- Adoption of updates to the City's Strategic Plan in 2007 and 2011 and 2017.
- Revisions to the City's Mission, Vision and Value statements, along with the creation of a new community brand and logo.
- Project lead for the Strategic Plan Initiatives project, which created thirteen multi-departmental teams from across the organization, working concurrently to identify action items for the organization to achieve in compliance with the Strategic Plan.
- Development of new strategic performance measurements to better evaluate organizational progress in achieving goals and objectives.
- Retrofit of the Downtown Drainage Project stormwater retention pond into a community park, with walking path, landscaping and dog park.
- Update of the City's Comprehensive Plan and adoption of new Comprehensive Development Code (CDC).
- Adoption of the City's Urban Forestry Master Plan.
- Preparation of the City's annual Capital Improvement Program (CIP) and budget.
- Implementation of city-wide project management policies and standard operating procedures to promote improved efficiency and project outcomes.
- Member of the City's Disaster Management Group (DMG), responsible for developing strategies and recommending City-wide policies for disaster response.
- Project Sponsor for the Performance Management Program project, resulting in the creation of new performance management procedures and evaluation templates for non-represented employees.
- Implementation of Project Management administrative policies and associated training.
- Facilitator for Community Conversations, utilizing the Harwood technique, to determine aspirations for the community.

COMMUNITY DEVELOPMENT DIRECTOR

City of Largo – 2003 to 2007

Member of Executive Management, with oversight of four divisions (Building, Engineering, Housing, Planning & Development). This position required regular interaction with the City Commission, all members of Executive Management, all levels of staff, and outside agencies. Public engagement in this position consisted of: presentations on City initiatives and proposed regulations; presentations to the Board of County Commissioners and Pinellas Planning Council; and participation in community input and Neighborhood Compatibility meetings.

MAJOR ACCOMPLISHMENTS:

- Function as the City's Development Control Officer (DCO), with responsibility for interpretation, modification and application of the City's Comprehensive Development Code.
- Oversight of the City's Community Redevelopment Districts, including regular presentations to the Community Redevelopment Agency (CRA), preparation of annual CRA budget, and implementation of CRA strategies (land acquisition for assembly, and sale of City owned land for redevelopment purposes).
- Negotiation of a Development Agreement for sale of City owned property and subsequent construction of West Bay Village, a development consisting of 56 town-homes, 20,000 square feet of retail space, and street-scape improvements.
- Negotiation of a Development Agreement for the sale of city owned property and subsequent construction of a Hampton Inn hotel within the City's West Bay Drive CRD.
- Initiate revisions to the Clearwater-Largo Road CRD Plan, including increased development rights and concurrency analysis for transportation and utility provision.

- Design and construction of the Clearwater-Largo Road Street-scape Improvements project.
- Negotiation of a Development Agreement for the construction of the Belleair Place Apartments within the Clearwater-Largo Road CRD, resulting in the redevelopment of an obsolete shopping plaza with affordable housing for the community.
- Adoption of the City of Largo's first Strategic Plan in August 2004.
- Adoption of the City's revised sign ordinance (2007).
- Creation of the Industrial component of the Largo Town Center, and facilitating the development review for the new Pinch-A-Penny corporate headquarter office and warehouse operations.
- Design and construction improvements for three primary drainage systems within the City of Largo: Channel I, McKay Creek, and Church Creek.
- Incorporation of the Engineering Services Division (formerly of the Public Works Department) into Community Development Department.
- Negotiation of a voluntary annexation agreement with the Bay Vista Office Park, headquarters for Tech Data (a Fortune 500 Corporation).
- Compliance with an Environmental Protection Agency (EPA) invitation for participation in a Continuous Management Operation and Maintenance (CMOM) program for the Environmental Services Department.

CITY ENGINEER / ASST. PUBLIC WORKS DIRECTOR City of Largo – 1999 to 2003

Member of Operational Management with oversight of the Engineering Services Division. Duties include functioning as the Public Works Director in the absence of the Director, including oversight of Fleet, Facilities, Solid Waste and Streets & Stormwater Divisions.

MAJOR ACCOMPLISHMENTS:

- Construction oversight of the Largo Central Park Nature Preserve, a partnership project with the Southwest Florida Water Management District (SWFWMD) and Duke Energy (formerly Progress Energy), that included restoration of a maple swamp, removal of invasive species, construction of walking trails and boardwalks, and construction of an alum injection stormwater treatment system.
- Policy development for evaluation and disposition of repetitive loss properties under the National Flood Insurance Program.
- Construction oversight of the Downtown Drainage Project and West Bay Drive Improvements Project, including construction of a new, regional drainage treatment system for downtown commercial properties, and widening of West Bay Drive (the City's downtown corridor) and associated street-scaping.
- Negotiation and acquisition of over 12 acres of land south of the Public Works facility for expansion (storage of materials, construction of Fire Training Tower).
- Design / construction of sanitary sewer, storm water, reclaimed water, and roadway projects.
- Presentations to the City Commission, community and civic groups.

CONSULTING ENGINEER O'Brien & Gere Engineers, Inc. - 1990 to 1999

Engineering design and project management of water, wastewater, stormwater, and hazardous waste projects for municipal and private sector clients.

EDUCATION WPI, Worcester, Massachusetts – B.S., Civil Engineering – 1990
Professional Engineer, State of Florida, License No. 50655 - 1996

AFFILIATIONS Florida City/County Manager's Association (FCCMA, 2008 to present)
FCCMA Scholarship and Awards Committee (2014 to present)

International City/County Manager's Association (ICMA, 2008 to present)
ICMA Credentialed Manager (2013 to present)
Florida League of Cities Urban Administration Committee (2009 to present)

REFERENCES

Available upon request.

JACKSONVILLE BEACH

City of
Jacksonville Beach
Operations &
Maintenance Facility
Department of Public
Works
1460-A Shetter Avenue
Jacksonville Beach
FL 32250
Phone: 904.247.6219
Fax: 904.247.6117

www.jacksonvillebeach.org



TO: Karen Nelson, Deputy City Manager
FROM: Dave Millinor, Public Works Director
SUBJECT: Agreement Authorizing JEA to Provide Water and Sewer Service to the Property at 4343 Ocean Course Drive
DATE: October 30, 2018

ACTION REQUESTED:

Authorize the Mayor and City Manager to execute an agreement with JEA that will allow JEA to provide water and sewer service to the property at 4343 Ocean Course Dr., Parcel ID RE# 180476-0000, and the surrounding unimproved parcels.

BACKGROUND:

The property located at 4343 Ocean Course Drive in Jacksonville Beach is currently utilizing well water and has a septic tank. The property owner, Mr. Joe Adeeb, would like to connect to a water and sewer utility. The property is located just north of the St Johns County line and immediately east of the 2nd St South right of way (ROW). The closest City water and sewer connections are approximately 800 feet from the property on the north side of the J.T. Butler Blvd on-ramp flyover.

JEA is the provider for water and sewer services for the properties located just south of the St. Johns County line and east of A1A. JEA is willing to extend the water and sewer lines to Mr. Adeeb's property, at his expense, and has requested written authorization from the City to allow them to provide service to a Jacksonville Beach resident.

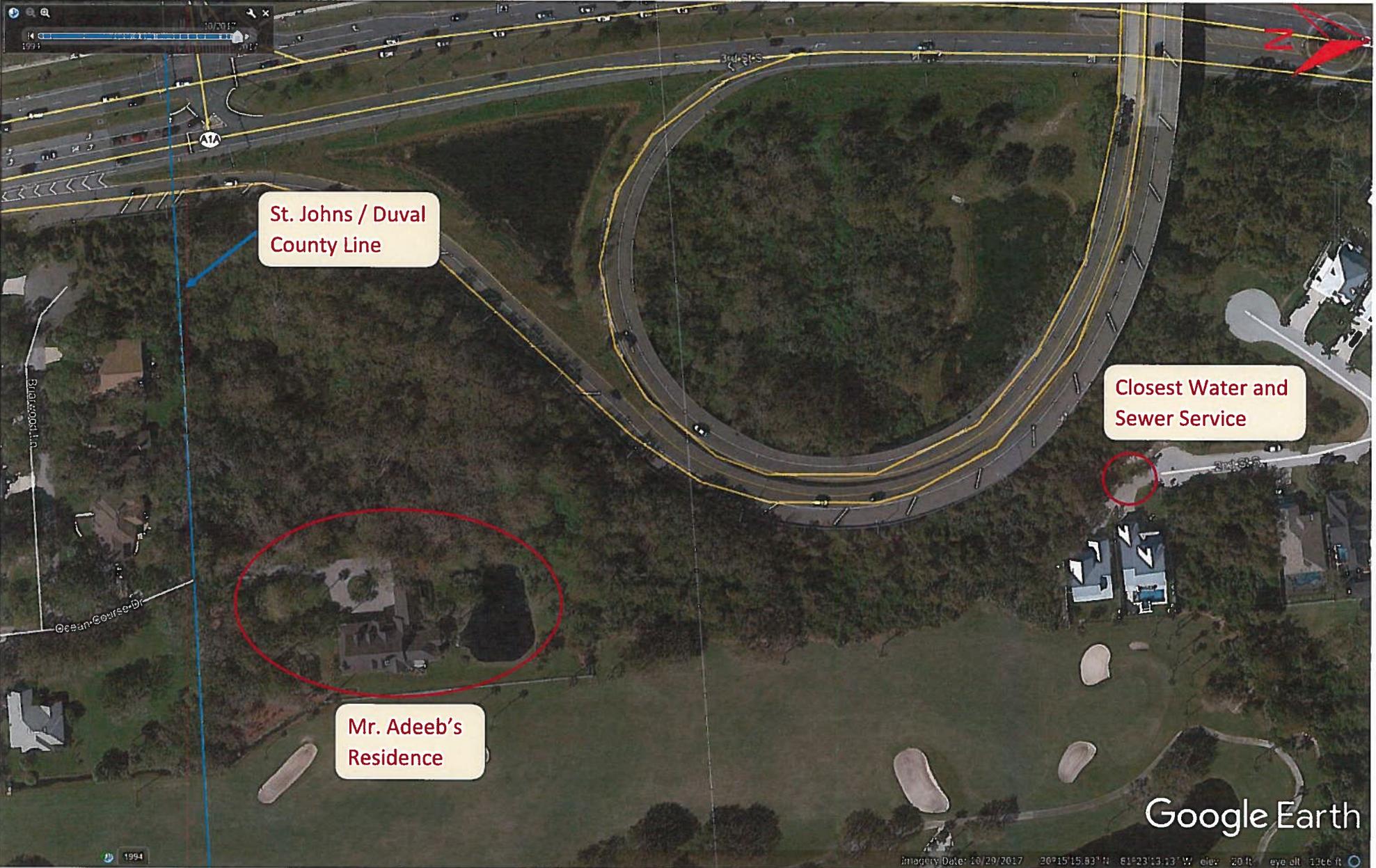
Per paragraph (a) of Sec 32-16 of the City Code of Ordinances, in order for the City to require Mr. Adeeb to connect to City water and sewer, the service would need to reach within 100' of the property. Providing water and sewer within 100' of the property would not be cost effective for the City.

- The most direct route and method for new water and sewer lines would be to bore under the JTB on-ramp flyover, requiring an easement from the Jacksonville Transportation Authority.
- Due to the relative elevation of the property, a force main and lift station would be required for sewer service.
- The estimated project cost for the sewer alone is approximately \$197,213.

- Based on recent costs, our team estimated the water service portion of the project to be approximately \$132,633, for a total projected cost of \$329,846.
- Assuming an average water and sewer bill of \$250 a month and a project cost to the City of \$330K, it would take over 110 years to recoup the cost through the monthly billing. If the City decided to run the lines to within 100' of the property and require the property owner to connect to the lines at his own expense, it would only reduce the City's cost to \$289K.
- The estimated cost to extend the JEA water and sewer to Mr. Adeeb's property is significantly less and it is a cost that he is willing to pay. The result would be better service to the resident than that provided by his well and septic and there would be one less septic tank in use within the Jacksonville Beach City limits.

RECOMMENDATION:

Authorize the Mayor and City Manager to execute an agreement with JEA that will allow JEA to provide water and sewer service to the property at 4343 Ocean Course Dr., Parcel ID RE# 180476-0000, and the surrounding unimproved parcels.



St. Johns / Duval
County Line

Closest Water and
Sewer Service



Mr. Adeeb's
Residence

Google Earth

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is made this _____ day of _____, 2018, by and among THE CITY OF JACKSONVILLE BEACH, FLORIDA, a municipal corporation ("City"), and JEA, a body politic and corporate and an independent agency of the CONSOLIDATED CITY OF JACKSONVILLE, FLORIDA ("JEA"), and JOSEPH ADEEB and BRENDA ADEEB, husband and wife ("Adeeb").

RECITALS

WHEREAS, Adeeb is the owner of improved and unimproved parcels of land located in Duval County, Florida and within the City water and sewer service territory; and

WHEREAS, the improved parcel is currently serviced by well water and septic sewer; and

WHEREAS, the City recognizes the benefits to the public health, safety, and welfare of removing septic tanks and the use of centralized wastewater treatment; and

WHEREAS, the City further recognizes the environmental benefits of the removal of pollutants from wastewater; and

WHEREAS, Adeeb and City desire to remove the existing septic tank and improve service to the improved parcel and residence; and

WHEREAS, should future development of the unimproved parcel located within the City, provisions must be made for water and sewer services; and

WHEREAS, the City Code of Ordinances, Chapter 32, requires the connection to City utilities by owners of parcels within one hundred (100) feet of City water or sewer; and

WHEREAS, the current closest connection to City water and sewer is located approximately eight hundred (800) feet from the Adeeb improved and unimproved parcels; and

WHEREAS, the City has received estimates of costs to extend City water and sewer to the improved and unimproved parcels of approximately three hundred thousand dollars (\$300K); and

WHEREAS, the City has determined the fiscal impact of the improvements would not provide a desirable return on investment to extend City water and sewer utilities to the improved and unimproved parcels; and

WHEREAS, JEA is currently extending its water and sewer utilities just south of the Adeeb improved and unimproved parcels; and

WHEREAS, JEA has expressed a willingness to extend water and sewer utilities service to the Adeeb improved and unimproved properties; and

WHEREAS, all parties agree it is in their best interest to allow JEA to extend water and sewer utilities to the improved and unimproved property owned by Adeeb and to execute this Memorandum of Understanding in evidence of their agreement.

NOW, THEREFORE, in consideration of the premises the parties agree as follows:

1. Subject Properties.

- a. Adeeb is the owner of record of the parcels of land located in Duval County, Florida and within the jurisdiction of the City of Jacksonville Beach as more fully described in Exhibit A attached hereto and made a part hereof ("Adeeb Parcels"). The Adeeb Parcels include one improved parcel of +/- 1.68 acres with existing residence and one unimproved parcel of +/- 1.57 acres.

2. Water and Sewer Service

- a. The City has determined that it is not economically feasible for it to provide water and sewer service to the Adeeb Parcels. Accordingly, the City hereby waives any rights it may have to provide water and sewer service to the Adeeb Parcels.

- b. JEA understands and acknowledges that it may be required to expand its service area to incorporate the Adeeb Parcels.
- c. Adeeb understands, acknowledges, and agrees that they may be required to pay all costs associated with the expansion of JEA water and sewer service utilities to the Adeeb Parcel.
- d. It is understood by and between all properties that JEA service remains and runs with the parcels of land as more fully described in Exhibit A.

3. All other regulations.

- a. Adeeb understands, acknowledges, and agrees that the Adeeb Parcels remain in the jurisdiction of the City and subject to all other rules, regulations, and ordinances of the City.

4. Miscellaneous.

- a. In the event that the parties hereto determine to modify or amend the agreements set forth herein, such modifications or amendments shall be made in writing and need be signed by the City, JEA, and Adeeb.

IN WITNESS WHEREOF, the undersigned set their hands and seals as of the date first written above.

*****SIGNATURES ON FOLLOWING PAGES*****

CITY OF JACKSONVILLE BEACH

BY: _____

**William C. Latham, Mayor
City of Jacksonville Beach**

ATTEST:

Laurie Scott, City Clerk

JEA

BY: _____

TITLE: _____

ATTEST

Title: _____

(SEAL)

_____ **JOSEPH ADEEB**

_____ **BRENDA ADEEB**

Witness: _____

Printed Name: _____

Witness: _____

Printed Name: _____

APPROVED AS TO FORM:

Susan S. Erdelyi, City Attorney

EXHIBIT "A"

Improved Parcel

Parcel ID RE# 180476-0000

18-28 09-3S-29E, 1.68, AVALON UNIT 03 SEC A, PT LOTS 13, 14, 15, 16, 17, 18 RECD

O/RS 12074-1879, 12789-1022

BEING PARCEL A

LOTS 19,20,21,22,23,24 BLK 1

Unimproved Parcel

Parcel ID RE# 180481-0000

18-28 09-3S-29E, 1.56, AVALON UNIT 03 SEC A, PT LOTS 16, 17, 25, 26 RECD

O/R 12789-1022

BEING PARCEL B

LOTS 18 TO 24 BLK 2



City of

Jacksonville Beach

Operations &

Maintenance Facility

Department of Public

Works

1460-A Shetter Avenue

Jacksonville Beach

FL 32250

Phone: 904.247.6211
904.247.6219

Fax: 904.247.6117

www.jacksonvillebeach.org

TO: Karen W. Nelson, Deputy City Manager
FROM: David Millinor, Public Works Director
SUBJECT: RFP # 06-1718, "Oceanfront Cleaning - Continuous Services for 36 Months"
DATE: October 30, 2018

ACTION REQUESTED:

Award RFP # 06-1718, "Oceanfront Cleaning - Continuous Services for 36 Months", to the highest ranked respondent, Beach Raker, LLC.

BACKGROUND:

The City provides oceanfront cleaning through a contract that includes manual and mechanical cleaning of the beach along with optional services such as the cleaning of City-owned parking lots and other public areas. The current contract with Beachcombers North, Inc. expired on October 15, 2018. Beachcombers agreed to continue providing services on a month-to-month basis until a new contract is awarded.

Prior to issuing an RFP for services, City staff extensively researched cleaning services provided by other coastal municipalities throughout Florida. RFP #06-1718 was issued on August 29, 2018 requesting unit prices on an expanded list of services with base and optional items. The base items are for manual and mechanical cleaning of the beach and the optional items are for additional mechanical cleaning of the beach and both manual and mechanical cleaning of other areas (parks and parking lots) throughout the City. This expanded list of services will give the City more flexibility and responsiveness in meeting current and future litter cleaning needs in Jacksonville Beach.

Eleven proposal packages were issued and two proposals were received. A committee of three City staff members reviewed and evaluated the proposals according to five evaluation criteria. Beach Raker, LLC, received the highest ranking from the committee. Beach Raker, LLC, has provided services to municipal clients, towns, counties, condominiums and resorts, and private estate homes for over 30 years in south Florida. This service contract is recommended for a 3-year period, renewable for three additional 1-year terms, not to exceed six years in total contract length.



The following is a summary of the criteria used for evaluation of the respondents:

VENDOR	EVALUATION CRITERIA					Total	Rank
	1	2	3	4	5		
Beach Raker, LLC.	20	15	18.33	18.33	20	91.66	1
Beachcombers North, Inc.	18.33	20	11.67	20	16.67	86.67	2

Evaluation Criteria:

- Past record of beach cleaning experience with references -20%
- Local project office and project team – 20%
- Mechanical equipment and experience using it – 20%
- Beach cleaning plan – 20%
- Cost – 20%
- The Criteria and the Evaluation are explained further in the attached RFP AWARD NOTICE.
- The Unit Price Proposal Tabulation Sheet is attached.
- The RFP specification states: "The resulting unit price contract for continuous services for three (3) years may be extended for additional terms, from one (1) through three (3) years in length each, for a total contract length not to exceed six (6) years. Extension terms are subject to mutual consent of the CITY and the CONTRACTOR."
- The bid specification includes a section titled Price Adjustment Provision for Unit Prices based on CPI Change that may be applied during one (1) extension of the contract. There is an additional provision that allows for semiannual adjustment for changes to fuel prices.

Based on historic contract usage and the areas cleaned, we anticipate that the first year cost of the contract will be approximately \$305,240.00 for the base beach cleaning (manual and mechanical) plus the manual and mechanical cleaning of the areas covered by Options 2-6.

RECOMMENDATION:

Award RFP No. 06-1718, "Oceanfront Cleaning - Continuous Services for 36 Months" to the highest ranked respondent, Beach Raker, LLC, and authorize the City Manager to extend the contract for up to an additional three years for a total contract length not to exceed six years.



City of
 Jacksonville Beach
 Property and
 Procurement Division
 1460A Shetter Avenue
 Jacksonville Beach
 FL 32250
 Phone: 904.247.6229
 Email: purchasing@jaxbchfl.net
www.jacksonvillebeach.org

This is the only recommendation notice you will receive. If there are other representatives in your firm working on this project, please forward to their attention.

RFP AWARD NOTICE

Date: October 1, 2018
 From: Luis F. Flores, Property and Procurement Officer
 RE: **RFP No. 06-1718 Oceanfront Cleaning - Continuous Services for 36 Months**

Recommendation will be presented to the City Manager and/or City Council for:

RFP Number: 06-1718
 Title: Oceanfront Cleaning - Continuous Services for 36 Months

Award to: **Beach Raker LLC**

Attached is the Selection Committee collective score summary.

In accordance with the procedures set forth in Section XII K., of the City of Jacksonville Beach Purchasing Manual, a written notice of intent to file a protest must be filed with the Property and Procurement Officer within three (3) business days, Monday through Friday, 8:00 AM – 4:00 PM, after receipt by the respondent of the RFP Award Notice from the Property and Procurement Officer.

If awarded, please do not proceed with any work prior to receiving an official City of Jacksonville Beach Purchase Order and/or Notice-to-Proceed letter.

We would like to thank each respondent for their submittal.

Luis F. Flores
 Luis F. Flores, Property and Procurement Officer
 1460A Shetter Avenue, Jacksonville Beach, FL 32250



Evaluation Committee Collective Score Sheet and Summary Notes

Scoring Scale:

	Points
1) Past record of beach cleaning experience with references	20
2) Local project office and project team	20
3) Mechanical equipment & experience using it	20
4) Beach Cleaning Plan	20
5) Cost	20

VENDOR	EVALUATION CRITERIA					TOTAL	RANK
	1	2	3	4	5		
Beachcombers North, Inc.	18.33	20	11.67	20	16.67	86.67	2
Beach Raker	20	15	18.33	18.33	20	91.66	1

Evaluation Criterion 1: Past record of beach cleaning experience with references – 20 points

A list plus brief description (with timeframe) of beach cleaning contracts and experience with customer references (municipal / private) with telephone number and location of experience. This is to be provided for:

- a. The proposing firm.
- b. The field supervisor.

VENDOR	COMMENTS	SCORE
Beachcombers North, Inc.	Provided required documentation, adequate experience, vendor qualified to perform work as solicited.	18.33
Beach Raker	Provided required documentation, wide-ranging municipal experience, vendor qualified to perform work as solicited.	20

Evaluation Criterion 2: Local project office and project team – 20 points

- a. Identify the address location of the project office for the local staff (in Duval County). The members of the project team, to include the field supervisor, shall be permanently assigned to and physically located at the local project office. *Routine / responsive face-to-face and telephonic interaction will be important in servicing the City's needs in performing this contract.*
- b. List firm's team members who will work on this continuous service contract. Provide brief bullets on education, certification and experience, which the firm deems important to this contract. Confirm that team members are permanently assigned and physically located in firm's local project office noted above.

VENDOR	COMMENTS	SCORE
Beachcombers North, Inc.	Vendor has a local office and provided information on team members.	20
Beach Raker	Vendor will establish a local office and hire local employees if selected for RFP.	15

Evaluation Criterion 3: Mechanical equipment & experience using it – 20 points

Provide list and picture(s) of equipment to be used on this contract. Provide video of specific mechanical beach cleaning equipment in operation with close-up footage. Have firm’s employees, who will work on this contract, operating the equipment. *The City reserves the right to require a demonstration at Jacksonville Beach. Again, firm’s employees, who will be working on this contract, shall be required to operate the equipment.*

VENDOR	COMMENTS	SCORE
Beachcombers North, Inc.	Provided a list of equipment to be used.	11.67
Beach Raker	Provided a list of equipment to be used; newer, wider selection of beach cleaning equipment.	18.33

Evaluation Criterion 4: Beach Cleaning Plan – 20 points

Provide concise written plan explaining how the firm will accomplish the specification **Base Items** detailed above.

VENDOR	COMMENTS	SCORE
Beachcombers North, Inc.	Comprehensive cleaning plan and approach.	20
Beach Raker	Solid cleaning plan.	18.33

Evaluation Criterion 5: Cost – 20 points

Provide unit prices and extended prices based on estimated quantities on the attached *Proposal Tender Form*.

VENDOR	COMMENTS	SCORE
Beachcombers North, Inc.	Highest combined base and option item pricing; lowest base item pricing.	16.67
Beach Raker	Best combined pricing of base and option items.	20

City of Jacksonville Beach, Unit Price Proposal Tabulation Sheet
RFP # 06-1718 - Oceanfront Cleaning Continuous Services for 36 Months

Streets Division
Public Works Department

BASE ITEMS	Estimated Quantity	Unit	Beachcombers North, Inc.		Beach Raker	
			Unit Price	Extended Price (Unit Price x Quantity)	Unit Price	Extended Price (Unit Price x Quantity)
Base Item 1: Manual Cleaning of the Beach.	52 Weeks	7 days per week	\$ 2,348.25	\$ 122,109.00	\$ 3,150.00	\$ 163,800.00
Base Item 2: Mechanical Cleaning of the Beach (Unit Price shall include pro rata share of up to 12 extra cleanings for seaweed / fish kill removals / other natural causes)	52 Weeks	1 day per week	\$ 736.25	\$ 38,285.00	\$ 700.00	\$ 36,400.00
GRAND TOTAL EXTENDED PRICE for ALL BASE ITEMS:			\$ 160,394.00		\$ 200,200.00	
OPTION ITEMS	Estimated Quantity	Unit	Unit Price	Extended Price (Unit Price x Quantity)	Unit Price	Extended Price (Unit Price x Quantity)
Option 1: Additional Mechanical Cleaning of the Beach in High Use Areas	52 Weeks	2 days per week	\$ 632.50	\$ 32,890.00	\$ 450.00	\$ 23,400.00
Option 2: Pier Public Parking Lot 1st. St. N. Between 4th & 5th Aves N.	52 Weeks	7 days per week	\$ 359.15	\$ 18,675.80	\$ 300.00	\$ 15,600.00
Option 3: Town Center & Adjacent Grassy Areas / , Adjacent 1st Street N., & City Hall Parking Lot	52 Weeks	7 days per week	\$ 419.00	\$ 21,788.00	\$ 300.00	\$ 15,600.00
Option 4: 3rd Avenue & 2nd Street North City Parking Lot & Adjacent Grassy Areas	52 Weeks	7 days per week	\$ 249.84	\$ 12,991.68	\$ 220.00	\$ 11,440.00
Option 5: Ocean Front Park & Adjacent Grassy Areas, Adjacent 1st Street S., & Ocean Front Parking Lot	52 Weeks	7 days per week	\$ 300.00	\$ 15,600.00	\$ 220.00	\$ 11,440.00
Option 6: Sea-Walk (Boardwalk) from Beach Blvd to 6th. Ave. N.	52 Weeks	7 days per week	\$ 598.57	\$ 31,125.64	\$ 500.00	\$ 26,000.00
Option 7: South Beach Park, South Beach Park Parking Lot, & Adjacent Grassy Areas	52 Weeks	7 days per week	\$ 749.00	\$ 38,948.00	\$ 300.00	\$ 15,600.00
Option 8: Gonzales Park, Adjacent Gonzales Park Parking Areas, & Adjacent Grassy Areas	52 Weeks	7 days per week	\$ 525.00	\$ 27,300.00	\$ 300.00	\$ 15,600.00
Option 9: Huguenot Park, Adjacent Huguenot Park Parking Areas, Adjacent Parking Lot east of Huguenot Park, & Adjacent Grassy Areas	52 Weeks	7 days per week	\$ 350.00	\$ 18,200.00	\$ 300.00	\$ 15,600.00
Option 10: Cradle Creek Preserve, Park Parking Area, & Adjacent Grassy Areas	52 Weeks	7 days per week	\$ 210.00	\$ 10,920.00	\$ 300.00	\$ 15,600.00
Option 11: Tall Pines Park & Adjacent Grassy Areas	52 Weeks	7 days per week	\$ 175.00	\$ 9,100.00	\$ 300.00	\$ 15,600.00
Option 12: Rotary Park, Park Parking Area, & Adjacent Grassy Areas	52 Weeks	7 days per week	\$ 210.00	\$ 10,920.00	\$ 300.00	\$ 15,600.00
Option 13: Paws Park, Adjacent Parking Lot, & Grassy Areas	52 Weeks	7 days per week	\$ 280.00	\$ 14,560.00	\$ 400.00	\$ 20,800.00
Option 14: Wingate Park, Adjacent Parking Areas, & Grassy Areas	52 Weeks	7 days per week	\$ 595.00	\$ 30,940.00	\$ 300.00	\$ 15,600.00
Option 15: Mechanical Cleaning: Vacuuming of Grassy Areas, Adjacent Rights-of-Way, of City Parks, and Parking Lots						
9A Option 2 Area: Pier Public Parking Lot 1st. St. N. Between 4th & 5th Aves N.	52 Weeks	1 day per week	\$ 59.85	\$ 3,112.20	\$ 60.00	\$ 3,120.00
9B Option 3 Area: Town Center & Adjacent Grassy Areas / , Adjacent 1st Street N., & City Hall Parking Lot	52 Weeks	1 day per week	\$ 119.71	\$ 6,224.92	\$ 120.00	\$ 6,240.00

Option 4 Area: 3rd Avenue & 2nd Street North City Parking Lot 9C & Adjacent Grassy Areas	52 Weeks	1 day per week	\$ 50.00	\$ 2,600.00	\$ 90.00	\$ 4,680.00
Option 5 Area: Ocean Front Park & Adjacent Grassy Areas / 9D Adjacent 1st Street S., & Ocean Front Parking Lot	52 Weeks	1 day per week	\$ 89.77	\$ 4,668.04	\$ 90.00	\$ 4,680.00
Option 6 Area: Sea-walk (Boardwalk) from Beach Blvd to 6th. 9E Ave. N.	52 Weeks	1 day per week	\$ 74.75	\$ 3,887.00	\$ 120.00	\$ 6,240.00
Option 7 Area: South Beach Park, South Beach Park Parking 9F Lot, & Adjacent Grassy Areas	52 Weeks	1 day per week	\$ 239.20	\$ 12,438.40	\$ 120.00	\$ 6,240.00
Option 8 Area: Gonzales Park, Adjacent Gonzales Park Parking 9G Areas, & Adjacent Grassy Areas	52 Weeks	1 day per week	\$ 119.71	\$ 6,224.92	\$ 120.00	\$ 6,240.00
Option 9 Area: Huguenot Park, Adjacent Huguenot Park 9H Parking Areas, Adjacent Parking Lot east of Huguenot Park, & Adjacent Grassy Areas	52 Weeks	1 day per week	\$ 119.71	\$ 6,224.92	\$ 120.00	\$ 6,240.00
Option 10 Area: Cradle Creek Preserve, Park Parking Area & 9I Adjacent Grassy Areas	52 Weeks	1 day per week	\$ 30.00	\$ 1,560.00	\$ 120.00	\$ 6,240.00
Option 11 Area: Tall Pines Park & Adjacent Grassy Areas 9J	52 Weeks	1 day per week	\$ 75.00	\$ 3,900.00	\$ 120.00	\$ 6,240.00
Option 12: Rotary Park, Park Parking Area, & Adjacent Grassy 9K Areas	52 Weeks	1 day per week	\$ 75.00	\$ 3,900.00	\$ 120.00	\$ 6,240.00
Option 13: Paws Park, Adjacent Parking Lot, & Grassy Areas 9L	52 Weeks	1 day per week	\$ 75.00	\$ 3,900.00	\$ 150.00	\$ 7,800.00
Option 14: Wingate Park, Adjacent Parking Areas, & Grassy 9M Areas	52 Weeks	1 day per week	\$ 100.00	\$ 5,200.00	\$ 120.00	\$ 6,240.00
GRAND TOTAL EXTENDED PRICE for ALL OPTION ITEMS: (from Pages 2 & 3)			\$ 357,799.52		\$ 309,920.00	
GRAND TOTAL EXTENDED PRICE for ALL BASE Items & ALL OPTION Items: (from Pages 2 & 3)			\$ 518,193.52		\$ 510,120.00	

City of

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MEMORANDUM

To: Karen Nelson, Deputy City Manager

From: Bill Mann, Planning and Development Director

Re: **Ordinance No. 2018-8112**, amending the text of Chapter 34. Land Development Code, Article II, Article IV, Article V, Article VI, Article VII, and Article VIII.

Date: October 23, 2018

ACTION REQUESTED:

Adopt Ordinance No. 2018-8112, amending Chapter 34. Land Development Code, Article II, Article IV, Article V, Article VI, Article VII, and Article VIII.

BACKGROUND:

Periodically, the text of the Land Development Code must be reviewed and amended to address needed updates and improvements. Staff has developed a list of amendments for consideration. Amendments are proposed to Articles II, IV, V, VI, VII, and VIII of Chapter 34 of the City of Jacksonville Beach Code of Ordinances. Changes are provided in underline addition/~~strike thru~~ deletion format in the attached ordinance. Proposed amendments are summarized below:

- **Typographical errors** are being corrected in Sections 34-177, 34-179, 34-346(d)(3), and 34-503(e).
- **Section 34-21(e)(1)** – Clarification that appeals of interpretations by the Planning and Development Director may be submitted by an applicant with “standing”, per the new definition of “standing”, and that appeals are made to the “Circuit Court of Duval County” instead of the “Board of Adjustment,” thereby taking an unreasonable burden off of that lay board.
- **Section 34-41** –Definitions are being amended or added for the following terms:
 - Artwork – remove size limitations for murals.
 - Carport – make consistent with Florida Building Code.
 - Driveway – new definition for clarification.



- Lot of record – new definition for clarification.
- Shopping Center – change from “two” to “three” separate stores.
- Standing – new definition for clarification.
- Walkway – new definition for clarification.
- **Section 34-93(b)** – Change the appointment term for alternates on the Board of Adjustment from “two” years to “four” years, consistent with other boards, and with terms for members.
- **Section 34-155(c)(2)b.** – Change “recommendation” to “report”.
- **Section 34-207** – Change “recommendation” to “report”, and adjust the time in which a staff report is to be provided to an applicant. Add that a staff report may contain suggestions for conditions of approval as applicable.
- **Section 34-222** – Change “recommendation” to “report”.
- **Section 34-283** – Add that a variance may not be requested for relief from maximum building height, residential density, or minimum lot area requirements. (Re-stating current regulations in an appropriate location.)
- Add “Essential public services,” as currently defined in the LDC, to the list of permitted uses in all residential zoning districts.
- Add “Single-family dwellings” to the list of permitted uses in multi-family zoning districts.
- In the *Residential, multiple-family: RM-1* zoning district (west of A1A), for townhouse dwellings, amend the separation requirement to no more than “four” townhouses in a row instead of “six”.
- **Section 34-345(b)(19)** – Technical correction for multi-family dwelling developments in *Central Business District: CBD* zoning, correctly referencing the CBD’s Site Design and Lot Layout Standards as being applicable to multifamily development in the CBD, in addition to the Sec. 34-340 density standards.
- **Section 34-373(a)(5) and (a)(6)** – Add a dimensional standard for wheel strips when used for required parking spaces or access to required parking spaces, and add a standard for bicycle parking areas in off-street parking lots containing 10 or more spaces.
- **Section 34-373(d)** – Add language to clarify that required paved driveways may cross certain property boundaries to connect to paved streets.
- **Section 34-373(f)** – Add language to clarify that vehicular access to required parking must also be paved.
- **Section 34-392(a)(1)** – Add a standard that air conditioning compressors can only be located in side yards that are at least seven and a half feet

wide, for safety reasons, and add a standard for sidewalks to be located at least three feet from any side property line.

- **Section 34-392(d)1.d.** – Change reference to the “Standard Swimming Pool Code” to the “Florida Building Code”.
- **Section 34-395** – Change “street lines” to “right-of-way lines” to clarify the definition of corner sight visibility triangles.
- **Section 34-999(e)(5)** – Add “websites” and “social media” to the list of prohibited locations where home occupations can advertise their home addresses, reflective of current technologies.
- **Section 34-444(25)** – Add that signs on fences or perimeter walls are prohibited (in addition to on trees and other vegetation).
- **Section 34-452** – Change “Division IV” to “this division” for clarification.
- **Section 34-504** – Change “development order for a development plan” to “application for development plan” for clarification.
- **Section 34-505** – Require five copies of a final plat application to be submitted instead of 10 copies, to reflect actual need.

The Planning Commission discussed the proposed amendments at their August 27, 2018 meeting. The application was continued to the October 22, 2018 meeting for final vote. The Planning Commission identified additional amendments that they would like to see incorporated into the proposed changes. The Planning Commission voted to recommend approval of the proposed amendments, with changes, to the City Council. In addition to a few non-content related corrections, the proposed changes recommended by the Planning Commission are as follows:

- **Section 34-207** – Add language to clarify that a copy of the staff report (for zoning atlas and code amendments) is due to the applicant no more than five working days after the report is completed.
- **Section 34-222** – Strengthen the language to read “consideration of the report from”, instead of simply “report from”.
- **Section 34-339(e)(4)g.** – Following the change to townhouses standards in *RM-1* zoning districts allowing no more than four townhouse units to be constructed in a row (in lieu of the current six), add language to state that “existing townhouse developments containing more than four contiguous units in existence or with approved construction permits on or before the effective date of this ordinance, may be completed, repaired, or rebuilt within the same building footprint, subject to any other applicable state, federal or local laws”.

RECOMMENDATION:

Adopt Ordinance No. 2018-8112, amending the Land Development Code to amend the text of Chapter 34, Article II, Article IV, Article V, Article VI, Article VII, and Article VIII, including the additional amendments recommended by the Planning Commission to include:

- **Section 34-207** – Add language to clarify that a copy of the staff report (for zoning atlas and code amendments) is due to the applicant no more than five working days after the report is completed.
- **Section 34-222** – Strengthen the language to read “consideration of the report from”, instead of simply “report from”.
- **Section 34-339(e)(4)g.** – Following the change to townhouses standards in *RM-1* zoning districts allowing no more than four townhouse units to be constructed in a row (in lieu of the current six), add language to state that “existing townhouse developments containing more than four contiguous units in existence or with approved construction permits on or before the effective date of this ordinance, may be completed, repaired, or rebuilt within the same building footprint, subject to any other applicable state, federal or local laws”.

Introduced by: _____
1st Reading: _____
2nd Reading: _____

ORDINANCE NO. 2018-8112

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 VARIOUS SECTIONS OF THE LAND DEVELOPMENT CODE, AND PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE:

WHEREAS, the City of Jacksonville Beach has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida; Chapters 163 & 166, Florida Statutes; and Section 381.986, Florida Statutes; and

WHEREAS, the City of Jacksonville Beach Land Development Code exists to establish comprehensive and consistent standards, regulations, and procedures for the review and approval of all proposed development of land in the City, and

WHEREAS, the City of Jacksonville Beach finds it necessary to periodically review and make amendments to the Land Development Code to make improvements; and

WHEREAS, the Jacksonville Beach Planning Commission, after notice and public hearing, has considered the ordinance and has presented its recommendation to the City Council;

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

SECTION 1. That Article II, Section 34-21 of the Land Development Code is hereby amended as follows¹:

Section 34-21. Interpretations.

(e) Appeal

(1) Within thirty (30) days after issuance of a written interpretation by the planning and development director, ~~the~~ an applicant with standing may

¹ (~~strikethrough~~ text indicates deletions, underline text indicates additions).
Ordinance No. 2018-8112

appeal the interpretation to the ~~board of adjustment~~ Circuit Court of Duval County, Florida.

SECTION 2. That Article IV. Definitions of the Land Development Code is hereby amended as follows²:

Section 34-41. General

Artwork means a two- or three-dimensional representation of a creative idea that is expressed in an art form but does not convey the name of the business or a commercial message. ~~If displayed as a two-dimensional representation on a flat surface, the same shall not exceed one-quarter (1/4) of the total surface area; however, if displayed on a flat surface oriented to a federal aid primary highway, the same shall not exceed one-half (1/2) of the total surface area.~~ All outdoor artwork shall conform to the maximum height restrictions in any particular zone in which it is located. All outdoor artwork shall also conform to any applicable building code and safety standards.

Carport means a roofed structure providing space for parking or storage of motor vehicles enclosed on not more than ~~three (3)~~ two (2) sides.

Driveway means a short private road that leads to a house or garage and maintained by an individual or group.

Lot of record means a lot that is part of a subdivision, the map or plat of which has been recorded in the office of the Duval County Clerk of Circuit Court, or a lot or parcel of land, the deed of which has been recorded in the office of the Duval County Clerk of Circuit Court.

Shopping Center means a group of three or more retail stores, service establishments or any other business not necessarily owned by one (1) person nor by a single land ownership ~~which~~ that is adjacent to and utilizing a common off-street parking area.

Standing means the ability of a party to demonstrate to the court or other decision-making body sufficient connection to and harm from the law, regulation, or action challenged to support that party's participation in a case or other legal process.

Walkway means any hard surfaced passage for walking and providing pedestrian access, often to a building or dwelling unit entrance, public sidewalk or driveway.

SECTION 3. That Article V. Decision Making and Administrative Bodies, Division 4 of the Land Development Code is hereby amended as follows²:

Section 34-93.

(b) Appointment. The board of adjustment shall be composed of five (5) members appointed by the city council. The city council shall also appoint two (2) alternate members, a first alternate and a second alternate. The alternates shall serve a ~~two~~ (2) four (4) year term. The alternate members shall vote only in the absence of regular members. The first alternate shall have priority to replace the first regular member who is absent.

SECTION 4. That Article VI. Development Review Procedures, of the Land Development Code is hereby amended as follows²:

DIVISION 1. – GENERAL APPLICABILITY

Section 34-155. Hearing procedures for applications for development permit

(c) Conduct of hearing

(2) Due order of proceedings. The body conducting the hearings may exclude testimony or evidence that it finds to be irrelevant, immaterial or unduly repetitious. The order of the proceedings shall be as follows:

a. The planning and development director shall present a narrative and graphic description of the application for development permit.

b. The planning and development director shall present a written and oral ~~recommendation report~~, including ~~the report of the planning and development director, if relevant~~ information concerning consistency with the Land Development Code and Comprehensive Plan, as applicable. This ~~recommendation report~~ shall address each factor required to be considered by the LDC prior to consideration of the application for development permit. The ~~recommendation report~~ of the planning and development director, ~~if relevant~~ shall be made available to the applicant at least three (3) working days prior to the public hearing.

c. The applicant shall present any information the applicant deems appropriate.

d. Public testimony shall be heard, first in favor of the proposal, then in opposition to it.

e. The planning and development director and city attorney may respond to any statement made by the applicant or any public comment.

f. The applicant may respond to any testimony or evidence presented by the city staff or public.

DIVISION 2. SITE SPECIFIC COMPREHENSIVE PLAN AMENDMENTS

Sec. 34-177. - Determination of sufficiency.

By the first Monday in April, the planning and development director shall determine if the application is sufficient. For a small scale development amendment accepted pursuant to section 34-176(b)(2), a sufficiency determination will be made within ten (10) working days of its submittal.

Sec. 34-179. Public hearings.

Amendments to the future land use map related to small scale developments adopted pursuant to section 34-176(b)(2) require only one public hearing before the local planning agency, followed one public hearing before the Jacksonville Beach city council, which shall be an adoption hearing as described in F.S. § 163.3184(7), and are not subject to the requirements of F.S. § 163.3184(3)-(6), unless the city council elects to have them subject to those requirements.

DIVISION 3. ZONING ATLAS AND CODE AMENDMENTS

Sec. 34-207. Review, and report. and recommendation.

Within ten (10) working days after the application is determined to be sufficient, the planning and development director shall review the application, and prepare a staff report ~~recommending approval, approval with conditions, or disapproval~~ based on the standards in Section 34-211(c). The report may also contain staff suggestions for conditions of approval, as may be applicable. The planning and development director shall mail a copy of the staff report ~~and recommendation~~ to the applicant ~~on the day the staff report is completed,~~ along with written notification of the time and place the application will be considered by the planning commission. The public hearing on the application shall be scheduled for the first available regularly scheduled planning commission meeting by which time the public notice requirements can be satisfied, or such time as is mutually agreed upon between the applicant and the planning and development director.

Sec. 34-222. Authority.

The planning commission, in accordance with the procedures, standards and limitations of this section, shall approve, approve with conditions, or deny an application for a development permit for a conditional use after ~~recommendation by~~ consideration of the report from the planning and development director.

Section 34-283. Authorized variances.

Variances shall only be granted from the dimensional standards of Article VII, the off-street parking or landscape standards of Article VIII, and the subdivision standards of the LDC, except that a height variance shall not be permitted in any zoning district. Variances shall not be granted to permit a use not generally allowed in the zoning district in which it is located. Variances may not be requested for relief from maximum building height, residential density or minimum lot area requirements.

SECTION 5. That Article VII. Zoning Districts, of the Land Development Code is hereby amended as follows³:

DIVISION 2. - ZONING DISTRICTS, PERMITTED USES, ACCESSORY USES, CONDITIONAL USES, DIMENSIONAL STANDARDS, OFF-STREET PARKING AND LOADING STANDARDS, SUPPLEMENTAL STANDARDS, LANDSCAPING STANDARDS, SIGN STANDARDS, AND ENVIRONMENTAL STANDARDS

Section 34-336. Residential, single-family: RS-1

(b) Permitted uses.

(3) Essential public services.

(d) Conditional uses.

~~(4) Essential public services.~~

~~(5) (4) Cemeteries~~

~~(6) (5) Government uses, excluding correctional institutions.~~

~~(7) (6) Golf courses. (Regulation golf courses only).~~

~~(8) (7) Public and private parks, playgrounds and recreational facilities. Private parks, playgrounds and recreational facilities shall be for the sole use of residents living in the area where such facilities are located, and shall not be used for commercial purposes.~~

Section 34-337. Residential, single-family: RS-2

(b) Permitted uses.

³ (~~strikethrough~~ text indicates deletions, underline text indicates additions).
Ordinance No. 2018-8112

(3) Essential public services.

(d) Conditional uses.

~~(5) Essential public services.~~

~~(6) (5) Cemeteries.~~

~~(7) (6) Government uses, excluding correctional institutions.~~

~~(8) (7) Golf courses. (Regulation golf courses only).~~

~~(9) (8) Child day care services, including kindergartens when operated on the same site as and in conjunction with a religious organization.~~

~~(10) (9) Public and private parks, playgrounds and recreational facilities. Private parks, playgrounds and recreational facilities shall be for the sole use of residents living in the area where such facilities are located, and shall not be used for commercial purposes.~~

Section 34-338. Residential, single-family: RS-3

(b) Permitted uses.

(5) Essential public services.

(d) Conditional uses.

~~(5) Essential public services.~~

~~(6) (5) Cemeteries.~~

~~(7) (6) Government uses, excluding correctional institutions.~~

~~(8) (7) Golf courses. (Regulation golf courses only).~~

~~(9) (8) Child day care services, including kindergartens when operated on the same site as and in conjunction with a religious organization.~~

~~(10) (9) Elderly-oriented group homes, group homes for the developmentally- or physically-disabled, or foster homes with more than six (6) and less than thirteen (13) residents.~~

~~(11) (10) Hospitals.~~

~~(12) (11) Nursing and personal care facilities.~~

~~(13)~~ (12) Civic, social and fraternal organizations.

~~(14)~~ (13) Public and private parks, playgrounds, and recreational facilities.

Sec. 34-339. - Residential, multiple-family: RM-1.

(b) Permitted uses.

(7) Essential public services.

(8) Single-family dwellings constructed in accordance with requirements set forth in section 34-338, residential, single family: RS-3.

(d) Conditional uses.

~~(10)~~ ~~Essential public services.~~

~~(11)~~ (10) Governmental uses, excluding correctional institutions.

~~(12)~~ ~~Single family dwellings constructed in accordance with requirements set forth in section 34-338, residential, single family: RS-3.~~

~~(13)~~ (11) Hospitals.

(14) (12) Business and professional offices as follows: Landscape architects, doctors, dentists, miscellaneous health offices and clinics; legal services; and engineering, architecture, accounting, research, management, and related services. Uses listed herein shall not exceed fifty thousand (50,000) square feet in gross floor area. Listed uses exceeding fifty thousand (50,000) square feet in gross area shall only be approved pursuant to section 34-348 planned unit development: PUD district standards and procedures.

~~(15)~~ (13) Financial institutions, insurance and real estate offices.

~~(16)~~ (14) Rooming and boarding houses.

~~(17)~~ (15) Nursing and personal care facilities.

~~(18)~~ (16) Child day care services.

~~(19)~~ (17) Adult day care services.

~~(20)~~ (18) Civic, social and fraternal organizations

~~(21)~~ (19) Community centers.

~~(22)~~ (20) Public parks, playgrounds and recreational facilities.

(e) Dimensional standards.

(4) Townhouse dwellings.

g. Separation: No more than ~~six (6)~~ four (4) townhouse units shall be constructed contiguous to each other without an open space separation of at least twenty (20) feet between structures.

Sec. 34-340. Residential, multiple-family: RM-2.

(b) Permitted uses.

(7) Essential public services.

(8) Single-family dwellings constructed in accordance with requirements set forth in section 34-338, residential, single family: RS-3.

(d) Conditional uses.

~~(10) Essential public services.~~

(11) (10) Governmental uses, excluding correctional institutions.

~~(12) Single family dwellings constructed in accordance with requirements set forth in section 34-338, residential, single family: RS-3.~~

~~(13)~~ (11) Hospitals.

~~(14)~~ (12) Business and professional offices as follows: Landscape architects, doctors, dentists, miscellaneous health offices and clinics; legal services; and engineering, architecture, accounting, research, management, and related services. Uses listed herein shall not exceed fifty thousand (50,000) square feet in gross floor area. Listed uses exceeding fifty thousand (50,000) square feet in gross floor area shall only be approved pursuant to section 34-348 planned unit development: PUD district standards and procedures.

~~(15)~~ (13) Financial institutions, insurance and real estate offices.

~~(16)~~ (14) Rooming and boarding houses.

- ~~(17)~~ (15) Nursing and personal care facilities.
- ~~(18)~~ (16) Child day care services.
- ~~(19)~~ (17) Adult day care services.
- ~~(20)~~ (18) Hotels and motels.
- ~~(21)~~ (19) Restaurants, excluding drive-ins.
- ~~(22)~~ (20) Private membership sports clubs and recreational facilities.
- ~~(23)~~ (21) Civic, social and fraternal organizations.
- ~~(24)~~ (22) Outdoor restaurants.
- ~~(25)~~ (23) Community centers.
- ~~(26)~~ (24) Public and private parks, playgrounds and recreational facilities.

Sec. 34-345. Central business district: CBD.

(b) Permitted uses.

(19) Multiple family dwellings, subject to Section 34-345(e) Site Design and Lot Layout Standards and also subject to the maximum density limitations of Section 34-340 residential multi-family, RM-2.

Sec. 34-346. Industrial district: I-1.

(d) Conditional uses.

(3) Processing and wholesale trade of scrap and waste materials, including junkyards, subject to section 34-4-4-25(d).

SECTION 6. That Article VIII. Site Development Standards, of the Land Development Code is hereby amended as follows⁴:

DIVISION 1. - PARKING AND LOADING STANDARDS

Sec. 34-373. Design standards.

(a) Spaces.

⁴ (~~struckthrough~~ text indicates deletions, underline text indicates additions).
Ordinance No. 2018-8112

(5) Wheel Strips: Seven (7) foot overall width, as measured from outside edge to outside edge of each strip, with each strip measuring at least eighteen (18) inches wide.

(6) Bicycle Parking: For off-street parking lots containing 10 or more spaces, one parking space may be converted to a bicycle parking area.

(d) *Parking area setbacks.* Off-street parking areas including driveways shall be located at least ten (10) feet from any corner and five (5) feet from any established right-of-way or property line, except as required to allow for vehicular access to and from a paved street, or unless otherwise stated in the LDC. Below ground parking garages on oceanfront lots are exempt from setback requirements, provided that they shall be constructed no closer than three (3) feet from any property line, shall be completely roofed and covered, and such roof or cover shall not be elevated more than six (6) inches above the crown of the abutting street.

(f) *Construction standards.* Off-street parking and loading areas and the vehicular access way thereto shall be paved, and as applicable, be striped, and landscaped. All landscaping shall be in accordance with section 34-425.

DIVISION 2. - SUPPLEMENTAL STANDARDS

Section 34-392, Accessory uses and structures

(a) *Setbacks.* Detached accessory structures shall observe the following setback requirements from adjacent property lines:

(1) *Generally.* Detached accessory structures excluding temporary structures may be located in a required rear yard but shall be no closer than five (5) feet from any interior lot line. Street side and front yard setbacks shall be maintained on corner lots for the full length and width of the lot. Air conditioning compressors or other equipment designed to serve the main structure may be located in any required side yard of 7.5 feet width or more, or in any rear yard, but shall not project more than three (3) feet into any required yard in a residential district. Walkways may connect to primary and/or detached accessory structures, driveways and public sidewalks, may be located in a required front, side or rear yard area, but shall be setback a minimum of three (3) feet yard from any side property line.

(d) *Pools.* Private swimming pools, as regulated herein, shall be any pool, lake or open tank located either above or below the existing finished grade of the site, not located within a completely enclosed building, and exceeding one hundred fifty (150) square feet in surface area and two (2) feet in depth, designed, used or intended to be used for swimming or bathing purposes.

1. General. A private swimming pool shall be allowed in any residential zoning district as an accessory use only if it fully complies with the following standards:

- d. The pool shall be constructed and enclosed in compliance with the requirements set forth in the ~~Standard Swimming Pool~~ Florida Building Code as adopted or amended by the City.

Sec. 34-395. Corner visibility.

On a corner lot in all zoning districts, no fence, wall, hedge, planting, or structure shall be erected, placed, planted, or allowed to grow in such a manner as to obstruct vision between a height of two and one-half (2 1/2) feet and eight (8) feet above the centerline grades of the intersecting streets in the area bounded by the ~~street~~ right-of-way lines of such corner lots and a line joining points along said ~~street~~ right-of-way lines twenty (20) feet from the point of intersection. In addition to these requirements, landscaping within sight visibility triangles shall be governed by the standards of section 34-425(h).

Sec. 34-399. Home occupations.

(e) *Standards*

- (5) *Advertising*. All newspaper, radio, TV, websites, social media, or telephone directory advertising of the home occupation cannot include the specific address of the home occupation use. Post office boxes are acceptable.

SECTION 7. That Article VIII. Division 4. – Sign Standards, of the Land Development Code is hereby amended as follows⁵:

Section 34-444. Prohibited signs.

- (25) Signs nailed, fastened, affixed to, or painted on any fence or perimeter property wall, or on any tree or part thereof (living or dead), or other vegetation.

Sec 34-452 Penalties for violation of this division ~~Division IV~~ shall be as provided in Section 34-640; however, notwithstanding anything in the LDC or in the Jacksonville ~~Beach Ordinance Code of Ordinances~~ to the contrary, a penalty for a violation of this division ~~Division IV~~ shall be limited to civil penalties only and shall not extend to any criminal penalty including but not limited to incarceration.

SECTION 8. That Article IX. Subdivision Standards, of the Land Development Code is hereby amended as follows⁵:

⁵ (~~strikethrough~~ text indicates deletions, underline text indicates additions).
Ordinance No. 2018-8112

Section 34-503. Concept plan for plat.

(e) *Decision by planning commission.* After receipt of the staff report on the application for concept plan for plat, the application shall be considered at the next available public hearing. At the public hearing the planning commission shall consider the application, staff report, and public testimony. After the close of the public hearing the planning commission shall approve, approve with conditions, or deny the concept plan for plat based on the standards in section ~~34-403(f)~~ 34-503(f).

Sec. 34-504. - Development plan for plat.

Within one (1) year of receipt of a concept plan for plat, ~~a development order for a development plan~~ an application for development plan for plat shall be submitted pursuant to the procedures and standards of section 34-251 et seq., or the concept plan for plat shall become null and void.

Sec. 34-505. - Final plat.

(b) *Contents of application.* ~~Ten (10)~~ Five (5) copies of the application shall be submitted in a form established by the planning and development director and made available to the public that contains the following information:

SECTION 9. That this ordinance shall take effect upon its adoption by the City Council.

SECTION 10. That if any section, subsection, clause or provision of this ordinance is held invalid, the remainder shall not be affected by such invalidity.

SECTION 11. All ordinances, resolutions, official determinations or parts thereof previously adopted or entered into by the City or any of its officials and that are in conflict with this ordinance are repealed to the extent inconsistent herewith.

AUTHENTICATED THIS _____ DAY OF _____, A.D., 2018.

William C. Latham, Mayor

Laurie Scott, City Clerk

City of

Jacksonville Beach

City Hall

11 North Third Street

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FL 32250

Phone: 904.247.6231

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www.jacksonvillebeach.org

MEMORANDUM

To: Karen Nelson, Deputy City Manager

From: Heather Ireland, Senior Planner

Re: **Ordinance 2018-8113**, adopting text amendments to the Jacksonville Beach 2030 Comprehensive Plan to add and update policies for, and adopt by reference the City's *Water Supply Facilities Work Plan*.

Date: October 22, 2018

ACTION REQUESTED:

Adopt Ordinance No. 2018-8113, adopting text amendments to the Jacksonville Beach 2030 Comprehensive Plan, as related to the required *Water Supply Facilities Work Plan*.

BACKGROUND:

In 2005, the Florida Legislature added requirements for water supply planning to Florida Statutes, Chapter 163, Part II, and Chapter 373, relating to Growth Management. Water supply assessments completed in 2010 identified the need to develop Regional Water Supply Plans throughout the State. Subsequently, the St. Johns River Water Management District and the Suwannee River Water Management District engaged in a collaborative public process to develop the North Florida Regional Water Supply Plan (The Plan) 2015-2035. The Plan was approved by both Districts' Governing Boards in January of 2017. The Plan includes Duval County, and as such, the City of Jacksonville Beach, and addresses water supply issues of the region and provides a framework to meet water needs of the area through 2035.

Florida Statutes Chapter 163 also requires local governments to prepare a Water Supply Facilities Work Plan (Work Plan) and to incorporate it by amendment into their comprehensive plans after final approval and adoption of a regional water supply plan, or update of an existing plan. The required Work Plan must cover at least a 10-year planning period and identify water supply facilities, water supply projects, and conservation and reuse activities needed to meet the projected future water demands of the community.



The Planning and Development Department with assistance from the Public Works Water Plant Division prepared a proposed Work Plan and transmitted all required documents to the State and other reviewing agencies for review and approval. In addition to the Work Plan, staff also prepared both amended and new Comprehensive Plan policies required to support this effort.

The City's Water Supply Facilities Work Plan consists of a brief history of water supply planning, background information on the North Florida Regional Water Supply Plan, details on city water supply facilities, historic and projected future water demand, water conservation and reuse efforts, and future proposed capital improvement projects related to water supply. The Work Plan data and analysis demonstrates that water supply sources and infrastructure are adequate to serve the water supply needs of the City for the 10-year planning period. This is based on projected demand due to small population increases related to the City's permitted water supply capacity. The transmittal Resolution along with a copy of the Work Plan are provided.

In addition to the required Work Plan, proposed Comprehensive Plan policies have been prepared to address the statutory requirements for local water supply planning. These proposed policies include:

- The City shall maintain a Water Supply Facilities Work Plan that is coordinated with the St. Johns River Water Management District's (SJRWMD) North Florida Regional Water Supply Plan (NFRWSP).
- The City shall continue to implement its Water Conservation Plan submitted to the St. Johns River Water Management District (SJRWMD) as part of the City' consumptive use permitting process.
- In accordance with Florida Statutes for water supply planning, the City shall cooperate with the St. Johns River Water Management District (SJRWMD) in the evaluation and updates of applicable data and analysis of current and project water needs for at least a 10-year period.
- The City shall implement water conservation, use, and supply protection programs consistent with the St. Johns River Water Management District (SJRWMD) Plans and the City's Water Supply Facilities Work Plan.

The Water Plan and proposed amendments to the City's 2010 Comprehensive Plan policies were reviewed and considered by the Planning Commission on August 13, 2018. The Planning Commission recommended unanimously that City Council approve the transmittal of the proposed amendments to the State for review and approval. City council voted to transmit the proposed amendments to the State for review on September 4, 2018. The amendment package was sent to

the State for review on September 5, 2018. Staff has received all review comments back from reviewing agencies and is ready to proceed with adoption.

RECOMMENDATION:

Adopt Ordinance No. 2018-8113, adopting text amendments to the Jacksonville Beach 2030 Comprehensive Plan, as related to the required *Water Supply Facilities Work Plan*.

Introduced by: _____
1st Reading: _____
2nd Reading: _____

ORDINANCE NO. 2018-8113

AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA ADOPTING AMENDMENTS TO THE JACKSONVILLE BEACH 2030 COMPREHENSIVE PLAN FOR THE PURPOSE OF ADOPTING THE 10-YEAR WATER SUPPLY FACILITIES WORK PLAN, IN ORDER TO COMPLY WITH CHAPTER 163.3177(6)(C)3, FLORIDA STATUTES, AMENDING THE POTABLE WATER SUB-ELEMENT, CONSERVATION ELEMENT, AND INTERGOVERNMENTAL COORDINATION ELEMENT OF THE COMPREHENSIVE PLAN, ESTABLISHING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Jacksonville Beach City Council adopted a Comprehensive Plan for the City by Ordinance No. 7474; and

WHEREAS, pursuant to the provisions of Chapter 163, Part II, Florida Statutes, the City of Jacksonville Beach is required to amend the Comprehensive Plan to include a 10-year Water Supply Facilities Work Plan addressing potable water facilities necessary to serve existing and future projected development; and

WHEREAS, the City initiated an amendment to the 2030 Comprehensive Plan in order to incorporate the 10-year Water Supply Facilities Work Plan by reference into in the Comprehensive Plan, and to add new and amend existing policies in the Potable Water Sub-Element, Conservation Element, and Intergovernmental Coordination Element for the purposes of implementing said 10-year Water Supply Facilities Work Plan; and

WHEREAS, Section 163.3184, Florida Statutes, provides that a local government shall, following an advertised public hearing, transmit by affirmative vote of not less than a majority of the members of the governing body present at the hearing, proposed comprehensive plan amendments to the applicable reviewing agencies and local governments; and

WHEREAS, on August 13, 2018, the City of Jacksonville Beach Planning Commission, acting as the Local Planning Agency at an advertised public hearing, unanimously recommended transmittal of the amendments to the Florida Department of Community Affairs.

WHEREAS, on September 4, 2018 the Jacksonville Beach City Council tentatively adopted an amendment to the 2030 Comprehensive Plan, Application PC #21-18, and transmitted same for review by the Florida Department of Economic Opportunity (DEO) and other State agencies; and

WHEREAS, The application has been reviewed and the changes proposed therein are deemed to be consistent with the overall adopted 2030 Comprehensive Plan, and the City has been instructed by the DEO that it may proceed with the adoption of the proposed Comprehensive Plan Text amendments.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF JACKSONVILLE BEACH AS FOLLOWS:

SECTION 1. That the proposed amendments to the 2030 Comprehensive Plan, as set forth in "Exhibit A" to this Ordinance, are hereby approved.

SECTION 2. If any provision or portion of this amendment is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions or portions of this amendment shall remain in full force and effect.

SECTION 3. This amendment shall take effect on the forty-sixth day following its adoption, in accordance with the law.

AUTHENTICATED THIS _____ DAY OF _____, 2018.

William C. Latham, MAYOR

Laurie Scott, CITY CLERK

Proposed Comprehensive Plan Amendments

The following are new and/or modified policies and objectives required in conjunction with the adoption of a Water Supply Facilities Work Plan and its incorporation into the 2030 Comprehensive Plan for the City of Jacksonville Beach.

Potable Water Sub-element

Policy PW.1.1.7

The City of Jacksonville Beach Water Supply Facilities Work Plan (2018-2035) is hereby adopted by reference.

Policy PW.1.1.8

The City shall maintain a Water Supply Facilities Work Plan that is coordinated with the St. Johns River Water Management District's (SJRWMD) North Florida Regional Water Supply Plan (NFRWSP). Within 18 months of adoption of any subsequently updated North Florida Regional Water Supply Plan, the City shall update its Water Supply Facilities Work Plan and related comprehensive plan policies as necessary.

Policy PW.1.1.9

The City shall continue to implement its Water Conservation Plan submitted to the St. Johns River Water Management District (SJRWMD) as part of the City's consumptive use permitting process.

Policy PW.1.2.4

Maintain existing elevated potable water supply tanks.

Conservation Element

Objective CO.1.7

The City shall protect ground water resources.

Policy CO.1.7.1

In accordance with Florida Statutes for water supply planning, the City shall cooperate with the St. Johns River Water Management District (SJRWMD) in the evaluation and updates of applicable data and analysis of current and project water needs for at least a 10-year period, initiate Comprehensive Plan Amendments, and update the City's Water Supply Facilities Work Plan as necessary.

Policy CO.1.7.2

The City shall implement water conservation, use, and supply protection programs consistent with the St. Johns River Water Management District (SJRWMD) Plans and the City's Water Supply Facilities Work Plan.

Intergovernmental Coordination Element

Policy IG.1.4.1 (*existing, to be modified*)

The City will participate in the development of updates to the St. Johns River Water Management District's (SJRWMD) ~~Water Supply Assessment and District Water Supply Plan~~ North Florida Regional Water Supply Plan and in other water supply development related initiatives facilitated by the SJRWMD that affect the City. The City will also coordinate with the SJRWMD on issues including, but not limited to, water conservation, storm water runoff and effluent re-use.

City of Jacksonville Beach, Florida

10-Year Water Supply Facilities Work Plan

(2018 – 2035)

Prepared by:

Planning and Development Department
11 North 3rd Street
Jacksonville Beach, FL 32250
(904) 247-6231

August 14, 2018

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Introduction

The Florida Legislature via Chapters 163 and 373 Florida Statutes (F.S.) established a link between regional water supply plans prepared by water management districts and local government comprehensive plans. Water Management Districts are required by Florida Statutes to prepare a water supply plan for a 20-year planning period in order to ensure that existing water sources are adequate to meet projected water demand. Local governments within a regional water supply planning area are required to develop a 10-year water supply facilities work plan to ensure that adequate water supply is available to meet future demands. Work plans must include a 10-year planning period, identification of water supply facilities, and identification of capital improvement projects required to provide for projected water demands. Local governments are also required to update their comprehensive plans to review goals, objective and policies as needed, to reflect the water supply facilities work plan.

The City of Jacksonville Beach falls within the boundaries of the St. Johns River Water Management District (SJRWMD). In January of 2017, the respective governing boards of the St. Johns River and Suwanee River Water Management Districts approved the North Florida Regional Water Supply Plan (NFRWSP). The NFRWSP plan is the first ever regional water supply plan for the 14 North Florida counties. The NFRWSP area encompasses all of Duval County and therefore the City of Jacksonville Beach. The data and analysis provided herein is to support the requirement for the City to develop a water supply facilities work plan that is consistent with the NFRWSP.

This Work Plan addresses the planning period of 2018-2035. The work plan is adopted by reference into the City's Comprehensive Plan by Policy PW.1.1.7, and , in accordance with Policy PW.1.1.8 will be updated every time the water management district governing board approves an updated regional water supply plan that affects the City. This is the first water supply facilities work plan developed for the City of Jacksonville Beach.

Background

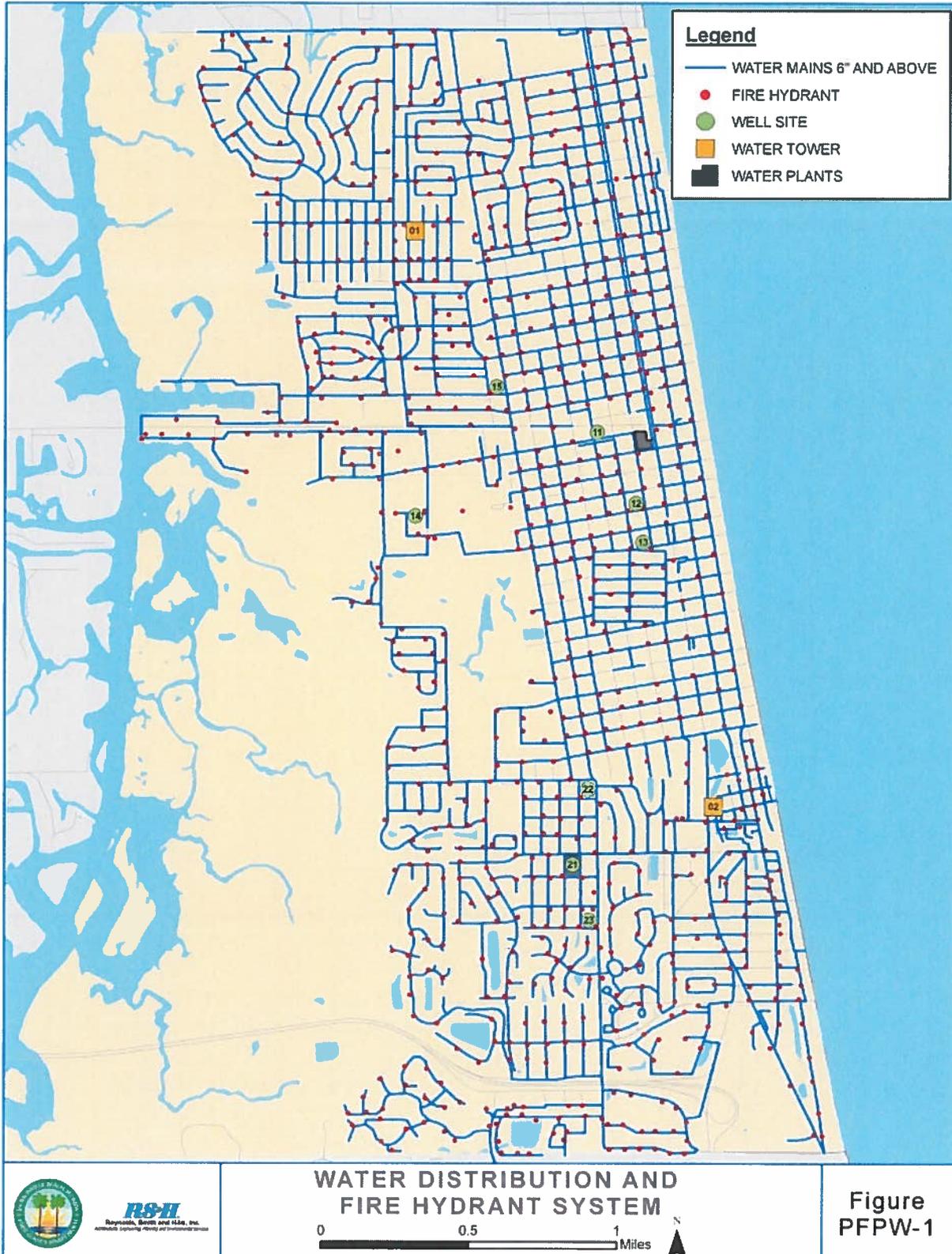
The City of Jacksonville Beach is located on a barrier island in eastern Duval County and is bordered by the Intracoastal Waterway on the west and the Atlantic Ocean on the east. The University of Florida Bureau of Economic and Business Research (BEBR) provided a 2017 population estimate for the City of Jacksonville Beach of 23,503. This is an increase of 2,140 from the 2010 Census. Future population growth in Jacksonville Beach is expected to be minimal, as the majority of the City is built out, and opportunities for future population growth exist mainly through infill and redevelopment.

Data and Analysis

Potable Water System Service Area

The City provides potable water to customers within the City's corporate limits. The Public Works Department operates and maintains the public water supply, treatment, and distribution systems located within the city limits. Extraterritorial water service is not provided from the Public Water System (PWS). However, there is an interconnection with the City of Neptune Beach's water system to the north, under an informal mutual aid agreement between the two cities.

Map 1: Public Water Supply System Map



Source: 2030 Comprehensive Plan-City of Jacksonville Beach

Existing Potable Facilities

The Public Water System (PWS) is composed of six source water supply wells, two water treatment plants (WTPs), four ground storage tanks, two elevated storage tanks and a potable water distribution system. There are four private wells in the City that provide potable drinking water to four individual users. There are no current plans for the private potable water users to connect to City water, and significant additional water usage from these wells is not expected.

Source

The Public Water System withdraws groundwater from the Floridan Aquifer, which is then treated and delivered to customers. Each Water Treatment Plant (WTP) has a dedicated wellfield which consists of three wells. Each of the wells is located within a one half mile radius of its respective treatment plant. One well at WTP #1 is 1,200 feet deep, while the other two wells are 900 feet deep, and the three wells at WTP #2 are approximately 900 feet deep.

To protect its potable water source, the City's comprehensive plan contains the following water source protection policies:

- Wellhead protection zone requirements (Policy LU.1.4.13)
- Limits on petroleum storage tanks and other activities (Policy LU1.4.14)
- Salt water intrusion monitoring (Policy PW 1.1.4)
- Septic tank removal/abandonment (Policy WM.1.4.2)

Storage

Each Water Treatment Plant (WTP) has two 500,000 gallon ground storage tanks, for a combined capacity of 1.0 million gallons per facility. Additionally, two elevated storage tanks maintain pressure in the distribution system and provide additional water storage for the distribution system. The North Elevated Storage Tank was constructed in 1959 with a capacity of 250,000 gallons. The tank is 110 feet high with an overflow elevation at 130 feet above sea level. The South Elevated Storage Tank was constructed in 1950 with a capacity of 200,000 gallons. This tank is 120 feet high with an overflow elevation at 128 feet above sea level.

Treatment

Both Water Treatment Plants (WTPs) use a similar process which involves aeration, disinfection, and retention to treat potable water. The wells pump raw water to each facility, where the water is aerated through fiberglass tray aerators to remove hydrogen sulfide. WTP #1 has two aerators, each with a capacity of 5,000 gallons per minute (gpm), and WTP #2 is equipped with two 3,500 gpm aerators.

Following aeration, the water is held in concrete ground storage tanks at each WTP site and is disinfected prior to distribution. Gaseous chlorine, stored in 1-ton cylinders, is used for disinfection through two 100-lb chlorinators at each treatment facility. High service pumps at each WTP pump finished water from the tanks into the potable water distribution system.

Improvements to WTP #1 & 2 in 1990 / 1991 included replacing the main operations building, installing vertical turbine pumps for the wells at WTP#2, and replacing or upgrading the majority of the instrumentation and control equipment for the entire plant and raw water supply system. In 2002,

improvements to WTP #1's raw water supply included two new replacement wells and a two compartment ground storage tank. The third replacement well for WTP#1 is scheduled to be installed in 2020. A new maintenance facility was constructed at WTP #2 in 2015.

Table 1: Potable Water System Components

Table 1 – Potable Water System Components			
System Component	Location	Rated Capacity	Actual Capacity
WATER PUMPING AND TREATMENT			
Water Treatment Plant #1	337 1 st Avenue South	4.2 mgd	4.2 mgd
Well #011 (to be abandoned)	590 Shetter Avenue	1,100 gpm	1,465 gpm
Well #014	381 South Penman Road	2,000 gpm	1,250 gpm
Well #015	1005-1 2 nd Avenue North	2,000 gpm	1,835 gpm
Well #016 (schedule for 2020)	8 th Ave North and 11 th Street North	TBD	TBD
Water Treatment Plant #2			
Water Treatment Plant #2	1050 Osceola Avenue	2.8 mgd	2.8 mgd
Well #021	1050 Osceola avenue	1,800 gpm	1,770 gpm
Well #022	1706 South Beach Parkway	1,600 gpm	1,726 gpm
Well #023	2771 Pullian Street	1,600 gpm	1,726 gpm
GROUND STORAGE TANKS			
Water Treatment Plant #1	337 1 st Avenue South	1.0 mg	1.0 mg
Water Treatment Plant #2	100 Osceola Avenue	1.0 mg	1.0 mg
ELEVATED STORAGE TANKS			
North	1320 11 th Avenue North	0.25 mg	0.25 mg
South	2120 22 nd Avenue South	0.20 mg	0.20 mg
WATER STORAGE FACILITIES			
DISTRIBUTION SYSTEM			
Water Mains		Throughout the City	~109 miles

Distribution

Each WTP is equipped with three high service pumps, plus an additional fire flow pump, to maintain adequate water pressure in the distribution system. New fire pumps were added at WTP #1 and WTP #2 in 1991. The distribution system provides both potable water and fire suppression water to customers within the city limits, as shown in Map 1. All water services are metered except for fire line water services.

The distribution system consists of piping which ranges in size from 2-inch to 16-inch in diameter. A combination of 8-inch and 12-inch water mains form a loop around the perimeter of the City, which adds to the system's reliability. The age of the major distribution water mains vary from approximately 2 to 60 years old. The pipe materials consist of galvanized steel, cast iron, asbestos-cement, and PVC (typical of newer construction).

The Public Works Distribution and Collection Division operates and maintains 109 miles of water mains, 85 miles of gravity sewer mains, 18 miles of sewer force mains, 1,990 sewer manholes, 900 fire hydrants, 2,652 water valves, 11,040 water services, and 9,366 sewer services.

Consumptive Use Permit

The City's potable water system operates under SJRWMD Consumptive Use Permit (CUP) #793, issued on April 10, 2013. The permit expires on April 9, 2033.

Pursuant to the CUP, maximum annual groundwater withdrawals from the Upper and Lower Floridan aquifer for public supply use (household, commercial / industrial use, water utility, essential (fire protection) and unaccounted, must not exceed:

Table 2: Maximum Annual Ground Water Withdraws per the Consumptive Use Permit

Gallons in Millions	Year
993.782	2013
1,001.577	2014
1,009.410	2015
1,012.800	2016
1,016.151	2017
1,019.541	2018
1,022.892	2019
1,026.282	2020
1,026.733	2021
1,027.185	2022
1,027.637	2023
1,028.089	2024
1,028.541	2025
1,028.654	2026
1,028.767	2027
1,028.880	2028
1,028.993	2029
1,029.106	2030
1,029.144	2031
1,029.181	2032
1,029.181	2033

Source: SJRWMD Consumptive Use Permit (CUP) #793

Capacity, Supply and Demand Analysis and Projections

Water Supply Capacity

A total of six wells comprise the raw water supply infrastructure for the City of Jacksonville Beach. The Jacksonville Beach PWS's operating capacity of 7.0 mgd is sufficient to meet the water needs of the City well beyond the period for this plan.

According to St. Johns River Water Management District, Jacksonville Beach is not identified as an area with source water shortages through the year 2025. Their findings indicate that Jacksonville Beach may continue pumping from the Floridan aquifer as their source. However, there is no alternative source water identified for Jacksonville Beach, and it is stressed by SJRWMD that Jacksonville Beach, and all other municipalities, maximize the amount of reuse and stormwater resources to recharge the aquifer.

Water Demand

Water production for the Public Water System has not changed considerably over the past 10 years (2007-2017), averaging approximately 2.5 million gallons per day (mgd). The table below summarizes the annual average daily flow (AADF) of finished water produced over the past 10 years.

Table 3: Historical Water Use (2007 – 2017)

Year	Historical Water Use (MGD AADF)	Population
2007	2.643	22,361
2008	2.465	23,413
2009	2.419	24,466
2010	2.448	25,518
2011	2.503	25,518
2012	2.420	25,518
2013	2.352	25,518
2014	2.367	25,518
2015	2.528	25,518
2016	2.704	25,518
2017	2.540	25,518

Source: City of Jacksonville Beach and SJRWMD

The NFRWSP (2015-2035) contains population and water demand projections for the City that remain constant for its entire 20-year planning period (i.e., 25,518 and 2.48 mgd). However, the City coordinated with SJRWMD in 2018 to obtain updated projections that address an alternative scenario for some growth in population and water demand. Table 4 contains the updated population and water demand projections from SJRWMD, and the corresponding year’s CUP allocation. Table 4 shows the City has adequate water supply to meet projected demand through 2035.

Table 4: Projected Water Use (2018 – 2032)

Year	Project Water Use (MGD AADF)	Population	CUP Allocation (mgd)
2020	2.577	26,318	2.812
2025	2.655	27,118	2.818
2030	2.733	27,919	2.819
2035	2.812	28,719	2.820

Source: City of Jacksonville Beach and SJRWMD

Impact of Water System on Surface and Ground Water

Water supply is from deep wells into the Floridan aquifer; no surface water is used for water supply.

Reclaimed Water and Water Conservation

Reclaimed Water

The Public Works Department operates the only reclaimed water provider within the city, with a permitted capacity of 4.5 mgd, of which approximately .75 mgd is treated for public access reuse. Reclaimed water is currently being utilized to irrigate portions of the Jacksonville Beach Golf Course,

several football and baseball fields, the landscaped areas of the Police Station and Public Works Operation and Maintenance buildings, Pollution Control Plant, as well as Beach Boulevard, South Beach Parkway and Jacksonville Drive landscaped medians. Total water reuse during the 2016-2017 reporting period was 0.6386 million gallons day (mgd) average. Non-reused effluent is discharged into a force main that is shared with the cities of Neptune Beach and Atlantic Beach, and which discharges into the St. Johns River, near Mayport.

Water Conservation

In 2013 the City of Jacksonville Beach prepared a Water Conservation Plan in coordination with its CUP. The plan identified a significant decrease in the daily water usage for the City of Jacksonville Beach. This was attributed to several factors that include: water production audits, meter survey and change out program, leak detection program, reuse and reclaimed water usage, public education, rate increases, and policy based conservation.

The plan concluded that the various efforts and combined programs served to enhance water conservation efforts. While some programs may not be carried into the future, the City will continue to use best management practices to implement appropriate and effective water conservation measures and programs to decrease overall water usage.

In addition, the City's comprehensive plan Aquifer Recharge and Potable Water Subelements contain other water conservation measures including the following:

- Enforcement of water usage standards in plumbing fixtures (Policy AR.1.1.1)
- Xeric landscape techniques (Policy AR.1.1.2)
- Coordination on local and regional water conservation efforts (Policy AR 1.1.3)
- Water Conservation Plan implementation (PW.1.1.9)

NFRWSP Coordination

In accordance with Section 163.3177(g)(h), Florida Statutes, the City ensures coordination of its comprehensive plan with SJRWMD's NFRWSP. Policy PW.1.1.8 contains enabling language to ensure maintenance of the City's water supply facilities work plan in coordination with the NFRWSP. In addition, Policy IG.1.4.1 contains enabling language relative to the City monitoring and participating in SJRWMD water supply planning activities that affect the city.

The NFRWSP 2015-2035 identified two project options relative to the City of Jacksonville Beach:

- Jacksonville Beach Water & Sewer Main Extension
- Jacksonville Beach Advanced Metering Infrastructure

Policy PW.1.1.10 contains enabling language related to these two project options. These projects are currently being implemented by the City and are projected to be funded during the 2018-2022 capital improvements period.

Capital Improvement Projects

The Water Plant Division operates and maintains the City’s water system. The water system has a total capacity to produce 7.0 million gallons of water per day. No Water Treatment Plant capacity-related capital improvements are necessary during the planning period. There will however be certain capital improvements related to normal system maintenance and operation. Below are a list of capital projects intended to support the mission of the Water Plant Division:

Table 5: Water Plant Division Capital Improvement Projects (2018-2022)

Project Type	Project Description	Estimated Cost
Capital Outlay	New raw water well	\$900,000
Capital Outlay	Upgrade telemetry at Water Plant #2	\$80,000
Capital Outlay	South Elevated Tank exterior renovation	\$165,000
Operating	Annual elevated tank maintenance program	\$35,000
Operating	Environmental sampling and analytical lab services	\$30,000

Table 6: Distribution and Collection Division Capital Improvement Projects (2018-2022)

Project Type	Project Description	Estimated Cost
Capital Outlay	Phase E water main replacement-various locations	\$500,000
Capital Outlay	Phase F water main replacement-various locations	\$75,000
Capital Outlay	Design of 10 th Street S water, sewer and stormwater improvements	\$115,000
Operating	Water valve maintenance program	\$25,000