



City of Jacksonville Beach

Workshop Meeting Agenda

Community Redevelopment Agency

11 North Third Street
Jacksonville Beach, Florida

Wednesday, October 18, 2023

3:00 PM

Council Chambers

MEMORANDUM TO:

Members of the City of Jacksonville Beach Community Redevelopment Agency

The following Agenda of Business has been prepared for consideration at a Workshop Meeting of the Community Redevelopment Agency:

CALL TO ORDER

ROLL CALL

ITEMS FOR DISCUSSION

- A. Downtown Maintenance - Contracted Service Discussion
- B. FY 2024 Art Master Plan Projects
- C. Construction Fencing
- D. Future Workshop Topics and Date Changes

ADJOURNMENT

NOTICE

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 no later than one business day before the meeting or by sending an e-mail to CityClerk@jaxbchfl.net.

In accordance with Section 286.0114, Florida Statutes, any member of the public can attend a public hearing and can be heard on any matter presented before the Agency. Anyone who wishes to provide live public comment should complete a "Speaker Request Card" and submit it 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. Speakers will be called to address the Agency when specified items are under consideration and will be limited to a maximum of three minutes or less, at the discretion of the presiding officer.

Alternatively, written public comment can be submitted in advance and must include the following: (1) First Name, (2) Last Name, (3) Address, (4) Public Hearing Date, (5) Specific Agenda Item(s), and (6) Comments. Written public comments may be submitted by one of the following options: (1) Email to the Agency Administrator at planning@jaxbchfl.net, (2) Postal mail to Community Redevelopment Agency Administrator - Public Comment, 11 3rd Street North, Jacksonville Beach, FL 32250, or (3) Drop off in-person to Planning and Development at City Hall. Written comments that include all required information and

are received 24 hours in advance of the meeting will be distributed to the Agency and attached to the related agenda item before the start of the meeting. Written public comments will be read into the record at the appropriate time and will be limited to three minutes of reading time. All comments received are public record.

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.

cc: City Manager; City Attorney



CRA AGENDA ITEM	
TO:	Community Redevelopment Agency Members
FROM:	Taylor Mobbs, CRA Coordinator
DATE:	09/29/2023
SUBJECT:	Downtown Maintenance

BACKGROUND

At the CRA meeting on September 25, 2023, staff provided the agency with the documents attached to this memo. These documents were staff's interpretation of the intent of the CRA requested handyman position. Staff is requesting feedback, clarification, and any additional information regarding the desire behind this position at this meeting. Staff will work internally with various departments to determine the best path forward to initiate the process for contracting the services requested.

FINANCIAL IMPACT

The financial impact of this contracted service will be determined upon completion of the scope of work.

REQUESTED ACTION

Staff requests the agency come to consensus on the intent of the additional maintenance work in the downtown, and provide staff with direction to seek out a contractor to provide those services.

ATTACHMENTS

1. Description
2. Staff Goals

“Downtown Clean Team”:

The Downtown Clean Team will address the need to provide block-by-block, controlled, public area maintenance within the downtown CRA area. The focus is to enhance the public areas in the downtown district to a level that improves the experiences of residents and visitors. The “downtown clean team” will provide the agency with the following services on a monthly basis:

- Weekly monitoring and logging of trash overflow in the downtown
- Landscape maintenance assistance for all of the landscaped areas in the downtown district
 - Reporting of which landscaped areas need maintenance, what that maintenance required, and detailed reports of the maintenance performed
- Assist with litter control
- Monitoring the cleanliness of public restrooms in the district
- Graffiti mitigation
- Reporting acts of vandalism
- Reporting any major cosmetic issues within the district
- Reporting any safety hazards in a timely fashion
- Monitors and assists in the maintenance of irrigation systems
- Trims and cleans flower beds as needed
- Removal of foreign objects in flower beds

Contractor shall provide a baseline landscape evaluation and assessment prior to beginning work. This will include:

- Photo documentation to illustrate the existing conditions and help staff to establish benchmarks so improvements can be clearly measured
- Inventory of plant material
- Evaluation of existing irrigation system
- Inventory of any damage areas

Based on this baseline, Contractor shall prepare and present a detailed report 6 months after beginning work on the baseline status vs. present day status, and clearly document the hours and efforts that went into making these improvements.

This contractor is **required** to work closely with our Parks and recreation staff, public works staff, and CRA staff to ensure projects are being done in regards to City policies and guidelines, and with the direction of the appropriate City department.

Goals for Kickoff Meeting (staff):

- Clearly establish expectations using specifications to be included in the contract
- Establish a clear communication process (emergencies, reporting, etc)
- Present operation schedule
- Identify all special situations, issues, areas and processes (example: cleaning up post festival)
- Document a process for scope of work (PO, sign-off, billing, payment schedule etc)
- Clearly define emergency call process
- Set short-term improvement goals, with clear benchmarks
- Benchmark existing conditions and areas for improvement
- Coordinate with parks and rec staff, and pw staff, as needed



CRA AGENDA ITEM	
TO:	Community Redevelopment Agency
FROM:	Taylor Mobbs, CRA Coordinator
DATE:	09/29/2023
SUBJECT:	FY 24 Public Art Master Plan Projects

BACKGROUND

As part of the Downtown Action Plan, funding for FY 2024 was approved for the continued implementation of the Public Art Master Plan.

This plan has an FY24 budget of \$300,000.00.

Staff has discussed the following projects with the art committee, and plan to move these projects forward in FY24:

- "branding" sculpture project (sea turtle won the majority vote by the public)
- Murals on the restroom facilities in the downtown (local artist project)
- Mural on the relocated pier parking lot dumpster
- Pier entryway sculpture

FINANCIAL IMPACT

Each projects final cost to be determined at a later date.

REQUESTED ACTION

No action requested at this time.

ATTACHMENTS

1. FY 2024 Public Art Projects

FY 2024 Public Art Projects

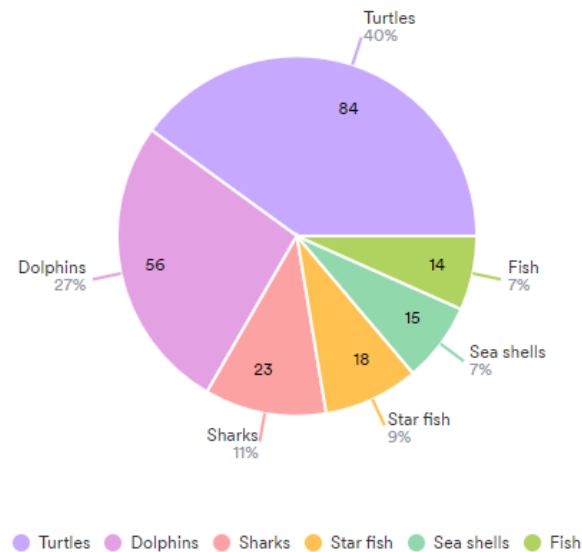
CRA Workshop 10/18/2023

FY2024 Art Master Plan

- \$300,000.00 in the budget for FY24
- Projects Planned:
 - Sea Life in the City Sculpture project
 - Murals – Downtown bathrooms and dumpster enclosure at pier
 - Entrance piece to Pier

“Branding” Sculpture Project

- A survey was conducted with the public to determine “what sea life they wanted to see in the downtown district”
- Turtles won, with dolphins and sharks coming in 2nd and 3rd



“Branding” sculpture project examples:

- Fernandina Beach – “Shrimp”



- Athens, GA – “Bulldogs”



- South Padre Island – “Turtles”



“Sea life in the City”

- Turtle Statue first
- Vibrant, Bright, Colorful
- Local Artist
- Location Options
 - Ocean Front Park “Entrance” to the beach
 - Near beach entrance at Lifeguard station

Public Restroom Murals

- Locations:
 - 2nd Ave North
 - 5th Ave North (Pier Parking Lot)
 - Ocean Front Park



Public Restroom Murals Continued

- Local Artist
- Make a “weekend” event out of the project
 - Paint all 3 murals on the same day
 - <https://www.maconartsalliance.org/macon-mural-festival/>



Pier Entryway Sculpture

- Planned for the “Boardwalk” area in front of the main entrance to the pier
- Art committee will begin discussions soon on the goals, theme, style, etc. of what this piece would look like



A few “reminders”:

- Each project, even though budgeted for, will come to the agency for approval once the PAAC has decided on a preferred candidate/piece/etc.
- The CRA recommendation will then go to City council for final approval before awarding contracts
- The PAAC meets the 3rd Thursday of the month



CRA AGENDA ITEM	
TO:	Community Redevelopment Agency
FROM:	Staff
DATE:	09/29/2023
SUBJECT:	

BACKGROUND

At previous agency meetings, the topic of construction fencing was brought up. The issue was briefly discussed, and ultimately, the council decided at that time not to pursue anything further regarding the fencing.

The agency requested this item be added to the October workshop meeting agenda to discuss again.

A few things to remember regarding the potential changes to requirements for construction fencing:

- If this were to be a required change to construction sites, this would have to be a change to the City of Jacksonville Beach Code of Ordinances, which would have to be an action taken by City Council.
- If the agency decides to make this something that is encouraged, and the agency would fund the screening, the agency would have to be promoted on the fencing somewhere in order to comply with FL state statute 163.370 (B) "To disseminate slum clearance and community

redevelopment information". That would look something similar to this:



FINANCIAL IMPACT

To be determined.

REQUESTED ACTION

No formal action is requested at this time.

ATTACHMENTS



CRA AGENDA ITEM	
TO:	Community Redevelopment Agency
FROM:	Staff
DATE:	09/29/2023
SUBJECT:	Future Workshop Topics and Date Changes

BACKGROUND

Staff would like the agency to provide a recommendation for future meeting topics.

Please note, unless the need for a workshop meeting arises, the agency will NOT conduct workshops in November or December. If this changes, and there becomes a need for a workshop, staff will inform the agency members in ample time.

The regular meeting dates for November and December have been moved due to the holidays.

The November meeting will fall on November 15, 2023, from 3-5PM in Council Chambers.

The December meeting will fall on December 20, 2023, from 3-5PM in Council Chambers.

Both the November and December meetings will be conducted as regular CRA meetings.

FINANCIAL IMPACT

None.

REQUESTED ACTION

No action requested.

ATTACHMENTS