



City of Jacksonville Beach

Amended Agenda

11 North Third Street
Jacksonville Beach, Florida

City Council

Tuesday, February 20, 2024

6:00 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

- A. Administer Oath of Office to New Council Member

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- A. Regular City Council Meeting held on February 5, 2024
B. Council Briefing held on February 12, 2024

APPROVAL OF THE AGENDA

ANNOUNCEMENTS

COURTESY OF THE FLOOR TO VISITORS

CONSENT AGENDA

- A. Approve City Manager's Annual Performance Evaluation
B. Approve the fuel pump and canopy replacement at the Operations and Maintenance Facility by Guardian Fueling Technologies for amount not to exceed \$297,969

MAYOR AND CITY COUNCIL

CITY CLERK

CITY MANAGER/NEW BUSINESS

- A. 1. Approve/Disapprove the appointment of Jennifer Williams to fill the vacant Regular Member term of Alexi Gonzalez on the Board of Adjustment expiring December 31, 2024; and
2. Approve/Disapprove the appointment of Matt Metz to the 1st Alternate seat on the Board of Adjustment to fill the remainder of the 1st Alternate term expiring December 31, 2025; and
3. Appoint a new 2nd Alternate to the Board of Adjustment to fill the remainder of the 2nd Alternate term expiring December 31, 2025

- B. Approve/Disapprove the purchase of six Police Department marked patrol vehicles outside of vehicles acquired through the regular Vehicle Replacement Plan that were previously totaled in crashes for an amount not to exceed \$347,898

RESOLUTIONS

ORDINANCES

- A. Approve/Disapprove Ordinance No. 2024-8209 on the first reading to Rezone property located at 504 1st Avenue South owned by South Jax Rentals, LLC, and schedule a second reading for March 4, 2024

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 a 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.

**Minutes of Regular City Council Meeting
held Monday, February 5, 2024 at 6:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida**



OPENING CEREMONIES: INVOCATION, FOLLOWED BY SALUTE TO THE FLAG

Council Member Janson provided the invocation, followed by the Pledge of Allegiance.

CALL TO ORDER:

Mayor Hoffman called the meeting to order at 6:01 P.M.

ROLL CALL:

Mayor: Christine Hoffman

Council Members: Sandy Golding Bill Horn Dan Janson
Fernando Meza Greg Sutton

Also present were: City Manager Mike Staffopoulos, Director of Parks and Recreation Jason Phitides, Electrical Engineering Supervisor Don Cuevas, Director of Beaches Energy Allen Putnam, Interim Legal Counsel Cliff Shepard, and City Clerk Sheri Gosselin.

APPROVAL OF MINUTES:

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, and passed unanimously to approve the following minutes:

- Regular City Council Meeting held on January 16, 2024
- Council Workshop held on January 24, 2024

Council Member Horn noted it was Council Member Janson, not him, who spoke about the sports courts at the Council Workshop. Mayor Hoffman confirmed the scrivener's error would be corrected on the January 24, 2024 Council Workshop Minutes.

APPROVAL OF THE AGENDA

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, and passed unanimously to approve the agenda with a modification to move Resolution Item A to be done at the same time as the proclamation under Mayor and City Council Item A.

ANNOUNCEMENTS:

City Manager Mike Staffopoulos read the following statement on the recent cybersecurity event:

“Good evening, members of the City Council, colleagues, and citizens of our community. I would like to provide you with an update on the recent cybersecurity event that has impacted our city's digital infrastructure. I want to assure you that our team, in collaboration with law enforcement and cybersecurity specialists, is working diligently to address this situation. However, please understand that due to the active investigation into this matter, I am limited in the details I can provide.

First and foremost, I want to emphasize that the safety and well-being of our community remain our top priority. I am pleased to report that our Beaches Energy utility is fully operational, ensuring our energy services remain uninterrupted. Similarly, the Public Works Pollution Control Plant and Water Plants are fully functional, safeguarding our city's environmental health and public safety.

Our Police Department's dispatch and processing operations remain fully functional, ensuring no disruption to their vital services to our community.

While we have encountered some challenges with our accounting functions, I want to reassure our employees and vendors that we can process pension payroll and employee payroll. We are also making progress in restoring our ability to pay vendors, albeit in a limited fashion.

Our email system and call centers are functional, which allows us to maintain effective communication within our city government and with our citizens.

Our IT teams and external cybersecurity specialists are conducting a thorough forensic investigation to understand the full scope of this event. Concurrently, we are working diligently to safely and fully restore the technical environment, enhance our cybersecurity posture, and prevent future incidents.

In closing, I express my gratitude for the patience and support of our community during this challenging time. Rest assured, we are committed to resolving this issue as swiftly as possible. We will keep the council and the public informed within the constraints of the ongoing investigation.

Thank you for your attention and continued trust in us to protect and serve our community.”

Ms. Golding provided an update on the recent Legislative Action Days in Tallahassee, including Senate Bill [SB] 280 on vacation rentals, which passed the Senate. She announced the Beaches Watch meeting would be held on February 7, 2024, featuring Scott Dudley with the Florida League of Cities talking about the Legislative Session and the bills impacting our communities. She acknowledged the success of the DONNA Marathon weekend.

Council Member Janson also commented on the success of the DONNA Marathon weekend. He shared information regarding the changes to sovereign immunity. He asked for patience with the cybersecurity event.

Mayor Hoffman congratulated all those involved in the DONNA Marathon weekend. She announced the State of the Cities luncheon for Jacksonville Chamber Beaches division would be held on February 8, 2024.

COURTESY OF THE FLOOR TO VISITORS:

- Jacob Wallace Crenshaw, 1012 Fantasy Drive, Atlantic Beach, spoke about his concerns related to a property eviction.

CONSENT AGENDA:

Item A Approve a Community Development Block Grant application for FY 2024-2025

Item B Approve a Commercial Lease Agreement with Heart Utilities of Jacksonville, Inc., for property in the Industrial Park retroactive to February 1, 2024

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to approve the Consent Agenda.

Voice Vote: In a voice vote, the motion passed unanimously.

MAYOR AND CITY COUNCIL:

Item A McQueen Proclamation

Mayor Hoffman announced a proclamation proclaiming Monday, February 5, 2024, as Margaret McQueen Day.

RESOLUTION:

Item A Adopt/Deny Resolution No. 2167-2024 approving the honorary street name designation application for Honoree Margaret McQueen.

Parks and Recreation Director Jason Phitides provided background on the item.

Mayor Hoffman requested the City Clerk read Resolution No. 2167-2024 by title only, whereupon Ms. Gosselin read the following:

“A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, APPROVING APPLICATION AND HONORARY STREET NAME DESIGNATION SIGN LOCATION FOR AN HONOREE UNDER THE HONORARY STREET NAME DESIGNATION POLICY; AUTHORIZING SIGN INSTALLATION; PROVIDING FOR ADOPTION OF RECITALS, REPEAL OF PRIOR INCONSISTENT RESOLUTIONS AND COUNCIL DECISIONS, SEVERABILITY, AND AN EFFECTIVE DATE.”

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to adopt Resolution No. 2167-2024 approving the honorary street name designation application for Honoree Margaret McQueen.

Discussion: A discussion ensued about the program and Mrs. McQueen’s contributions.

Roll Call Vote: Ayes – Meza, Sutton, Golding, Horn, Janson, and Mayor Hoffman

The motion passed unanimously.

MAYOR AND CITY COUNCIL:

Item B Discussion on Appointment of Council Seat 4 - District 1

Mayor Hoffman introduced the item and opened the floor for nominations.

Council Member Golding nominated Ronda Steinke-McDonald.

Council Member Sutton nominated John Wagner.

Council Member Meza nominated Matt Metz.

Mayor Hoffman closed the floor for nominations.

Discussion: A discussion ensued about the nominees and their qualifications.

Public Comment:

The following did not wish to speak but submitted a speaker card in support of Ronda Steinke-McDonald:

- Luanne Lentz, 831 7th Avenue North, Jacksonville Beach
- Mary Phillips, 934 10th Street North, Jacksonville Beach
- W.E. Trey Phillips, 934 10th Street North, Jacksonville Beach

The following spoke about the candidates:

- Jennifer Crews, 3782 Sanctuary Way South, Jacksonville Beach, in support of John Wagner
- Darrell Shields, 315 18th Street North, Jacksonville Beach, in support of Ronda McDonald
- John Tipton, 503 6th Street North, Jacksonville Beach, in support of Ronda McDonald
- Michelle Tipton, 2333 Azalea Drive, Jacksonville Beach, in support of Ronda McDonald
- Deirdre Dwyer, 636 3rd Avenue South, Jacksonville Beach, in support of Ronda McDonald
- Kevin Brown, 1833 Kings Court, Jacksonville Beach, in support of John Wagner

Each candidate addressed the City Council.

Roll Call Vote: Horn – Wagner
Janson – Wagner
Meza – Metz
Sutton – Wagner
Golding – Steinke-McDonald
Mayor Hoffman – Metz

John Wagner was appointed to Council Seat 4 – District 1.

CITY CLERK: None

CITY MANAGER/NEW BUSINESS:

Item A **Award/Reject RFP No. 01-2324 to Trayer Engineering Corp. and Wesco Distribution, Inc., for the supply, repair, and upgrade of switchgears for Beaches Energy Services**

Electrical Engineering Supervisor Don Cuevas provided background on the item.

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to award RFP No. 01-2324 to Trayer Engineering Corp. and Wesco Distribution, Inc., for the supply, repair, and upgrade of switchgears for Beaches Energy Services.

Discussion: None

Roll Call Vote: Ayes – Janson, Meza, Sutton, Golding, Horn, Mayor Hoffman

The motion passed unanimously.

Item B **Award/Reject Bid No. 2223-13 to Stuart C. Irby for the purchase of high voltage circuit breakers for an amount not to exceed \$718,009**

Director of Beaches Energy Allen Putnam provided background on the item.

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to award Bid No. 2223-13 to Stuart C. Irby for the purchase of high voltage circuit breakers for an amount not to exceed \$718,009.

Discussion: A discussion ensued about the number of bids, cost, and vendor.

Roll Call Vote: Ayes – Meza, Sutton, Golding, Horn, Janson, Mayor Hoffman

The motion passed unanimously.

RESOLUTIONS:

Item A

Resolution Item A was moved directly after Mayor and City Council Item A.

Item B **Adopt/Deny Resolution No. 2168-2024 scheduling a municipal election for certain offices, scheduling qualifying period for candidates, designating places of polling, and opening and closing of poles**

City Clerk Sheri Gosselin provided background on the item.

Mayor Hoffman requested the City Clerk read Resolution No. 2168-2024 by title only, whereupon Ms. Gosselin read the following:

“A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, SCHEDULING A MUNICIPAL ELECTION FOR CERTAIN OFFICES, SCHEDULING QUALIFYING PERIOD FOR CANDIDATES, DESIGNATING PLACES OF POLLING, OPENING AND CLOSING OF POLLS; PROVIDING FOR AN EFFECTIVE DATE.”

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to adopt Resolution No. 2168-2024 scheduling a municipal election for certain offices, scheduling qualifying period for candidates, designating places of polling, and opening and closing of poles.

Discussion: A discussion ensued about charter amendments.

Roll Call Vote: Ayes – Sutton, Golding, Horn, Janson, Meza, and Mayor Hoffman

The motion passed unanimously.

ORDINANCES: None

ADJOURNMENT:

Motion: It was moved by Ms. Golding, seconded by Mr. Janson, to adjourn.

Voice Vote: Ayes: Golding, Janson, Meza, Sutton, Mayor Hoffman
Nays: Horn
The motion passed 5-1.

There being no further business, the meeting adjourned at 7:01 P.M.

Submitted by: Sheri Gosselin
City Clerk

Approval:

Christine H. Hoffman, MAYOR

Date: _____

DRAFT

**Minutes of City Council Briefing
Monday, February 12, 2024 – 5:30 P.M.
City Council Conference Room, 1st Floor
11 North 3rd Street, Jacksonville Beach, FL**



The Council Briefing began at 5:30 P.M.

The following City Council Members were in attendance:

Mayor: Christine Hoffman

Council Members: Sandy Golding Bill Horn Dan Janson
Fernando Meza Greg Sutton

Also present were City Manager Mike Staffopoulos, Deputy City Manager Karen Nelson, City Clerk Sheri Gosselin, Communications Manager Jacob Board, and Council Member Appointee John Wagner.

Purpose of Briefing

The purpose of the Briefing was to update the Council Members about ongoing items in the City.

City Manager

Miscellaneous Items

City Manager Mike Staffopoulos informed the Council an update regarding the Enterprise Resource Planning (ERP) was postponed to a date uncertain due to the recent cyber security event.

Mr. Staffopoulos stated recently hired City Attorney David Migut would start on March 26, 2024.

Building Exterior Painting

Mr. Staffopoulos informed the Council the City must maintain its assets on a regular schedule. Therefore, it was time to paint several of the main buildings within the City. Mr. Staffopoulos stated the following buildings were scheduled to be painted:

- City Hall
- O&M (Operations & Maintenance) Complex
- Police Department Station
- Parks and Recreation and Exhibition Hall

Mr. Staffopoulos presented the Council with a handout [on file] regarding the exterior painting and the lettering for the buildings. Deputy City Manager Karen Nelson reviewed the paint colors, font suggestions, and estimated costs for the Capital Improvement Project. A conversation ensued regarding the paint colors, font, and building maintenance. It was the consensus of the Council to use a font to coordinate with the City's brand standards.

Ballot Initiatives

Mr. Staffopoulos spoke about two Charter Amendments previously brought up by the Council to be added to the upcoming ballot for the 2024 election. The Charter Amendment topics were as follows:

- Appointment of an individual to fill a vacant Council seat
- Change the gender specific language when referring to the Mayor

A conversation ensued regarding wording for both suggested amendments. It was the consensus of the Council to not use the term "gender neutral" and for Interim Legal Counsel Cliff Shepard to put together a draft for the Council to review at the Council Briefing scheduled for March 11, 2024.

City Manager Annual Performance Review

Mayor Hoffman congratulated Mr. Staffopoulos on his five-year anniversary as the City Manager. She thanked the Council for actively participating in Mr. Staffopoulos' annual evaluation. Each Council Member provided Mr. Staffopoulos with feedback regarding his performance. It was the consensus of the Council to agree to a 3% increase for Mr. Staffopoulos.

A conversation ensued regarding the two lowest ranking objectives on Mr. Staffopoulos' evaluation: citizen relation and community. Communications Manager Jacob Board and Council Member Appointee John Wagner spoke about different ideas regarding marketing strategies and community outreach.

It was the consensus of the Council for an action plan focusing on citizen relation and communication with the community be drafted and presented to the Council for review.

Miscellaneous Items

Ms. Hoffman stated the First Tee education building, located at the Jacksonville Beach Golf Course, held a ground breaking ceremony.

Committee Updates

Council Member Golding provided the Council with an update on several legislative bills.

Ms. Golding mentioned she recently attended a webinar hosted by the Federal Highway Administration regarding bicycle and pedestrian safety and would share the information presented with the Council.

Council Member Janson provided a brief update regarding the legislative bill regarding sovereign immunity.

Mr. Janson stated he met with Congressman Rutherford regarding the 13th Avenue South project and stated Mr. Rutherford was in support of the project. Mr. Janson explained a unity letter showing support of the project by the full Council needed to be submitted to Mr. Rutherford's office accompanied by an estimate of the cost of the project. It was the consensus of the Council to send the requested information to Mr. Rutherford's office.

Ms. Golding provided an additional update regarding the short-term vacation rental legislative bill and its status within the Senate and the House.

Ms. Hoffman stated the City was a member of the Florida Shore and Beach Preservation Association and informed the Council of a Senate bill allowing private bulkheads and stated the bill did not pass out of the committee.

Future Briefing Topics

Mr. Janson stated the Inaugural Leadership Class with the Florida League of Cities was an excellent course. He highly recommends all Council Members register for the course once they complete the required Institute for Elected Municipal Officials Training I and II.

Mayor Hoffman asked about the status of the building inspection report for the Life Saving building. Ms. Nelson responded the report from the recent fire inspection was received but not yet reviewed and the structural report was not yet available. Ms. Nelson stated the Council would be advised of the findings.

Council Member Horn stated he was approached by the Volunteer Life Saving Corps (VLSC) regarding their need for additional storage and the possible use of the empty City owned building located at 396 1st Avenue South. Mr. Horn stated he and Mr. Staffopoulos visited the building and noticed the building needed some work before being used. A conversation ensued regarding the condition and future use of the building and land. It was the consensus of the Council for a formal inspection to be done of the building and for staff to enter into conversation with the VLSC to create a list of the VLSC's needs to be reviewed by the Council.

Council Member Sutton suggested the branding of the Life Saving building be done before the next beach season depending on the amount of work needed to be completed on the building. Ms. Nelson stated updated information would be provided to the Council regarding the status of the building.

The Briefing adjourned at 6:56 P.M.

Submitted by: Jodilynn Byrd
Deputy City Clerk

Approved:

Christine H. Hoffman, MAYOR

Date: _____



CITY COUNCIL AGENDA ITEM	
TO:	Mayor and City Council
FROM:	Kimberlee Bennett, Director of Human Resources
DATE:	12/12/2023
SUBJECT:	City Manager Annual Performance Evaluation and Merit Increase

BACKGROUND

On January 27, 2024, the City Manager completed his fifth year of employment with the City of Jacksonville Beach. As stipulated in his contract, the City Council is required to review the City Manager's job performance at least once annually. On February 12, 2024, the City Council discussed the City Manager's performance at a briefing and requested that an agenda item be placed on the February 20, 2024, City Council agenda to approve the City Manager's performance evaluation and corresponding merit increase.

The consensus of the City Council was to award a three percent annual increase to the City Manager, which is consistent with the range of a 2 to 3 percent increase considered for Department Directors in the current fiscal year.

FINANCIAL IMPACT

A three percent adjustment will result in a \$6,427.20 increase to the City Manager's base annual salary. This increase was included in the FY24 budget, therefore the budgetary impact will be zero.

REQUESTED ACTION

Approve City Manager's Annual Performance Evaluation

ATTACHMENTS

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Luis F. Flores, Property and Procurement Officer, Through Ashlie Gossett, Chief Financial Officer
DATE:	01/18/2024
SUBJECT:	Fuel Pump and Canopy Replacement at the Operations and Maintenance Facility

BACKGROUND

The fuel pumps and island canopy behind the Operations and Maintenance facility were installed in 1995 at the same time the building was constructed. This station is heavily used, providing over 139,000 unleaded gallons and almost 31,000 diesel gallons to fuel over 300 City vehicles and equipment in 2023. The canopy's main supports have excessive rust and water is seeping into the underground vault. As a result, the southernmost fuel pump, under-structure, and canopy anchor bolts are severely corroded. The life expectancy range for fuel pumps is 8 to 20 years depending on their environment, and the estimated life expectancy for the canopy is around 30 years. Due to the age of the equipment and structure, there is no warranty and any extensive rehabilitation is cost prohibitive. Independent inspections by the Fire Marshal and roofing vendor recommended remedial repair.

A recent, more comprehensive inspection of the existing infrastructure by Guardian Fueling Technologies, specializing in above-ground fuel dispensing systems, determined that the current canopy support structure is significantly compromised. Also, the water entering the vault has corroded the metal supports, sump pump, and all underground dispensing infrastructure. Considering its age, it is recommended that the existing above-ground fuel dispensing pumps and subsurface piping to the fuel island equipment be collectively replaced if the canopy is to be demolished.

The turnkey proposal to replace the three fuel pumps and canopy provided by Guardian Fueling Technologies is \$270,469. Engineered drawings for permitting are included in the proposal. Three new fuel dispensers and a new canopy will be installed. The existing underground infrastructure and footings will be excavated and replaced. All demolished units will be hauled off. It is anticipated the work will take three to four weeks to complete once all the materials are received.

Staff obtained pricing from Guardian Fueling Technologies under the Above-ground Fuel and Fluid Storage with Related Hardware, Software, and Services Cooperative Purchasing Agreement, available through Sourcwell (formerly NJPA). Guardian Fueling Technologies is an Authorized Distributor partner and is authorized to provide Sourcwell pricing for active Sourcwell members under the referenced contract. Sourcwell contract 092920-GVR is a competitively bid agreement for the following types of goods and services:

- Gasboy dispensers and fuel management systems
- Veeder-Root tank gauges
- Red Jacket submersible pumps



Sourcewell contracts leverage national volume pricing. Gilbarco Gasboy has partnered with Sourcewell (formerly NJPA) to offer education, government, and non-profit agencies a nationally leveraged, competitively bid contract. All Sourcewell contracts have been competitively solicited in accordance with public purchasing rules and regulations. The proposed repairs will replace the island pumps and canopy with new equipment meeting our site requirements and current building codes.

Staff requests a roughly 10% contingency allowance of \$27,500 for unforeseen costs, for a total project cost not to exceed \$297,969.

FINANCIAL IMPACT

Total funding for the project in the amount of \$297,969 will come from the General Capital Projects Fund, Building Reserves and the budget in account 315-00-0000-519-62-562000 will be adjusted at mid-year.

REQUESTED ACTION

Approve the fuel pump and canopy replacement at the Operations and Maintenance Facility by Guardian Fueling Technologies for amount not to exceed \$297,969

ATTACHMENTS

1. Turnkey Proposal GC16995SB
2. Pictures Fuel Pumps & Canopy



To: **Jax Beach Operations & Maintenance Facility**
1460 Shetter Ave.
Jax Beach, FL 32250
904-247-6226
lflores@jaxbchfl.net
 ATTN: **Luis Flores**

Jacksonville, FL

Tampa, FL
 Ft. Myers, FL
 Ft. Lauderdale, FL
 Pensacola, FL
 Orlando, FL
 Tallahassee, FL
 Birmingham, AL
 Lafayette, LA
 Savannah, GA

Atlanta, GA
 Columbia, SC
 Greensboro, NC
 Raleigh, NC
 Charlotte, NC
 Knoxville, TN
 Nashville, TN
 Richmond, VA
 Roanoke, VA

CORPORATE OFFICE: 800-733-2945

guardianfueltech.com / getguardianconnect.com

Guardian Fueling Technologies provides layouts, installation, and service on all Liquid Handling Projects.

We are pleased to offer the following for your consideration

Site Address	Jax Bch Operation & Maintenance Facility 1460 Shetter Ave. Jax Bch, FL 32205	SOURCEWELL # 092920-GVR Quote # GC16995SB Job Name: New Fuel Island /Canopy	CONS Date:	Sales Person Steve Bender 904-250-7869 1/17/2024
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****UNLESS NOTED BELOW, THIS PROPOSAL IS VALID FOR 60 DAYS FROM THE DATE ABOVE****

Due to severe volatility in building material pricing due to raw material shortages, surcharges, and supply chain interruptions, adjustments to pricing and/or product substitution can occur at the time of job commencement.

General description of work to be performed:

- Provide Engineered drawings for permitting. Owner to provide site a drawing as basis for the drawings. Clean PDF or CAD is required.
- Apply for permits. **Actual permit costs will be invoiced "as an addition" to this proposal.**
- Provide proper notifications to the FDEP to procure inspections.
- Disconnect electrical and piping to remove and dispose of three Gasboy dispensers. Blow back piping.
- Remove the existing Fuelmaster unit and set aside for reuse.
- Remove and dispose of the existing 46'x30' canopy. **NOTE: ORIGINAL CANOPY DIMENSIONS WERE 39' X 30' BUT EXTENDED AT SOME POINT.**
- Sawcut, remove, and dispose of a 60' x 26' area of concrete to remove and dispose of the fuel island, dispenser sumps, (2) air reels, and (4) concrete footers.
- Excavate on the East side of the island to cut back all piping and electrical conduits to the dispensers and Fuelmaster. The water pipe and air lines will also need to be disconnected and capped. **Water and air at the island will not be re-installed.**
- Excavate to install (2) new 6x6x6 concrete canopy footers. All excavated materials to be set aside for reuse.
- Install the new canopy columns and red iron for a 39' x 30' McGee canopy.
- Install a new 36' x 4' steel island form and (3) new dispenser sumps with entry boots.
- Provide and install new 3' over 2" fiberglass pipe and fittings to reconnect to the existing piping and stub up in new sumps. Test piping as required.
- Reconnect to the existing electrical conduits and stub up in sumps. Reconnect to the Fuelmaster electrical conduit and stub up.
- Pull all new power wire, if necessary, for three Gasboy dispensers and the Fuelmaster. **NOTE: GASBOY DISPENSER PRICING IS BASED ON SOURCEWELL CONTRACT # 092920-GVR.**
- Backfill and compact all trenches with existing fill.
- Repour the 60' x 30' area of concrete with 4000 PSI with fiber. Dowel where needed into the existing conduit slab. The island is included in this pour.
- Complete the 39' x 30' canopy decking and fascia. Color to be determined by the customer.
- Install three new Gasboy mechanical single product/two hose dispensers. Reinstall the existing Fuelmaster.
- Install new shear valve and flex connectors.
- Paint the new island form, bollards, and canopy columns.
- Purge piping and start up the system.
- **NOTE: THIS PROPOSAL INCLUDES THE REQUIRED ENVIRONMENTAL SAMPLING AND CLOSURE REPORT.**

ISLAND EQUIPMENT					\$ 7,814.39
1	Pemco	4' wide x 36' long x 9" high Island Form with 6" radius ends.	70049x36	2,240.31	2,240.31
3	OPW	Double Poppet Female Top Emergency Valve	10BFP-5726	210.73	632.20
3	PCI	RSC CONDUITLESS ENTRY DISPENSER SUMP GASBOY ATLAS, REQUIRES SVA09	RSC120206A	864.67	2,594.00
3	PCI	UNIVERSAL SHEAR VALVE STABILIZER KIT	SVU-S	65.76	197.28
3	Hose Master	1-1/2" x 15" MxMS Fireshield Flex connector	FSMS150150	153.08	459.24
4		6" Pipe Bollards (7' OAL)		422.84	1,691.36
DISPENSING EQUIPMENT					\$ 28,626.00
Gasboy Commercial Dispensers - SOURCEWELL CONTRACT # 092920-GVR					
3	Mech. Disp	Twin Hose - One product w/10:1 Pulser	9153KXTW1-FCXSS	9,542.00	28,626.00

DISPENSING ACCESSORIES				\$	2,987.07
4	Morrison	High Hose retriever with bun for 3/4" x 12'-14'	610XB-0100 ARPB	495.93	1,983.73
2	Morrison	High Hose retriever with bun for 1" x 12'-14'	610XB-0300 ARPB	501.67	1,003.33
MISCELLANEOUS				\$	446.28
1	MISC	Fire Extinguisher and Cabinet (Purple-K)		302.35	302.35
3	MISC	Decal Package (Pump numbers, May Contain 10% Ethanol, ULSD		47.98	143.93
LIGHTING - CANOPY / AREA				\$	1,656.35
6	CREE	Canopy CPY 250 B DM F B UL WH 57K (Flat Lens CPY250)		276.06	1,656.35
CANOPY				\$	83,526.31
Canopy, 'Specifications as follows:					
Length: 39'		Width: 30'	Clearance: 15'-6"	Columns: (2) 12" Square	
Brand: Generic		Facia: 36"	Drain Type: Internal PVC - tie into underground drain		
Deck Pan Type & Color: 20 gauge White Embossed Steel					
Mount (6) LED Lights					
Estimated FREIGHT				\$	1,506.33
3	In-bound freight on dispensers - Zone 4 (FL/AL)		GVR	321.00	963.00
1	Other Freight (excludes Tanks, Dispensers, POS, and FPIV Kits)			543.33	543.33

SCOPE OF WORK to be performed by Guardian Fueling Technologies as described above:

Clean up the job site of debris created by Guardian

Calibrate dispenser meters. Change Filters

Test all equipment supplied by Guardian for proper operation. Does not include repairs to owner furnished equipment

Schedule precision line test on discharge piping.

GENERAL CONDITIONS

If any underground obstructions or conditions are encountered requiring dewatering, rock removal, additional excavation time, removal of sub surface concrete, removal of subsurface structures, relocation of utilities, excessive cave-in, etc., there will be additional charges to the customer.

Note: If a change order becomes necessary due to site conditions, delays caused by other subs, . changes in the scope of work, etc., The owners rep. will be notified as soon as possible.

If a change order is not approved in a timely manner, then Guardian may halt construction, without being subjected to Liquidated damages and Guardian will be afforded an extension of time to account for the change orders. Guardian will also be compensated for approval delays, rentals, per diem, labor, etc. and necessary time to remobilize if construction work is halted.

This proposal is based on pouring the size canopy footings specified in the Scope of Work. If underground obstructions, dewatering, or conditions are encountered or if local building officials require soil test for approval of the footing, there will be an extra charge to the customer.

If contaminated soil or free product is encountered, Guardian will stop work and discuss a plan of action with the customer. Customer should be present during excavation.

Contaminated soil can be disposed of and additional clean fill material supplied as an extra to the contract, on a cost plus basis as listed below and only at the direction of the owner. Disposal cannot begin until additional lab and authorization are received.

Project specific engineer sealed drawings are provided by Guardian. Current site plan to be provided by the customer. Permits as required by local AHJ will be obtained by Guardian and fees billed to the customer as an additional cost to the proposal price. Necessary site plans, planning department approval, use permits, variances, or zoning changes are the responsibility of the customer.

OUR INSTALLATION PRICE IS CONTINGENT ON THE FOLLOWING:

The installation price quoted does not include disposal of contaminated soil.

Existing conduit is to be clear, usable and meeting the current electrical codes. Any repairs or replacement of the existing conduit will be performed on a "time and material" basis at our normal rates and will be an additional cost to the customer.

Existing circuit panel is to be adequately sized, and meeting the current electrical codes. Any repairs to or replacement of the existing conduit will be performed on a "time and material" basis at our normal rates and will be an added cost to the customer.

INSTALLATION PRICE DOES NOT INCLUDE:

Asphalt work.
Handling of any product or material classified as hazardous.
Stockpiling, transporting, or disposal of contaminated soils
Water treatment/ Air stripping or NPDES permits
Dewatering
Permit Fees
Any and all labor or equipment not specifically outlined within this proposal

THE TOTAL PRICE IS AS FOLLOWS:

EQUIPMENT -	\$ 43,036.41
CANOPY -	\$ 83,526.31
INSTALLATION -	\$ 143,905.32
TOTAL PRICE	\$ 270,468.04

INSTALLATION PAYMENT TERMS:

Customer Initials Required: _____

Guardian has the right to refuse or cease installation for past due invoices related to this contract.
 Installation/progress payments are due **thirty (30) days** from invoice date.
 Installation payments **MUST** be current prior to equipment startup, training or completion of warranty work.
 The deposit below is due upon acceptance of this proposal and is required prior to permit application.
 Guardian's lost work days and re mobilization fees may apply if work is suspended due to non payment.
 The warranty period will commence upon our completion of the project and a site lien may be filed due to late payment.
 Purchaser shall pay for expense of Seller in enforcement of remedies including reasonable attorney's fees and other legal expenses.
 All overdue payments, placed with collection agencies or attorneys, shall bear interest at 1 (1/2)% per month from invoice date until paid in full.
NOTE:
 All dispenser & POS equipment is invoiced at date of shipment from manufacturer and terms are net seven (7) days.

The minimum deposit required for this order is: _____ N/A

The Customer's Account must be current prior to training and start up of new equipment!

We appreciate the opportunity of offering this proposal and trust we may be favored with your most valued business.



ACCEPTANCE:

*This proposal, when accepted by the purchaser, and executed by final approval of Sellers Official Officer, will constitute a bonafide contract between us, subject to all terms and conditions within .
 It is expressly agreed that there are no promises, agreements or understandings, oral or written, not specified in this proposal. The person signing below certifies the legal authority to bind the company into this contract.*

GFT Salesman: Steve Bender
 Signature: _____
 Phone number: 904-250-7869

GUARDIAN FUELING TECHNOLOGIES ACCEPTANCE

Jax Beach Operations & Maintenance Facility
 Company Name

 Signature of Officer

 Signature (I AGREE TO PAY TERMS ABOVE) Date

 Title

 Title

 Date



O&M Fuel Pumps and Canopy



Southernmost Column Support Rust



Southernmost Pump Vault Rust



Southernmost Pump Vault Rust

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Sheri Gosselin, City Clerk
DATE:	01/09/2024
SUBJECT:	Board of Adjustment Appointments

BACKGROUND

The City Council appoints the Board of Adjustment (BOA) members. There are five members and two alternates who serve four-year terms.

On January 8, 2024, Alexi Gonzalez submitted her intent to resign from the BOA effective January 18, 2024. The resignation created a Regular Member vacancy.

- Jennifer Williams was appointed as 1st Alternate on November 21, 2022, to fill an unexpired term. Ms. Williams' current term will expire on December 31, 2025. She was originally appointed as 2nd Alternate on the BOA on January 18, 2022. Ms. Williams would like to be considered to fill the remainder of the vacant Regular Member term. If appointed, Ms. Williams' term expiration would be December 31, 2024.
- Matt Metz was appointed as 2nd Alternate on December 19, 2022, to fill an unexpired term. Mr. Metz's current term will expire on December 31, 2025. Mr. Metz would like to be considered to fill the remainder of the 1st Alternate term should Ms. Williams be appointed as a Regular Member. Mr. Metz's term expiration would remain December 31, 2025.

Board applications are valid for two years. There are four eligible board applicants who were interviewed in 2023 that listed the Board of Adjustment as their first or second choice. The applicants are Raymond Bragg, Greg Kleffner, Anthony Recco, and Laura Tierney.

Staff recommends promoting the 1st Alternate Jennifer Williams to fill the remainder of Alexi Gonzalez's Regular Member term, promoting 2nd Alternate Matt Metz up to 1st Alternate to fill the remainder of the 1st Alternate term of Ms. Williams, and filling the 2nd Alternate seat with one of the eligible board applicants.

FINANCIAL IMPACT

None.

REQUESTED ACTION

1. Approve/Disapprove the appointment of Jennifer Williams to fill the vacant Regular Member term of Alexi Gonzalez on the Board of Adjustment expiring December 31, 2024; and
2. Approve/Disapprove the appointment of Matt Metz to the 1st Alternate seat on the Board of Adjustment to fill the remainder of the 1st Alternate term expiring December 31, 2025; and
3. Appoint a new 2nd Alternate to the Board of Adjustment to fill the remainder of the 2nd Alternate term expiring December 31, 2025



City of Jacksonville Beach • 11 North Third Street • Jacksonville Beach, FL 32250

ATTACHMENTS

1. Alexi Gonzalez intent to resign email
2. Jennifer Williams application
3. Matt Metz application
4. Raymond Bragg application
5. Greg Kleffner application
6. Anthony Recco application
7. Laura Tierney application
8. Staff's Applicant Spreadsheet

From: [Christian Popoli](#)
To: [Sheri Gosselin](#)
Cc: [Heather Ireland](#); [Mike Staffopoulos](#); [Danevsky Joseph](#)
Subject: FW: Intent to resign
Date: Monday, January 8, 2024 4:32:28 PM

Sherri,

Please find the letter of resignation from Alexi Gonzalez, our current BOA chair.

Please let me know if you need me to do anything. We have elections slated for the Board next week, so we actually won't be without a chair.

Christian Popoli, MAURP

Senior Planner

COJB Planning & Development

11 3rd Street North | Jacksonville Beach, FL 32250

(P) (904)247-6231 | (F) (904)247-6107

[Permitting and Zoning Applications and Checklists](#)

[Jacksonville Beach Code of Ordinances](#)

From: Alexi Strong Gonzalez <alexistrong@gmail.com>

Sent: Monday, January 8, 2024 4:22 PM

To: Christian Popoli <cpopoli@jaxbchfl.net>; Danevsky Joseph <djoseph@jaxbchfl.net>; Elise Brosch <ebrosch@jaxbchfl.net>

Subject: Intent to resign

Caution: This email originated from outside the City. Do not click links or open attachments unless you recognize the sender and know the content is safe

Good afternoon team,

Happy New Year! I hope everyone enjoyed the holidays. After lengthy discussion and deliberation with my family, I've decided to resign from the Board of Adjustment. My last meeting will be the final January meeting.

I'm saddened to share this, but with my children getting older and benign involved in more activities (many of which feature Tuesday night practices or games) and my husband's career becoming more travel-heavy, my family commitments have made it impossible for me to guarantee I can make it to every BOA meeting. I hoped to give more notice, but I recently realized that one of my kids has a practice Tuesday night, Feb. 6, so I would miss the first February meeting anyway.

I wasn't sure who needed to be made aware of this, so if I need to submit a more formal letter of resignation to the clerk's office, please let me know and I will be happy to do so.

Thank you al for your help and hard work over the years. It has been such a pleasure to work with each of you.

Sincerely,
Alexi Gonzalez

--

Alexi Strong Gonzalez
alexistrong@gmail.com
904-534-4502



Application for Appointment to City Boards

Personal Information *(Please print or type)*

Name: Jennifer S. Williams Home Phone: _____

Home Address: 929 2nd Avenue North, Jacksonville Beach, Florida 32250

E-Mail Address: williamsjs909@gmail.com Cell Phone: 949/500-4858

Occupation: Attorney/Trust Officer Business Phone: 904/686-3520

Business Name: Bank of America Private Bank

Business Address: 824 A1A North, 3rd Floor, Ponte Vedra Beach, Florida 32082



Eligibility – Please Circle

Are you a resident of the City?	Yes	No	If yes, length of time: <u>Yes-5 years</u>
Are you a registered voter?	Yes	No	If yes, what County: <u>Yes-Duval County</u>
Do you own property in the City?	Yes	No	If yes, address: <u>Yes-Homeowner</u>
Do you hold a public office?	Yes	No	If yes, Office name: <u>No</u>
Are you employed by the City?	Yes	No	If yes, position: <u>No</u>
Are you currently serving on a Board?	Yes	No	If yes, Board Name: <u>No</u>
Have you been convicted of a felony?	Yes	No	If yes, provide date: <u>No</u>
Have your civil rights been restored?	Yes	No	If yes, provide date: <u>N/A</u>
Have you filed bankruptcy?	Yes	No	If yes, provide date: <u>No</u>

Potential Conflict of Interest: Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Jacksonville Beach? Yes No

If yes, please provide details:

No

City Boards *(Please indicate your preferences by ranking - denote your Primary choice with a "1", Secondary choice with a "2".)*

✓	Board of Adjustment	2	Planning Commission
1	Community Redevelopment Agency		Pension Trustee

Please list the type of City meetings you have attended: Only virtually.

Qualifications *(Briefly describe specific expertise, abilities, or qualifications)*

Education: Bachelors degree in Business Management from Northwood University, Magna Cum Laude JD from Florida Coastal School of Law with Honors. LL.M. Degree from University of Florida Graduate Tax Program focusing on Taxation. I practiced estate planning, business, and tax law with Grady H. Williams, JD, LL.M., 2004-2013. Worked as a Senior Trust Officer for Wells Fargo from 2013-2016; and now work as a Senior Vice President, Senior Trust Officer for Bank of America Private Bank. I work with high net worth clients advising and administering their assets/estate. I was a board member for AMI Kids (2018-2019). I co-chaired the elder law (2010-2013) and the estate planning (2017-2019) sections of the Jacksonville Bar Association. Experience working with clients interpreting and advising on matters associated with their real property in connection with their planning. Also experienced in assisting clients in addressing homeowners association issues with clients.

Application for Appointment to City Boards (cont.)

State Reporting Requirements

Section 760.80, Florida Statutes, requires that the City annually submit a report to the Secretary of State disclosing race, gender, and physical disabilities of board members and elected officials. Please circle the appropriate responses.

Race

☐ African-American
☐ Asian/Pacific Islander
☐ American Indian/Alaskan

☒ Caucasian
☐ Hispanic
☐ Not Known

Gender

☒ Female
☐ Male

Physically Disabled

☐ Yes
☒ No

Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes.

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete, or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Clerk and are valid for two years from the date they are submitted. All applicants are interviewed following their application submittal. When vacancies occur, the City Council considers all eligible applicants and votes to make board appointments.

By submitting this form, I declare the foregoing facts to be true, correct, and complete. Additionally I hereby authorize a criminal background check.

05/07/2021
Date

Jennifer S. Williams
Applicant's Signature

Please do not write below – Staff use

Date application received: 05/10/2021

Interviewed on: 10/14/2021

Eligible for appointment **Yes** No

If not eligible for appointment
Explanation:

Appointed to: 2nd Alternate on BOA

Date: 01/18/2022

Appointed to:

Date:

Appointed to:

Date:

Jennifer S. Williams, Esq., LL.M

929 2nd Ave North
Jacksonville Beach, FL 32250
Telephone: (949) 500-4858
Email: williamsjs909@gmail.com

Core Qualifications and Experience

Experienced Senior Vice President with a demonstrated history of working in the financial services industry with high net worth, multigenerational clients. Practiced as an attorney in the areas of Tax, Estate and Trust planning and administration and Elder Law. Skilled in interpreting sophisticated areas of law, advising clients on relevant laws and planning options relative to retirement decisions and elections, estate and income tax planning, asset allocations and investment implementation.

Experience

Sr. Trust Officer, Sr. Vice President, Bank of America Private Bank

March, 2016- current

Experience assisting high net worth clients in connection with their wealth structuring, retirement planning, and charitable giving strategies. Working collaboratively with client's internal and external advisors to ensure successful outcomes that address client's goals. Proactive engagement with clients to anticipate potential law or circumstance changes.

Sr. Trust Officer, Vice President, Wells Fargo Private Bank

April, 2013- March, 2016

Experience working with high net worth clients to develop estate plans to address their goals, interpreting and administering all types of planning structures on the investment platform, advising clients on law changes, working with their internal and external advisors to ensure all aspects of clients' needs are being addressed.

Grady H. Williams, Jr., LL.M., Attorneys at Law, P.A.-

August, 2004- April 2013

Experience representing a diverse group of clients in estate, trust, probate, elder law, business law, and guardianship law. Met with clients to develop estate transition and asset protection strategies based on client's needs. Consistently achieved favorable results in reaching settlements in adversarial matters, assisting clients through crisis planning, protecting assets, and limiting tax liability exposure. Experience interpreting and advising on matters associated with real

property in connection with planning. Also experience in assisting clients addressing small homeowners association matters.

Education

University of Florida-Graduate Tax Program, Gainesville, Florida

LL.M., Taxation

Graduated in December 2003

Florida Coastal School of Law, Jacksonville, Florida

Juris Doctor *with Honors*

Graduated in December, 2001

Northwood University, West Palm Beach, Florida

BS degree in Business Administration, *Magna Cum Laude*

Graduated in December, 1998



RECEIVED
City Clerk's office
9/16/22

Application for Appointment to City Boards

Personal Information *(Please print or type)*

Name: Matt Metz Home Phone: N/A
Home Address: 610 7th Ave S Jacksonville Beach FL 32250
E-Mail Address: MTMnJax@Gmail.com Cell Phone: (904)735-3614
Occupation: Director of Analytics - Finance Business Phone: N/A
Business Name: Florida Blue
Business Address: 4800 Deerwood Campus Parkway Jacksonville FL 32246

Eligibility – Please Circle

Are you a resident of the City?	Yes ☒	No ☐	If yes, length of time: <u>6.5 years</u>
Are you a registered voter?	Yes ☒	No ☐	If yes, what County: <u>Duval</u>
Do you own property in the City?	Yes ☒	No ☐	If yes, address: <u>610 7th Ave S Jax Beach</u>
Do you hold a public office?	Yes ☐	No ☒	If yes, Office name: _____
Are you employed by the City?	Yes ☐	No ☒	If yes, position: _____
Are you currently serving on a Board?	Yes ☐	No ☒	If yes, Board Name: _____
Have you been convicted of a felony?	Yes ☐	No ☒	If yes, provide date: _____
Have your civil rights been restored?	Yes ☐	No ☒	If yes, provide date: _____
Have you filed bankruptcy?	Yes ☐	No ☒	If yes, provide date: _____

Potential Conflict of Interest: Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Jacksonville Beach? Yes ☐ No ☒

If yes, please provide details: _____

City Boards *(Please indicate your preferences by ranking - denote your Primary choice with a "1", Secondary choice with a "2".*

2

3

Board of Adjustment

Community Redevelopment Agency

1

4

Planning Commission

Pension Trustee

Please list the type of City meetings you have attended: Board of adjustment

Education: Masters in Business Administration with focus on Corporate Finance

Qualifications (Briefly describe specific expertise, abilities, or qualifications):

As an analyst in corporate finance I ave several years experience researching direct and indirect impacts of proposed projects and initiatives. I am inquisitive by nature and well versed in learning guidlines as well as collaborating with other groups and individuals to address concerns within existing constraints. As a senior leader in corporate finance I have experience balancing the realities of present day with the dtrategic direction of the future and collabortating

Application for Appointment to City Boards (cont.)

State Reporting Requirements

Section 760.80, Florida Statutes, requires that the City annually submit a report to the Secretary of State disclosing race, gender, and physical disabilities of board members and elected officials. Please circle the appropriate responses.

Race

- | | |
|--|---|
| ☐ African-American | ☒ Caucasian |
| ☐ Asian/Pacific Islander | ☐ Hispanic |
| ☐ American Indian/Alaskan | ☐ Not Known |

Gender

- ☐ Female
☒ Male

Physically Disabled

- ☐ Yes
☒ No

Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes.

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete, or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Council when vacancies occur and are effective for two years from date of completion.

By submitting this form, I declare the foregoing facts to be true, correct, and complete. Additionally I hereby authorize a criminal background check.

9/16/2022

Date


Applicant's Signature

SUBMIT APPLICATION

Please do not write below – Staff use

Date application received: 9/16/2022

Interviewed on: 11/17/2022

Eligible for appointment **Yes** No

If not eligible for appointment
Explanation: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

City of Jacksonville Beach
Office of the City Clerk
11 North 3rd Street
Jacksonville Beach, Florida 32250



Phone: (904) 247-6299
FAX: (904) 247-6256
E-mail: cityclerk@jaxbeach.net

RECEIVED
JAN 24 2023
COJB City Clerk

Application for Appointment to City Boards

Personal Information (Please print or type)

Name: <u>Raymond B. Bragg, Jr 'Buster'</u>	Home Phone: <u>904-247-3204</u>
Home Address: <u>2002 Ocean Front S.</u>	
E-Mail Address: <u>bbragg@comcast.net</u>	Cell Phone: <u>904-613-6177</u>
Occupation: <u>Sr. Tech. Architect</u>	Business Phone: <u>904-218-5368</u>
Business Name: <u>Merrill Lynch</u>	
Business Address: <u>4200 Deer Lake</u>	

Eligibility – Please Circle

Are you a resident of the City?	☒ Yes	☐ No	If yes, length of time: <u>20 yrs</u>
Are you a registered voter?	☒ Yes	☐ No	If yes, what County: <u>Duval</u>
Do you own property in the City?	☒ Yes	☐ No	If yes, address: <u>see above</u>
Do you hold a public office?	☒ Yes	☐ No	If yes, Office name: _____
Are you employed by the City?	☒ Yes	☐ No	If yes, position: _____
Are you currently serving on a Board?	☒ Yes	☐ No	If yes, Board Name: _____
Have you been convicted of a felony?	☒ Yes	☐ No	If yes, provide date: _____
Have your civil rights been restored?	☒ Yes	☐ No	If yes, provide date: _____
Have you filed bankruptcy?	☒ Yes	☐ No	If yes, provide date: _____

Potential Conflict of Interest: Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Jacksonville Beach? Yes ☐ No ☒

If yes, please provide details: _____

City Boards (Please indicate your preferences by ranking - denote your Primary choice with a "1", Secondary choice with a "2".)

2	Board of Adjustment	3	Planning Commission
1	Community Redevelopment Agency		Pension Trustee

Please list the type of City meetings you have attended: _____

Qualifications (Briefly describe specific expertise, abilities, or qualifications) Beaches resident 30+ years, 40+ yrs in I.T. industry, executive mgt, small business owner, rental property owner, HOA president

Education: <u>B.A. Mathematics & Computer Science, Project Mgt.</u>

Application for Appointment to City Boards (cont.)

State Reporting Requirements

Section 760.80, Florida Statutes, requires that the City annually submit a report to the Secretary of State disclosing race, gender, and physical disabilities of board members and elected officials. Please circle the appropriate responses.

Race

- ☐ African-American
☐ Asian/Pacific Islander
☐ American Indian/Alaskan

- ☒ Caucasian
☐ Hispanic
☐ Not Known

Gender

- ☐ Female
☒ Male

Physically Disabled

- ☐ Yes
☒ No

Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes.

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete, or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Clerk and are valid for two years from the date they are submitted. All applicants are interviewed following their application submittal. When vacancies occur, the City Council considers all eligible applicants and votes to make board appointments.

By submitting this form, I declare the foregoing facts to be true, correct, and complete. Additionally I hereby authorize a criminal background check.

Date

1/25/2023

Applicant's Signature

R. B. Bragg, Jr.



Application for Appointment to City Boards

Personal Information (Please print or type)

Name: Gregory W. Kleffner Home Phone: 904/537-3080
Home Address: 1601 Ocean Dr. S, Unit 505
E-Mail Address: gkleffner@gmail.com Cell Phone: 904/537-3080
Occupation: Executive - Chief Financial Officer Business Phone: 904/800-6835
Business Name: Trailer Bridge, Inc.
Business Address: 10405 New Berlin Rd., Jacksonville, FL 32226

Eligibility

Are you a resident of the City?	Yes ☒	No ☐	If yes, length of time: <u>3 yrs, 5 mon.</u>
Are you a registered voter?	Yes ☒	No ☐	If yes, what County: <u>Duval</u>
Do you own property in the City?	Yes ☒	No ☐	If yes, address: <u>Same as residence above</u>
Do you hold a public office?	Yes ☐	No ☒	If yes, Office name: _____
Are you employed by the City?	Yes ☐	No ☒	If yes, position: _____
Are you currently serving on a Board?	Yes ☐	No ☒	If yes, Board Name: _____
Have you been convicted of a felony?	Yes ☐	No ☒	If yes, provide date: _____
Have your civil rights been restored?	Yes ☐	No ☒	If yes, provide date: _____
Have you filed bankruptcy?	Yes ☐	No ☒	If yes, provide date: _____

Potential Conflict of Interest: Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Jacksonville Beach? Yes ☐ No ☒

If yes, please provide details: _____

City Boards (Please indicate your preferences by ranking - denote your Primary choice with a "1", Secondary choice with a "2".)

1 2 Board of Adjustment	1 1 Planning Commission	<i>Red numbers were confirmed by CC office</i>
1 Community Redevelopment Agency	1 Pension Trustee	

Please list the type of City meetings you have attended: Participated in Citizen's Information Academy and

Education: _____

Qualifications (Briefly describe specific expertise, abilities, or qualifications):

CFO at Trailer Bridge, Inc. 2023-, CFO of Stein Mart, Inc. (public company) 2009-2021 and
CFO at Kellwood Company (public company) 2002-2008 (Pension Trustee at both). Partner at
Arthur Andersen 1988-2002. Previous board member of Jax USA (part of Jax Chamber) and
Leadership Jacksonville. Previous member and officer of various St. Louis County, Missouri
Boards for 2-20 years including Economic Development Authority, IDA and Port Authority.

Application for Appointment to City Boards (cont.)

State Reporting Requirements

Section 760.80, Florida Statutes, requires that the City annually submit a report to the Secretary of State disclosing race, gender, and physical disabilities of board members and elected officials. Please check the appropriate boxes.

Race

- ☐ African-American ☒ Caucasian
☐ Asian/Pacific Islander ☐ Hispanic
☐ American Indian/Alaskan Native ☐ Not Known

Gender

- ☐ Female
☒ Male

Physically Disabled

- ☐ Yes
☒ No

Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes.

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete, or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Council when vacancies occur and remain valid for two years from date of completion.

By submitting this form, I declare the foregoing facts to be true, correct, and complete. Additionally I hereby authorize a criminal background check.

9/19/2023
Date


Applicant's Signature

City of Jacksonville Beach
Office of the City Clerk
11 North 3rd Street
Jacksonville Beach, Florida 32250



Phone: (904) 247-6299
E-mail: cityclerk@jaxbchfl.net

RECEIVED
01/05/2023
City Clerk's Office

Application for Appointment to City Boards

Personal Information (Please print or type)

Name: Anthony M Recco Home Phone: 315-559-6450
Home Address: 508 9th Ave N Jacksonville Beach
E-Mail Address: anthony.recco@ml.com Cell Phone: 315-559-6450
Occupation: Financial Advisor First Vice President Business Phone: 904-634-6174
Business Name: Merrill Bank of America
Business Address: 50 N Laura Street Suite 3700 Jacksonville FL 32202

Eligibility

Are you a resident of the City?	Yes ☒	No ☐	If yes, length of time: <u>4 Yrs</u>
Are you a registered voter?	Yes ☒	No ☐	If yes, what County: <u>Duval</u>
Do you own property in the City?	Yes ☒	No ☐	If yes, address: <u>508 9th Ave N Jax Bch</u>
Do you hold a public office?	Yes ☐	No ☒	If yes, Office name: _____
Are you employed by the City?	Yes ☐	No ☒	If yes, position: _____
Are you currently serving on a Board?	Yes ☐	No ☐	If yes, Board Name: _____
Have you been convicted of a felony?	Yes ☐	No ☒	If yes, provide date: _____
Have your civil rights been restored?	Yes ☐	No ☐	If yes, provide date: _____
Have you filed bankruptcy?	Yes ☐	No ☒	If yes, provide date: _____

Potential Conflict of Interest: Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Jacksonville Beach? Yes ☐ No ☒

If yes, please provide details: _____

City Boards (Please indicate your preferences by ranking - denote your Primary choice with a "1", Secondary choice with a "2".)

1 Board of Adjustment	3 Planning Commission
2 Community Redevelopment Agency	2 Pension Trustee

Please list the type of City meetings you have attended: Property variance meetings

Education: High School, some College

Qualifications (Briefly describe specific expertise, abilities, or qualifications):

20+ yrs of asset management career. I currently serve as President of the Senior Citizens council of Rome NY, President of the Michelle Adey Memorial Fund, Past President of Rotary Club, President of Teugega Point Homeowners Association(Until 02/01). I have a genuine interest in Community involvement coupled with a desire to help shape policy and development.

Application for Appointment to City Boards (cont.)

State Reporting Requirements

Section 760.80, Florida Statutes, requires that the City annually submit a report to the Secretary of State disclosing race, gender, and physical disabilities of board members and elected officials. Please check the appropriate boxes.

Race

- ☐ African-American ☒ Caucasian
☐ Asian/Pacific Islander ☐ Hispanic
☐ American Indian/Alaskan Native ☐ Not Known

Gender

- ☐ Female
☒ Male

Physically Disabled

- ☐ Yes
☒ No

Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes.

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

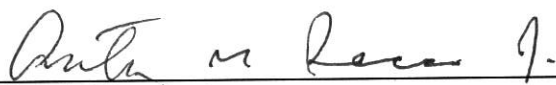
I understand that any false, incomplete, or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Council when vacancies occur and are effective for two years from date of completion.

By submitting this form, I declare the foregoing facts to be true, correct, and complete. Additionally I hereby authorize a criminal background check.

01/05/2023
Date


Applicant's Signature



Application for Appointment to City Boards

Personal Information (Please print or type)

Name:	<u>Laura Tierney</u>	Home Phone:	<u>904-229-9286</u>
Home Address:	<u>2060 Kings Road Jacksonville Beach, FL</u>		
E-Mail Address:	<u>laura.tierney@aol.com</u>	Cell Phone:	<u>904-229-9286</u>
Occupation:	<u>Attorney</u>	Business Phone:	<u>904-854-8995</u>
Business Name:	<u>Fidelity National Financial</u>		
Business Address:	<u>601 Riverside Ave. Bldg 5, Jacksonville FL 32204</u>		

Eligibility

Are you a resident of the City?	Yes ☒	No ☐	If yes, length of time: <u>12 years</u>
Are you a registered voter?	Yes ☒	No ☐	If yes, what County: <u>Duval</u>
Do you own property in the City?	Yes ☒	No ☐	If yes, address: <u>2060 Kings Rd. Jacksonville Beach</u>
Do you hold a public office?	Yes ☐	No ☒	If yes, Office name: _____
Are you employed by the City?	Yes ☐	No ☒	If yes, position: _____
Are you currently serving on a Board?	Yes ☐	No ☒	If yes, Board Name: _____
Have you been convicted of a felony?	Yes ☐	No ☒	If yes, provide date: _____
Have your civil rights been restored?	Yes ☐	No ☐	If yes, provide date: _____
Have you filed bankruptcy?	Yes ☐	No ☒	If yes, provide date: _____

Potential Conflict of Interest: Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Jacksonville Beach? Yes ☐ No ☒

If yes, please provide details: _____

City Boards (Please indicate your preferences by ranking - denote your Primary choice with a "1", Secondary choice with a "2".)

1 Board of Adjustment	1 2 Planning Commission
1 Community Redevelopment Agency	1 Pension Trustee

Please list the type of City meetings you have attended: None

Education: University of Arkansas, Juris Doctorate (1997), Bachelor of Arts (1994)
Licensed to practice law Florida (2008), Texas (2004), Arkansas (1997)

Qualifications (Briefly describe specific expertise, abilities, or qualifications):

I am a 25 year attorney having practiced primarily in the areas of
real estate with an emphasis on title insurance. I have managed cases
involving several property disputes including easements across boundary lines,
forever land mechanic liens. I have two daughters who attend Fletcher
middle school. I would enjoy the opportunity to use my experience and knowledge
to help the community and family live together and thrive.

Application for Appointment to City Boards (cont.)

State Reporting Requirements

Section 760.80, Florida Statutes, requires that the City annually submit a report to the Secretary of State disclosing race, gender, and physical disabilities of board members and elected officials. Please check the appropriate boxes.

Race

- ☐ African-American ☒ Caucasian
☐ Asian/Pacific Islander ☐ Hispanic
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Gender

- ☒ Female
☐ Male

Physically Disabled

- ☐ Yes
☒ No

Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes.

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I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Council when vacancies occur and are effective for two years from date of completion.

By submitting this form, I declare the foregoing facts to be true, correct, and complete. Additionally I hereby authorize a criminal background check.

Date

1-31-2023

Applicant's Signature

Xana Tunny

Active Board Applications

Applicant Name	Address	Phone	Email	Residency requirements	Registered voter	Board interest	Application date	Interview date
Ken Marsh	2011 Gail Ave	904/304-1906	kdcmarsh@gmail.com	Yes	Yes	1 - CRA	5/22/2023	10/12/2023
Samuel Langham	138 32nd Avenue S.	904/249-3403	salangham@reabc.com	Yes	Yes	1 - CRA 2 - PC	10/16/2023	10/18/2023
David Smith	130 5th Avenue N.	303/817-8999	groundwater@mac.com	Yes	Yes	1 - CRA	5/18/2022	11/16/2022
Anthony Recco	508 9th Ave N.	315/559-6450	anthony.recco@ml.com	Yes	Yes	1 - BOA 2 - CRA	1/5/2023	8/9/2023
John O'Connor	95 Jardin de Mer Pl	941/875-2968	john@oconeco.com	Yes	Yes	1 - PC 2 - CRA	1/5/2023	8/9/2023
Greg Kleffner	1601 Ocean Dr. S. #606	904/537-3080	gkleffner@gmail.com	Yes	Yes	1 - PC 2 - BOA	1/5/2023	10/12/2023
Andrew Hrycaj	376 1st Street S.	404/539-3275	hrycaj.hrycaj@gmail.com	Yes	Yes	1 - PC 2 - CRA	1/9/2023	8/9/2023
Jerry Beatty	2272 2nd Street S.	404/861-3268	jerrybeatty35@gmail.com	Yes	Yes	1 - PC 2 - CRA	1/9/2023	8/4/2023
John Hanna Jr.	3250 Isabella Blvd	904/612-9903	johnhanna48@comcast.net	Yes	Yes	1 - PC 2 - CRA	1/11/2023	8/9/2023
Ron Whittington	3 Millie Dr.	904/563-0402	ron@whittingtonpr.com	Yes	Yes	1 - CRA 2 - PC	1/11/2023	8/4/2023
Peter Weigold	111 15th Ave. S.	904/662-6515	pww65@aol.com	Yes	Yes	1 - CRA 2 - PC	1/11/2023	10/12/2023
Raymond Bragg	2002 Oceanfront S.	904/613-6177	bbragg@comcast.net	Yes	Yes	1 - CRA 2 - BOA	1/24/2023	8/9/2023
Richard Landes	736 2nd St. N.	904/343-4556	rjlandes@gmail.com	Yes	Yes	1 - PC	1/30/2023	10/12/2023
Laura Tierney	2060 Kings Rd.	904/229-9286	laura.tierney@fnf.com	Yes	Yes	1 - BOA 2 - PC	1/31/2023	10/13/2023
John Patrich Jr.	707 1st Street S. #304	904/923-8080	johnpatrich@gmail.com	Yes	Yes	1 - Pension	9/28/2023	10/12/2023

***Board applications are valid for two years.**

CITY COUNCIL AGENDA ITEM	
TO:	Mike Staffopoulos, City Manager
FROM:	Gene Paul N. Smith, Chief of Police
DATE:	01/22/2024
SUBJECT:	Police Department Vehicle Purchases

BACKGROUND

The Patrol Division is the Police Department's largest and most visible division. The six marked patrol vehicles the Police Department is requesting to purchase are assigned to the Patrol Division. This purchase is outside of vehicles acquired through the regular Vehicle Replacement Plan and were previously totaled in crashes from 2019 to present. Five of the patrol vehicles were struck by at-fault civilian drivers, and one was involved in a crash during an authorized police pursuit (see below). The at-fault drivers' insurance coverage provided only a percentage of the vehicle replacement cost to the city.

Car #	Date	Officer	Location	Case #	Reason for crash
1493	12/2/19	Williams	Beach / Suni Pines	JSO 19-819826	DUI
1627	10/10/20	Hawkins	600 3 rd St. No.	20-3565	DUI
1294	11/20/20	Mandile	Beach / Penman	20-4137	DUI
1965	4/18/22	Martin	3500 South Bch Pkwy	22-1226	DUI
1964	8/19/22	Ikram	Penman Rd (NB)	NB 80220716	Driver cited
2130	9/22/23	Smith	Beach / San Pablo	JSO 23-577178	Pursuit

Each solo patrol officer in the division is assigned a marked patrol vehicle. It has been the Police Department's practice to not replace the totaled vehicles immediately, but rather to retain the marked vehicles scheduled to have downed in their place. Due to numerous circumstances, the Police Department could not replace the crashed vehicles fast enough. The Police Department now has guidelines in place to mitigate this in the future. The purchase of these vehicles will return the police fleet to the appropriate level to support the department's mission of "Working with Citizens for a Safe Community."

FINANCIAL IMPACT

Funding is available in the General Capital Projects Fund, reserve for police vehicle replacements and the budget in account 315-00-0000-521-64-564001.

REQUESTED ACTION

Approve/Disapprove the purchase of six Police Department marked patrol vehicles outside of vehicles acquired through the regular Vehicle Replacement Plan that were previously totaled in crashes for an amount not to exceed \$347,898

ATTACHMENTS

1. Patrol Vehicle Quote 2023

BOZARD
GOVERNMENT FLEET

October 25, 2023

TOM BINGHAM
JACKSONVILLE BEACH PD

Bozard Ford is pleased to submit the following quote based on FSA Contract FSA 22-VEL31.0

SPEC198	FORD INTERCEPTOR UTILITY AWD 3.3L GAS (K8A), BASE SPECIFICATION INCLUDES	\$45,044.00
	DRIVER SIDE LED SPOTLAMP, REMOTE KEYLESS ENTRY W/4 FOBS	
2023	CREDIT FOR 2023/2024 MODEL	(\$3,782.00)
18D	GLOBAL LOCK/UNLOCK	NC
43D	DARK CAR FEATURE	\$24.00
17T	RED/WHITE DOME LAMP CARGO AREA	\$49.00
60A	GRILLE LAMP PREWIRE	\$49.00
19K	H8 AGM BATTERY	\$109.00
76P	PRE-COLLISION ASSIST	\$144.00
47A	ENGINE IDLE FEATURE (FACTORY SAFE STOP)	\$259.00
76R	REVERSE SENSING	\$274.00
87R	BACK UP CAMERA IN MIRROR DISPLAY	NC
86T	TAIL LAMP HOUSING PREP FOR STROBES	\$59.00
TINT	DEALER INSTALLED WINDOW TINT W/O STRIP ON WINDSHIELD	\$425.00
NST	NEW CITY TAG	\$185.00
PATROL	JAX BEACH PD PATROL EQUIPMENT INSTALLED TO AGENCY SPECIFICATION, INCL HAVIS S-VS-1012 INUT 22" CONSOLE (C-CUP2 CUPHOLDER, C-ARM 101 TOPMOUNT ARM REST, 3 OUTLET PLUG POWER SUPPLY, LOCKBOX, MMSU-1 MAGNETIC MIC HOLDER, CG-X CHARGE GUARD UNIV CONRTOL MODULE, BATTERY SAVER CUTOFF SWITCH, PRINTER MOUNT, MOUNTING BRACKET FOR APX-4500 MOTOROLA, FILLER AND MOUNTING BRACKETS AS NEEDED) HAVIS PREMIUM LAPTOP MOUNT WITH LAPTOP CRADLE AND SCREEN SUPPORTER, PROGARD PRISONER CAGE POLY CENTER SLIDER WITH EXPANDED METAL AND LEP, SETINA REAR PRISONER SEAT WITH BELTS AND POLY SLIDER BARRIER, SETINA TPO DOOR PANELS, SETINA REAR CARGO BARRIERS, SETINA POLY WINDOW BARRIERS, WESTIN ELITE PUSH BUMPER, SANTA CRUZ VERTICAL PARTITION MOUNT FOR SINGLE WEAPON, 4 3" LED LAMPS 2 FORWARD BUMPER 2 SIDE BUMPER (R/B), 4 6 LED THIN SURFACE MOUNT 1 R FLUSHMOUNT R SIDE OF TAG 1 R/B L SIDE OF TAG 2 R/B BOTTOM OF HATCH WHEN OPEN, SOUNDOFF 2 TIER PREM LED LIGHTBAR PACKAGE SIREN SPEAKER, 2 R/B SOUNDOFF HIDEAWAY LED IN TAIL LAMPS, 2 REAR LED R/B IN CARGO SIDES	
JS/96	ICONIC SILVER EXTERIOR / DK CHARCOAL GRAY INTERIOR	\$15,144.00 STD

Total

\$57,983.00

Sincerely,

Jeffrey Eason

Government Sales Director

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Heather Ireland, Planning and Development Director
DATE:	01/17/2024
SUBJECT:	Ordinance No. 2024-8209 Rezoning of Property Located at 504 1st Avenue South

BACKGROUND

The subject parcel has been owned by South Jax Rentals, LLC, since 2015 when they acquired the property. The property previously consisted of a small office, housed in a converted former residential house, and a metal industrial building used for storage of cold and dry food products, in support of a chain of local restaurants. The property is located in the CS zoning district, which is intended as a mix of lower intensity commercial and light industrial uses.

The owners recently received approval and will soon be under construction of a new two-story metal structure that would expand the storage uses onto the location of the former residential structure, and allow for some office related use as an accessory to the current storage. The CS zoning district allows for a mix of uses, which range from commercial uses such as office or restaurant uses, or more commercial uses such as light indoor manufacturing or warehousing. This includes uses such as industrial bakeries. The applicant is permitted in the CS zoning district to have indoor warehouse and storage as well as office uses, but there is no opportunity for any sort of food preparation supportive uses allowed in the CS district.

As the owner stores and distributes food items to their local restaurants, they wish to be able to prepare batch food, such as soups and broths and other items that would fall under commissary use. The request would be for all the proposed activity to occur inside the proposed new storage structure. As a commissary is neither a permitted nor conditional use in the CS zoning, nor is it specially a use allowed within any of the City's commercial zoning districts, the applicant is requesting a rezoning of the parcel to PUD, to allow the use of commissary on site in conjunction with their permitted storage and distribution.

Pursuant to the Land Development Code, the Planning Commission and City Council shall apply the standards in section 34-211(c) to the rezoning application and apply the standards in Section 34-348(j)3. to the Preliminary Development Plan.

Factors in Section 34-211(c) Applicable to Rezoning Applications:

(1) Whether the proposed amendment is consistent with the comprehensive plan;

Staff finds that the proposed amendment is consistent with the goals, objectives and policies of the comprehensive plan as identified below.

(2) Whether the proposed amendment is in conflict with any portion of the LDC;

Staff does not find any portions of the proposed rezoning are in conflict with any portion of the Land Development Code.

(3) Whether and the extent to which the proposed amendment is consistent with existing and proposed land uses;

Staff finds that the proposed rezoning is consistent with existing and proposed land uses.

(4) Whether and the extent to which there are any changed conditions that require an amendment;

Staff does not find that there are any changed conditions that require an amendment.

(5) Whether and the extent to which the proposed amendment would result in demands on public facilities, and whether and the extent to which the proposed amendment would exceed the level of service standards established for public facilities in the comprehensive plan;

The applicant would be required to meet the City's utility requirements as they relate to pre-treatment for any food related activities, much like a restaurant, involving the construction and maintenance of a privately owned grease trap. Solid waste would also be stored per the City's code requirements. Staff finds that the proposed PUD would not exceed any established levels of service.

(6) Whether, and the extent to which, zoning district boundaries are not properly drawn on the official zoning atlas;

Staff finds that the zoning district boundaries are properly drawn on the official zoning atlas.

(7) Whether and the extent to which the proposed amendment would result in significantly adverse impacts on the natural environment, including, but not limited to, water, air, storm water management, wildlife, vegetation, wetlands, and the natural functioning of the coastal environment;

Staff finds that the proposed rezoning is located within a previously developed area of the City, on a lot currently developed with structures and paved parking and driveways. Staff finds that there is no expected impact on the natural environment.

(8) Whether and the extent to which the proposed amendment would adversely affect the property values in the area;

Staff does not have data available to determine that there would be any negative affect on property values in the area.

(9) Whether and the extent to which the proposed amendment would result in a logical and orderly development pattern;

Staff finds that the proposed amendment would result in logical development by citing a commercial use within in a previously developed property used for light industrial uses, thus not creating any new development patterns, but focusing on redevelopment previously developed and compatible areas.

(10) Whether it is impossible to find other land in the city for the proposed use in a zoning district that permits such use as of right.

Staff previously noted, the use of a commissary is not a specially permitted or conditional use in any zoning district within the City. As the property is currently owned and used for the storage and distribution of bulk food products, and the fact that the CS zoning would be a compatible zoning district for this type of use, especially indoors, staff finds this is the most logical location, as there are no other places it is allowed by right. Additionally, the proposed use is substantially similar to both a restaurant and an industrial bakery, both of which are allowed by right or conditional use in the CS zoning district.

Standards in Section 34-348(j)3 Applicable to the PUD Preliminary Development Plans:

a. Area. There shall be no minimum acreage required.

The project area that is the subject of this application is 0.14 acres and one contiguous parcel.

b. Unified ownership or control. The title to all land that is part of a PUD zoning district designation shall be owned or controlled by one person. A person shall be considered to control all lands in the PUD either through ownership or written consent of the owners of the land to be subject to the conditions and standards of the development order for the development plan for the PUD zoning district designation.

The project area that is the subject of this application is completely owned by South Jax Rentals, LLC

c. Density. Residential development shall not exceed the maximum densities established in the RM- 2 zoning district.

There are no proposed residential uses as part of this request.

d. Building height: Thirty-five (35) feet.

The proposed maximum building height of new buildings is 35 feet, in compliance with the City's Charter.

e. Access. Safe and adequate access shall be provided to all development, either directly or indirectly, by a public right-of-way, private vehicular or pedestrian way or a commonly owned easement. City-owned vehicles shall be permitted access on privately owned roads, easements and common open spaces in order to perform basic municipal services such as fire and police protection and emergency service needs of the residents of the PUD.

Safe and adequate access is provided to the property mainly through the 5th Street South right of way, with secondary access off of 1st Street south.

f. Off-street parking and loading. The off-street parking and loading standards for the preliminary development plan for PUD shall comply with the requirements of article VIII, Division 1. A

The subject parcel is used for warehouse and storage, and the parking requirements are minimal. The applicant will meet the minimum parking requirements as shown in the preliminary site plan. The site is not open to the public and only employees will park on site.

g. Adequate public facilities. There shall be a demonstration that the development proposed in the preliminary development plan complies with article X, adequate public facilities standards.

The proposed additional use will not impact public facilities any more than a normal commercial restaurant and therefore, will not have an impact on the public facilities.

h. Common recreation and open space. The preliminary development plan shall comply with the following common recreation and open space standards.

The project is proposing a maximum of roughly 68% lot coverage, reserving more than 20% of the property as open space.

i. Compatibility of open spaces. Open space uses shall be designed in a compatible manner.

Staff finds that the proposed open spaces have been designed in a compatible manner with permitted uses on the property.

j. Compatibility with surrounding land uses. The development proposed in the Preliminary Development Plan shall be consistent with the character of surrounding land uses.

Staff finds that the proposed mix of uses is compatible with surrounding land uses.

k. Beach access. The preliminary development plan shall not diminish existing public beach access.

The proposed development does not have any impact on existing public beach access.

l. Consistency with comprehensive plan. The preliminary development plan shall be consistent with the comprehensive plan.

Staff finds that the preliminary development plan is consistent with the Comprehensive Plan as identified in the following section of this staff report.

Comprehensive Plan Consistency

Policy LU.1.2.2

An adequate amount of land exists in developed areas or areas being developed for neighborhood and general commercial, office and service, lodging, and industrial use in the City, or is planned for assembly and redevelopment to meet the needs of the projected resident, seasonal and day visitor populations through the planning period. Future commercial space needs of this type shall be met through in-fill development adjacent to similar uses or through redevelopment in designated areas.

Staff finds the proposed rezoning request will fulfill this land use policy by allowing for additional commercial uses in an existing developed commercial area and through the redevelopment of an existing commercial and light industrially used lot in the CS Future Land Use category.

Policy LU.1.2.3

The intensity of development in areas where in-fill development for commercial, office, service, or industrial use is proposed shall conform to the level of intensity on adjacent properties or as specified in the adopted Community Redevelopment Plans. A market analysis shall be required to accompany any application involving a proposed Future Land Use Map change from a residential land use category to a commercial land use category.

No proposed changes to the Future Land Use map are proposed. The proposed new use of a commissary will be internal to the new storage facility and will not result in more traffic to and from the site. The surrounding area is a complex mix of uses, some more and some less intense. The current cold storage use has not generated any negative effects on the surrounding neighborhood, and staff's opinion is the internal expansion of uses will not cause any future nuisance issues.

Policy LU.1.2.4

Land development regulations for commercial and industrial areas shall be revised utilizing the Standard Industrial Classification system as the basis for recognizing both the similarities and differences among the various types of economic activity within the community. The range of permitted uses shall be revised, and additional zoning classifications created in necessary to acknowledge the performance characteristics of different land uses.

Currently, the use of a commissary is not a use specifically enumerated in the City's Land Development Code, and based on the Standard Industrial Classification system, a commissary is unlike a restaurant or commercial bakery. While it may be a use added to future revisions of the Code, staff does not find that the demand for this use warrants a new zoning classification City wide, but rather is best accomplished through the use of a Planned Unit Development at this time to allow the expansion of uses to meet this policy.

Policy LU.1.2.6

The City recognizes that urban sprawl; as evidenced by the incidence of "leapfrog" development, strip commercial development, and large expanses of low-density, single dimensional land uses presents a fiscally and environmentally unsound urban form. However, in a mature community like Jacksonville Beach, development patterns have long been set. Nevertheless, it is the intent of the City to enforce its land development regulations in a manner which will discourage the development or extension of commercial strips, allow for mixed use development where appropriate, and support the redevelopment or revitalization of existing commercial areas.



Based on the proposed PUD, the new use of commissary added to the existing uses allowed in CS for this specific property, will allow a more efficient use of land, by combining several uses under one ownership, to co-exist within a single building. Though not traditional mixed use in the sense of residential and commercial combined, this additional use will not cause the expansion of any commercial strip centers, but better utilizes floor space inside a permitted cold storage facility, without increasing the intensity of demand on traffic and city infrastructure, locating within a area already served by municipal water and sewer.

Staff has reviewed the Rezoning request against the Land Development Code and adopted Comprehensive Plan, and finds that it is consistent with both. The proposed PUD Rezoning would allow for the expansion of commercial and industrial uses within an existing property that is currently used by the owner for other support uses for retail food sales. The addition of the use for a commissary will allow the applicant to make less trips in delivery vans to the various restaurants they service from this site, by combining cold and dry storage, and now prepared food, all to be picked up at a single location in lieu of two. Staff recommends **approval** of the request.

FINANCIAL IMPACT

Staff does not anticipate any fiscal impact to the City based on the approval of this rezoning request.

REQUESTED ACTION

Approve/Disapprove Ordinance No. 2024-8209 on the first reading to Rezone property located at 504 1st Avenue South owned by South Jax Rentals, LLC, and schedule a second reading for March 4, 2024

ATTACHMENTS

1. Ordinance No. 2024-8209

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

ORDINANCE NO. 2024-8209

AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, ESTABLISHING A PLANNED UNIT DEVELOPMENT: PUD ZONING DISTRICT WITHIN THE CITY OF JACKSONVILLE BEACH, FLORIDA, AS PROVIDED UNDER CHAPTER 34 OF THE CODE OF ORDINANCES OF SAID CITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Jacksonville Beach, Florida, heretofore enacted and established a Land Development Code and Zoning Atlas for said City; and

WHEREAS, the owners of certain lands in the City, more particularly described herein, have applied to the City Council for the rezoning of those lands from Commercial Service: CS, to Planned Unit Development: PUD; and

WHEREAS, the City Council has considered the application, project narrative, all relevant support materials, the staff report, the recommendation of the Planning Commission, and public testimony given at the public hearings; and

WHEREAS, all future development actions on the lands described herein shall be in accordance herewith, the City's Comprehensive Plan and Land Development Code, as applicable.

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

SECTION 1. The City Council has considered the adoption of this Ordinance based on one or more of the factors listed in Section 34-211(c) of the Land Development Code and hereby finds that this rezoning will not result in an adverse change in the community in which it is located.

SECTION 2. The City Council has considered the adoption of this Ordinance based on the standards listed in Section 34-348(j)(3) of the Land Development Code and hereby finds that the preliminary development plan for the PUD complies with the standards therein.

SECTION 3. The Land Development Code and Zoning Atlas previously adopted by the City Council of the City of Jacksonville Beach, Florida, be and the same is hereby amended and, as amended, shall henceforth read as follows:

That all of the certain land in the City of Jacksonville Beach, Florida, described in the "Legal Description of Applicant's Property" attached hereto as Exhibit "A", that is heretofore zoned as CS be and the same is hereby designated as Planned Unit Development: PUD, so that henceforth the same shall be classified and construed to be embraced within the meaning and subject of the

general provisions of the Planned Unit Development: PUD zoning category as provided in Article VII, Section 34-348 of the Jacksonville Beach Land Development Code (Chapter 34 of the Code of Ordinances of the City of Jacksonville Beach, Florida), subject to the following additional limitations:

- A. The rezoning application dated September 20, 2023, attached hereto as Exhibit “B” (including project narrative description date-stamped October 30, 2023 and labeled “revised”), and Preliminary PUD Development Plan titled “Site Plan” dated September 20, 2023 (attached thereto), which have been submitted to the City of Jacksonville Beach Planning and Development Department, are hereby adopted and incorporated as part of this amendment to the Jacksonville Beach Land Development Code and Zoning Atlas.
- B. The project shall be generally carried out in accordance with the presentments of the rezoning application, the project narrative, and the preliminary site development plan.

SECTION 4. CONFLICTING ORDINANCES. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5. SEVERABILITY. If any section, subsection, clause, or provision of this Ordinance is deemed invalid or unconstitutional by a court of competent jurisdiction, such portion will become a separate provision and will not affect the remaining provisions of this Ordinance.

SECTION 6. SCRIVENER’S ERRORS. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk and City Attorney, may be corrected with the endorsement of the City Manager without the need for a public hearing or further action by the City Council.

SECTION 7. EFFECTIVE DATE. This Ordinance shall take effect upon its adoption and recordation with the Clerk of Circuit Court, Duval County, Florida.

AUTHENTICATED this _____ day of _____, 2024.

Christine H. Hoffman, Mayor

Sheri Gosselin, City Clerk

Exhibit 1

Legal Description

Lot 1, Block 16, Pablo Beach South, according to the map or plat thereof, as recorded in Plat Book 3, Page(s) 28, of the Public Records of Duval County, Florida.

RECEIVED

PC No. 19-23
AS/400# 23-100110
PC HEARING 12/11/23

This form is intended for use by persons applying for a change in the boundaries of a specific property or group of properties under the person or persons control. A rezoning is not intended to relieve a particular hardship, nor to confer special privileges or rights on any person, but to make necessary adjustments in light of changed conditions. No rezoning may be approved except in conformance with the Jacksonville Beach 2030 Comprehensive Plan Elements. An application for a rezoning shall include the information and attachments listed below, unless the requirement for any particular item is waived by the Planning and Development Director. All applications shall include a \$1,000.00 filing fee, as required by City Ordinance. A separate fee for advertising costs will be assessed accordingly.

APPLICANT INFORMATIONLand Owner's Name: South Jax Rentals, LLC.Telephone: 904-746-7002Mailing Address: 504 1st Ave. South

Fax:

Jax Beach, FL. 32250

E-Mail:

Applicant Name: Brad WesterTelephone: 904 294 3768Mailing Address: 1 Independent Dr. Suite 1200

Fax:

Jax, FL. 32202E-Mail: bwester@drivermcafee.com**NOTE: Written authorization from the land owner is required if the applicant is not the owner.**Agent Name: See above.Telephone: -Mailing Address: -

Fax:

E-Mail: -

Please provide the name, address and telephone number for any other land use, environmental, engineering, architectural, economic, or other professional consultants assisting with the application on a separate sheet of paper.

REZONING DATAStreet address of property and/or Real Estate Number: 175616-0000 (504 1st Ave South)Legal Description (attach copies of any instruments references, such as but not limited to deeds, plats, easements, covenants, and restrictions): See attachedCurrent Zoning Classification: CS Future Land Use Map Designation: CommercialProposed Zoning Classification: PUD**REQUIRED INFORMATION**

Attached?

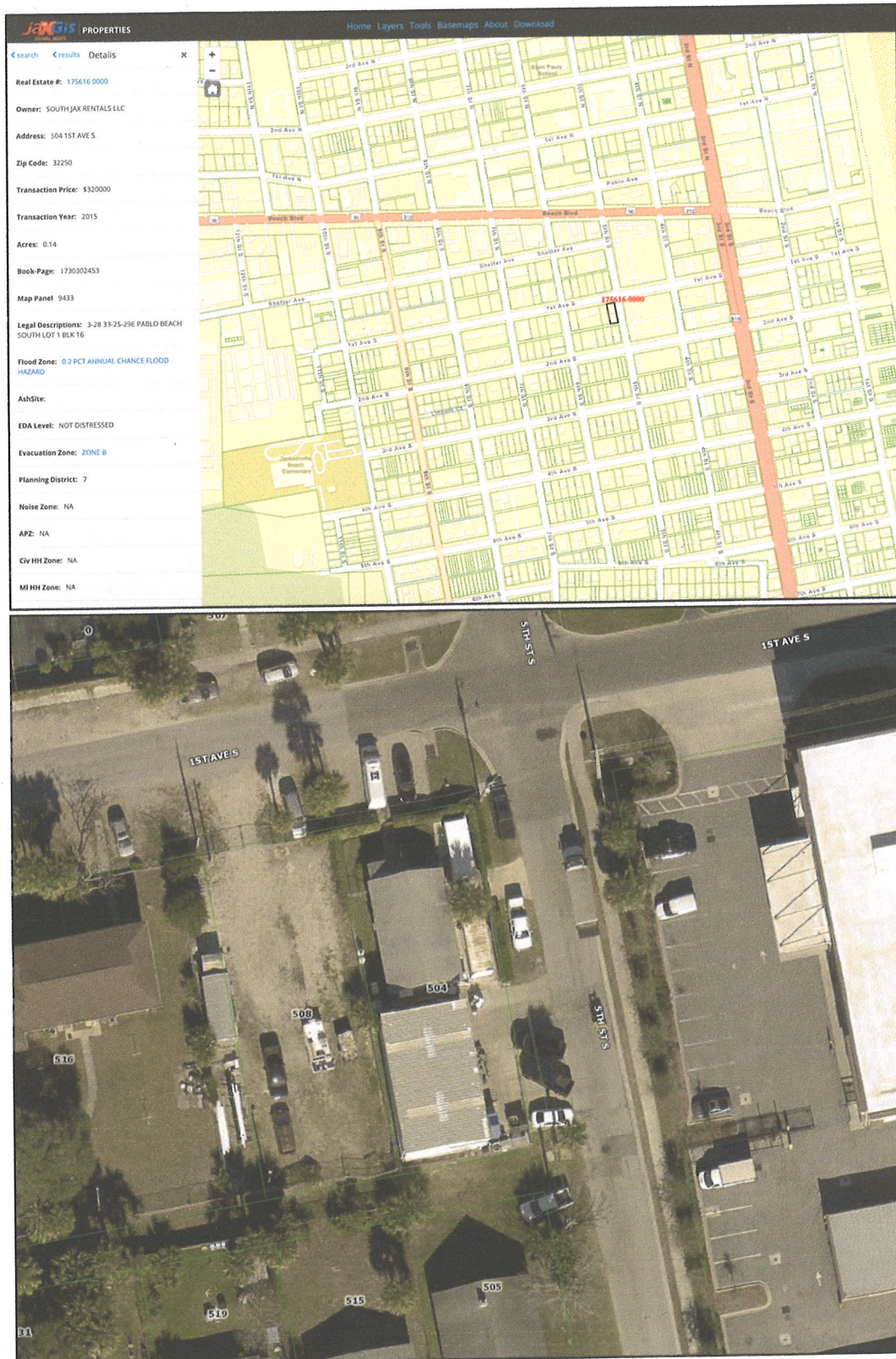
Yes No

- | | | |
|---|-------------------------------------|--------------------------|
| 1. A copy of the relevant Duval County Property Assessment Map, showing the exact location of the land proposed for the amendment, with the boundaries clearly marked; | ☒ | ☐ |
| 2. An 8½" x 11" vicinity map identifying the property proposed for amendment; | ☒ | ☐ |
| 3. An aerial photograph, less than twelve (12) months old, of the land proposed for amendment, with the boundaries clearly marked; | ☒ | ☐ |
| 4. For a rezoning, include a narrative description of the proposed amendment to the Zoning Map designation and an explanation of why it complies with the standards governing a rezoning the LDC. | ☒ | ☐ |

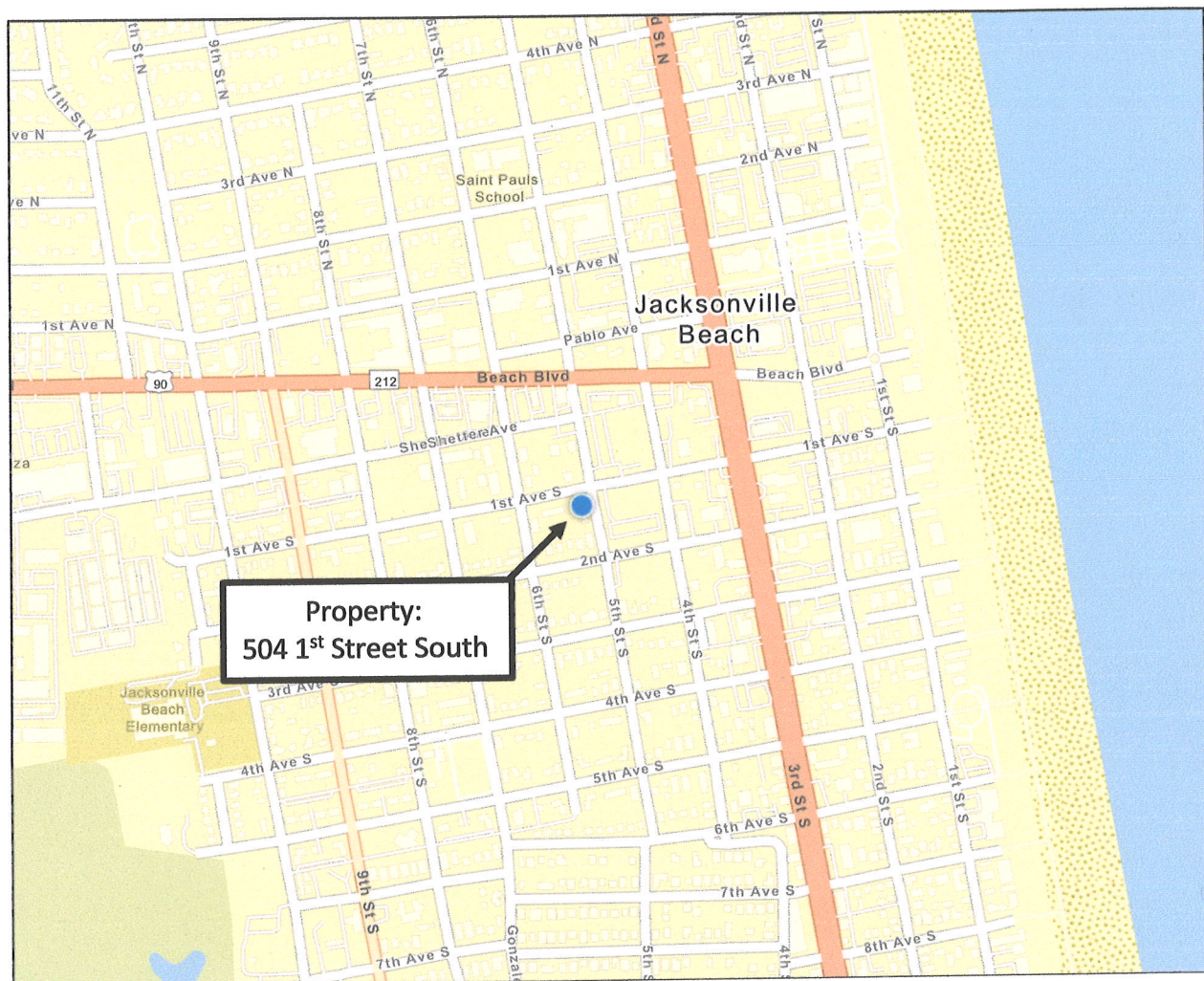
Applicant Signature: [Signature]Date: Sept 20, 2023

Exhibit 2

Property Appraiser Map & Aerial



Vicinity Map



Agent Authorization

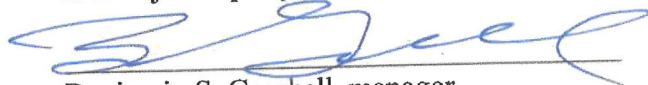
City of Jacksonville Beach
Planning and Development Department
City Hall First Floor
11 North Third Street
Jacksonville Beach, Florida 32250

Re: Agent Authorization for 504 1st Avenue South, Jacksonville Beach, FL 32250
(RE# 175616-0000)

Ladies and Gentlemen:

You are hereby advised that Benjamin S. Groshell, a manager of South Jax Rentals, LLC, a Florida limited liability company, hereby authorizes and empowers Driver, McAfee, Hawthorne & Diebenow, PLLC, to act as agent to file an application for rezoning and such other entitlements as may be required for the above referenced property and in connection with such authorization to file such applications, papers, documents, requests and other matters necessary for such requested change to accommodate a 'commissary' and similar 'provisions' for restaurant operations as submitted to the Jacksonville Beach Planning and Development Department.

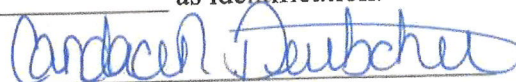
South Jax Rentals, LLC, a Florida limited
liability company

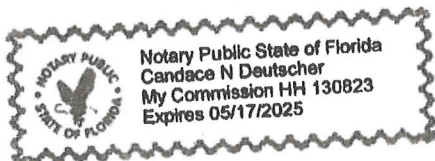

Benjamin S. Groshell, manager

STATE OF Florida
COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this 27th day of October, 2022 by, Benjamin S. Groshell, a manager of South Jax Rentals, LLC, a Florida limited liability company, on behalf of the company, who is ☒ personally known to me or ☐ has produced _____ as identification.

[Notary Seal]


(Notary Signature)



Agent Authorization

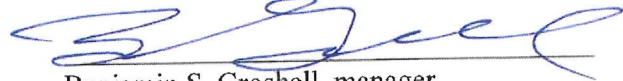
City of Jacksonville Beach
Planning and Development Department
City Hall First Floor
11 North Third Street
Jacksonville Beach, Florida 32250

**Re: Agent Authorization for 504 1st Avenue South, Jacksonville Beach, FL 32250
(RE# 175616-0000)**

Ladies and Gentlemen:

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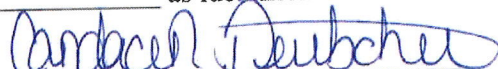
South Jax Rentals, LLC, a Florida limited liability company

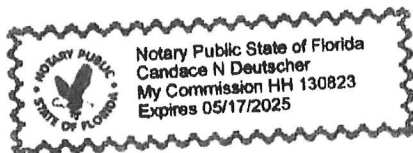

Benjamin S. Groshell, manager

STATE OF Florida
COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 27th day of October, 2022 by, Benjamin S. Groshell, a manager of South Jax Rentals, LLC, a Florida limited liability company, on behalf of the company, who is ☒ personally known to me or ☐ has produced _____ as identification.

[Notary Seal]

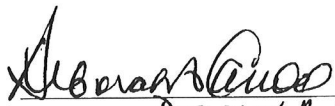

(Notary Signature)



File Number: 15-9642C

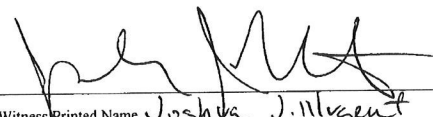
In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

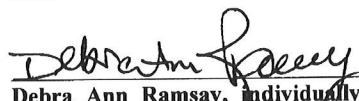
Signed, sealed and delivered in our presence:


 Witness Printed Name DEBORAH A. CARROLL

 (Seal)
Wayne Knight Ramsay, III, individually and as Trustee of the Ramsay Family Revocable Trust under agreement dated September 6, 2012

Address: 803 6th Avenue North, Jacksonville Beach, Florida 32250

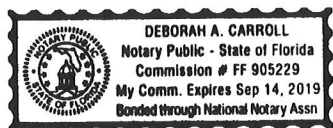

 Witness Printed Name Joshua J. Nugent

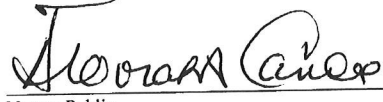
 (Seal)
Debra Ann Ramsay, individually and as Trustee of the Ramsay Family Revocable Trust under agreement dated September 6, 2012

Address: 803 6th Avenue North, Jacksonville Beach, Florida 32250

State of **Florida**
 County of **Duval**

The foregoing instrument was acknowledged before me this **14th** day of **September**, 2015, by **Wayne Knight Ramsay, III, and Debra Ann Ramsay, individually and as Trustees of the Ramsay Family Revocable Trust under agreement dated September 6, 2012**, who are personally known to me or who have produced **drivers license** as identification.




 Notary Public

Print Name: _____

My Commission Expires: _____

Notary Seal

NARRATIVE DESCRIPTION
Southern Provisions Commissary
Proposed Rezoning from CS to PUD District
October 24, 2023

23-100110
5041st Ave S.
OCT 30 2023
Revised
Rezoning

South Jax Rentals, LLC (“Owner”) proposes to rezone approximately 0.14 acres of property from Commercial Service (“CS”) to Planned Unit Development (“PUD”) at 504 1st Avenue South, (RE# 175616-0000, the “Property”). The following is a description of the proposed PUD and the Preliminary Development Plan (“PDP”) supporting same. Also included is an explanation of why the proposed development complies with the standards governing PUD rezonings and PDPs in the City of Jacksonville Beach (“City”) Land Development Code (“LDC”).

I. INTRODUCTION

The Property is located within the Commercial functional land use category according to the Future Land Use Map (“FLUM”) series adopted as part of the 2030 Comprehensive Plan and is zoned CS.

Owner requests this PUD rezoning to permit improvements to the site, including replacing the old converted single-story residential structure (circa 1928) and accessory structures at the corner of 1st Avenue South and 5th Street South with a new building and parking on the Property for the existing allowable uses within CS zoning and add commissary use (the “Project”).

Currently, the Property is used for office, warehouse, processing and distribution of provisions for restaurants. However, commissary use, as needed and described specific to cooking, preparation, packaging and distribution of cooked food items, is not a listed use in CS zoning. Commissary use will be included in this PUD.

The Property is in a predominantly commercial area generally southwest of the Beach Boulevard and 3rd Street intersection. Other uses in the immediate area include mini-warehouse storage to the east, Publix grocery store and retail shopping center to the northeast, C Side plant and garden nursery to the north, vacant land and Quadraplex residential unit to the west, and an existing residence to the south, separated by a 12’ open alley.

II. PRELIMINARY DEVELOPMENT PLAN

- A. Submission of application.* Following the preapplication conference, an application for rezoning and a PDP for PUD zoning district classification shall be submitted to the Planning and Development Director, along with a nonrefundable application fee which is established from time to time by the City Council to defray the actual cost of processing the application.
- B. Contents of application.* The rezoning and PDP application shall include the following information:
1. The names, address and telephone number of the owners of record of the land proposed for development.

Owner: South Jax Rentals, LLC
504 1st Avenue South
Jacksonville Beach, FL 32250
(904) 746-7002

2. The name, address, and telephone number of the developer, if different from the owner, and an explanation of the difference.

There is no difference between the Owner and developer.

3. The name, address and telephone number of the agent of the applicant, if there is an agent.

Applicant/Agent: Brad Wester & Steve Diebenow
Driver, McAfee, Hawthorne & Diebenow, PLLC
One Independent Drive, Suite 1200
Jacksonville, FL 32202
bwester@drivermcafee.com
sdiebenow@drivermcafee.com
(904) 301-1269

4. The name, address, and telephone number of all land use, environmental, engineering, economic, or other professionals that are assisting with the application.

General Contractor: Ronnie Leinwohl, PE
Urban Partners
13553 Atlantic Blvd.
Jacksonville, FL 32225
904-270-2225

Civil Engineer: Robert K. Phillips, PE
1550 Selva Marina Drive
Atlantic Beach, FL 32233
904-903-8715

Architect: Kevin Connors
Connors Design Group, LLC
106B Canal Boulevard
Ponte Vedra Beach, FL 32082
904-484-8659

5. The name, address and legal description of the land on which the PDP is proposed to occur, with attached copies of any instruments referenced, such as but not limited to deeds, plats, easements, covenants and restrictions.

The Property includes the addresses as defined above. The legal description and deeds are attached hereto as Exhibit 1.

6. A copy of the relevant Duval County Property Appraiser map, showing the exact location of the land proposed for development, with the boundaries already marked.

The Property Appraiser Map and Aerial is attached hereto as Exhibit 2.

7. An eight and one-half (8 ½) by eleven (11) vicinity map locating the proposed land for development.

The vicinity map is attached hereto as Exhibit 3.

8. A statement of the planning objectives to be achieved by the planned redevelopment activity and its consistency with the Jacksonville Beach Comprehensive Plan. The statement shall include a detailed description of the character of the proposed development, including information relative to the architectural style of the proposed development.

- i. Description of Character of Proposed Development.

The Property is located generally southwest of the Beach Boulevard and 3rd Street intersection, within a predominantly commercial area and currently designated Commercial by the 2030 Comprehensive Plan and zoned CS. Consistent with its location, the Project proposes to replace the old single-story residential structure and accessory structures with a new two-story metal building and parking on the Property.

Currently, the Property is used for office, warehouse, processing and distribution of provisions for restaurants. The commissary use, to be included in the PUD, is needed for cooking, preparation, packaging and distribution of food items. The cooking, preparation and packaging work related to the commissary use will be limited to the interior of the structure. The existing use and proposed commissary use is compatible with various commercial uses in the immediate area, including grocery, restaurant, landscaping/nursery supply, and brewery/distribution type establishments.

The Project contemplates a single phase of development.

- ii. Consistency with Jacksonville Beach Community Redevelopment Plan.

The Project is not within the community redevelopment area.

9. A statement of the applicant's intention with regard to the form of ownership contemplated for the development when construction is completed, e.g., sale or lease of all or some of the development including rental units, condominiums, or fee simple conveyance.

The Project is intended to remain in a similar form of ownership when constructed for the purposes previously described.

10. A description of the proposed development, including:

- i. The number and type of residential dwelling units. Currently, the Project contemplates the commercial use only, as previously described.
- ii. The approximate gross density for the residential development. The Project does not include any residential use.
- iii. The amounts of land and building square footages for nonresidential developments, by type of use, including any portions to be reserved for public use.

Current Future Land Use:

Commercial – 0.14 Acres

Current Zoning:

CS – 0.14 Acres

Current Square Footage:

±912 sf commercial building (converted residence structure to be replaced with new ±2,046 sf metal building). The existing ±1,515 sf commercial building will remain. There are two structures on the property now and there will be two structures when the project is completed. The structures will be attached and appear as one as depicted on the site plan and floor plan exhibits.

Current Lot Coverage:

67.56%

Proposed Zoning:

PUD – 0.14 acres

Proposed Square Footage:

±2,046 sf commercial building (after replacing the existing ±912 sf converted residence structure). There are two structures on the property now and there will be two structures when the project is completed. The structures will be attached and appear as one as depicted on the site plan and floor plan exhibits.

Proposed Maximum Lot Coverage:

81.25%

11. A concept plan showing the location of all proposed buildings, the proposed traffic circulation system, and parking facilities.

The site plan showing the location of structures is attached hereto as Exhibit 4.

12. A tentative development schedule indicating:

- i. The approximate date when construction of the development can be expected to begin.

Construction will commence immediately after the PUD and or construction plans are approved.

- ii. The stages in which the development will be built and the approximate date when construction each stage can be expected to begin.

Construction will commence in a single stage with demolition and new construction immediately after the PUD and or construction plans are approved.

- iii. The approximate date when each stage of development will be completed.

Completion of the single stage demolition and new construction is anticipated to be within 1 year after the PUD and or construction plans are approved.

C. *Standards.* This PUD zoning district shall comply with the following standards:

1. *Land Area.* Development shall be approved only on land having an area which is deemed to be adequate and appropriate.
2. *Uses.* Permitted Uses including the following:
 - a. Commissary use which includes cooking, preparation, packaging and or distribution of provisions for eating either on-premises or off-premises.
 - b. Uses in the CS zoning district as permitted by right and permitted as accessory uses. Conditional uses are allowed subject to the CS zoning district standards and procedures.
3. *Traffic circulation control and parking.* Traffic circulation and parking is to be provided by way of 1st Avenue South and 5th Street South with direct connections to surrounding streets including Beach Boulevard and 3rd Street, as shown on the site plan attached hereto as Exhibit 4.
4. *Site design and lot layout standards.* Site design and lot layout standards are shown on the site plan attached hereto as Exhibit 4.

5. *Off-street parking and loading.* Four (4) parking spaces total to include two (2) standard spaces, one (1) ADA space, and one (1) van parking space. Parking and loading is provided as shown on the site plan attached hereto as Exhibit 4.
6. *Open space requirements.* Not applicable.
7. *Signage.* All signs erected shall be consistent with standards of Article VIII, Division 4.
8. *Landscaping.* Consistent with the standards of Article VIII, Division 3.
9. *Environmental.* The stormwater management and flood protection standards shall be consistent with the standards in Article VIII, Division 5.
10. *Utility easements.* Easements necessary for the orderly extension and maintenance of public utility systems shall be required where they are necessary and adequately service the development.
11. *Adequate public facilities.* There shall be adequate potable water, sanitary sewer, stormwater management, solid waste, park, roads, police, fire and emergency management services facilities to service the development. The application shall comply with the standards in Article X, Adequate public facilities standards. Solid waste will be collected on site within appropriate dumpster and or compactor facilities.
12. *Comprehensive plan consistency.* The proposed redevelopment is consistent with and furthers the general purpose and intent of the 2030 Comprehensive Plan, specifically contributing to the following goals, objectives and policies:

Future Land Use Element:

- i. Goal LU.1 – Provide for a continued high quality of life in Jacksonville Beach by planning for population growth, public and private development and redevelopment, energy conservation; and the proper distribution, location, and extent of land uses by type, density, and intensity consistent with efficient and adequate levels of services and facilities, and the protection of natural and environmental resources.
- ii. Policy LU.1.2.2 – An adequate amount of land exists in developed areas or areas being developed for neighborhood and general commercial, office and service, lodging, and industrial use in the City, or is planned for assembly and redevelopment to meet the needs of the projected resident, seasonal and day visitor populations through the planning period. Future commercial space needs of this type shall be met through in-fill development adjacent to similar uses or through redevelopment in designated areas.
- iii. Policy LU.1.2.3 – The intensity of development in areas where in-fill development for commercial, office, service, or industrial use is proposed shall conform to the level of intensity on adjacent properties or as specified in the adopted Community Redevelopment Plans. A market analysis shall be required to accompany any

application involving a proposed Future Land Use Map change from a residential land use category to a commercial land use category.

- iv. Policy LU.1.2.4 Land development regulations for commercial and industrial areas shall be revised utilizing the Standard Industrial Classification system as the basis for recognizing both the similarities and differences among the various types of economic activity within the community. The range of permitted uses shall be revised and additional zoning classifications created in necessary to acknowledge the performance characteristics of different land uses.
- v. Policy LU.1.2.6 The City recognizes that urban sprawl; as evidenced by the incidence of "leapfrog" development, strip commercial development, and large expanses of low-density, single dimensional land uses presents a fiscally and environmentally unsound urban form. However, in a mature community like Jacksonville Beach, development patterns have long been set. Nevertheless, it is the intent of the City to enforce its land development regulations in a manner which will discourage the development or extension of commercial strips, allow for mixed use development where appropriate, and support the redevelopment or revitalization of existing commercial areas.
- vi. Objective LU.1.4 – Future land development activities shall be directed to appropriate areas as described in this Future Land Use Element or as depicted on the Future Land Use Map. All future land use shall be consistent with sound planning principles and the limitations of the natural environment including sensitivity to problems posed by greenhouse gas generation, topographic and soil conditions, conservation-protected lands such as estuarine wetlands and the beach, and conservation-restricted lands such as palustrine wetlands and flood prone areas including the coastal zones. Future land development activities shall be considerate of the need to preserve and protect historic resources; the desired community character, and the goals, objectives, and policies relating to the development of the land embodied in the other Elements of this Plan.
- vii. Objective LU.1.9 – Design of Commercial and Industrial Developments. Commercial and industrial development/ redevelopment will be designed to enhance access and circulation, and result in a positive and attractive built environment.

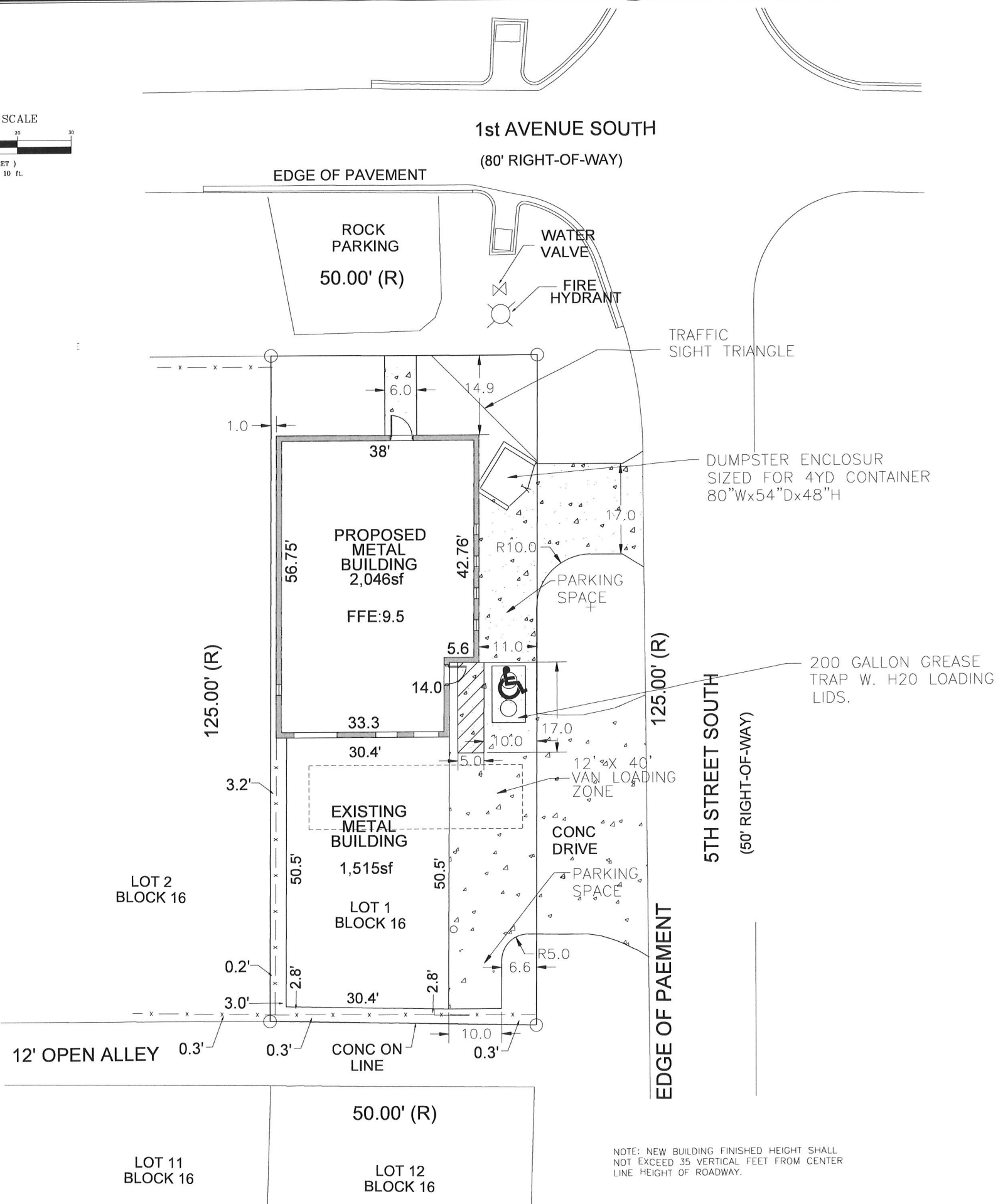
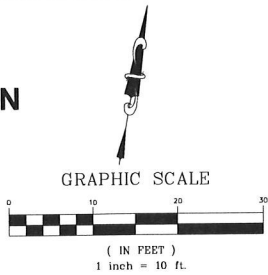
Transportation Element

- i. Objective TE 1.4 – Provide for safe and convenient traffic flow and parking.
 - ii. Policy TE 1.4.6 – The City shall require all new commercial, institutional, and industrial uses to provide off-street loading zones. Such zones shall have minimum dimensions of twelve (12) feet by forty (40) feet.
13. *Time limitations.* The receipt of a development order for this PUD zoning shall expire at the end of one (1) year after the date of its initial approval, which is to begin the day after the appeal period ends, unless an application for a development permit for a development plan has been submitted to the planning and development director. Only one (1), one (1) year extension shall be granted by the City Council upon written application to the Planning

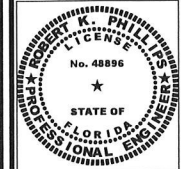
and Development Director. Written application requesting the extension shall be submitted to the Planning and Development Director no later than thirty (30) working days before the date that the development order is to expire. The timelines and year-long extension herein shall be in addition to any pause, tolling and/or extension provided by federal, state or local law regarding state of emergencies, including but not limited to such relief offered in section 252.363, *Florida Statutes* (2021). Once a timely application for a development permit for a development plan has been submitted, any subsequent application may be filed notwithstanding the time provisions herein.

14. *Minor deviation to PDP.* Minor deviations shall be allowed pursuant to the LDC.
15. *Amendments to PDP.* Amendments to the preliminary development plan shall be allowed pursuant to the LDC.
16. *Development plan.* An application for development plan shall be filed according to the time limitations set forth in section III.C.14. of this PUD rezoning.

EXHIBIT 4
PUD SITE PLAN



Robert K. Phillips, PE
1550 Selva Marina Drive
Atlantic Beach, Florida 32233
(904) 903-8715 · rkphillipspe@gmail.com
FL PE 48896



REVISIONS:
JAX BEACH MOD 6/22

504 1ST AVE. S. COMMERCIAL BUILDING
504 1ST AVENUE SOUTH
JACKSONVILLE BEACH, FLORIDA

EXHIBIT 4 PUD SITE PLAN

DRAWN/DESIGNER (CHECKED)	D.B.	M.P.	R.K.P.
DATE:	SEPT 20 2023		
SCALE:	1" = 10'		
PROJECT No.	3000-22		
DRAWING NUMBER	5		