



City of Jacksonville Beach

11 North Third Street
Jacksonville Beach, Florida

Agenda

City Council

Monday, December 6, 2021

6:00 PM

Council Chambers

MEMORANDUM TO:

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

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

OPENING CEREMONIES: INVOCATION, FOLLOWED BY SALUTE TO THE FLAG

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- A. Council Briefing held on November 8, 2021
- B. Regular Council Meeting held on November 15, 2021
- C. Council Briefing held on November 22, 2021

ANNOUNCEMENTS

COURTESY OF THE FLOOR TO VISITORS

MAYOR AND CITY COUNCIL

- A. Present Certificates to Council Members Janson, Meza, and Stokes for completion of the Institute for Elected Municipal Officials (IEMO) held in Kissimmee, Florida, on October 8-10, 2021

CITY CLERK

CITY MANAGER

- A. Reappoint John Moreland to a new four-year term as a Regular Member of the Board of Adjustment beginning January 1, 2022, and expiring December 31, 2025;

AND

Reappoint Frank Reddington to a new four-year term as a Regular Member of the Board of Adjustment beginning January 1, 2022, and expiring December 31, 2025;

AND

Reappoint Daniel Elmaleh to a new four-year term as 1st Alternate of the Board of Adjustment beginning January 1, 2022, and expiring December 31, 2025;

AND

Nominate and appoint one 2nd Alternate to the Board of Adjustment for a new four-year term beginning January 1, 2022, and expiring December 31, 2025.

- B. Reappoint Margo Moehring to a new four-year term as a Regular Member of the Planning Commission beginning January 1, 2022, and expiring December 31, 2025;

AND

Nominate and appoint one 2nd Alternate to the Planning Commission for a new four-year term beginning January 1, 2022, and expiring December 31, 2025.

- C. Reappoint Brandon Maresma to serve as a trustee as the fifth member on the General Employees' Pension Board beginning January 1, 2022, and expiring December 31, 2023
- D. Award/Reject RFP Number 07-2021 for Citywide Janitorial Services to Superior Janitorial Services and authorize the Mayor and City Manager to execute the Contract Agreement

RESOLUTIONS

- A. Adopt/Deny Resolution No. 2096-2021 amending the Position Classification and Pay Plan for Managerial, Professional, and Administrative (Nonunion) Positions effective December 6, 2021.
- B. Adopt/Deny Resolution No. 2097-2021, authorizing the Mayor and City Manager to execute an amendment and restatement of the Interlocal agreement for the distribution of local option gas taxes.

ORDINANCES

- A. Approve/Disapprove Ordinance No. 2021-8169 on the first reading extending the temporary moratorium on the commercial rental and lease, and use of rented and leased, electric personal assistive mobility devices, micromobility devices, and motorized scooters until April 21, 2022, and schedule a second reading for December 20, 2021

ADJOURNMENT

NOTICE

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

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodations 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.

In accordance with Section 286.0105, Florida Statutes, if any person decides to appeal any decision made by the council with respect to any matter considered at such meeting, they will need a record of the proceedings. For such purpose, they 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 Council Briefing began at 5:30 P.M. The meeting was held via video conference using the Zoom platform.

The following City Council Members were in attendance:

Mayor: Christine Hoffman

Council Members:	Georgette Dumont	Sandy Golding	Dan Janson
	Fernando Meza	Cory Nichols	Chet Stokes

Also present were City Manager Mike Staffopoulos, City Attorney Sandra Robinson, Director of Planning and Development Heather Ireland, and City Clerk Sheri Gosselin.

Purpose of Briefing

The purpose of the Briefing was to allow Council Members to discuss applicants for board appointments.

City Manager

Board appointment discussion

Mayor Hoffman asked the Council for feedback regarding the interview process. Conversation ensued regarding the current process. It was the consensus of the Council to refine the interview questions.

The Council suggested including a presentation explaining the different boards and their responsibilities in the proposed Citizen Information Academy.

Conversation ensued regarding the need for staff to continue providing a printed version of all board agenda packets to board members if requested.

Mayor Hoffman asked the Council for feedback on the board applicants. Conversation ensued regarding the applicants and current Board members interviewed on October 13, 14, 15, and November 4, 2021, the reappointment process for the Pension Boards, and term limits.

It was the consensus of the Council to support the reappointment of the current board members whose terms would expire on December 31, 2021. Formal consideration would be done at the December 6, 2021, City Council meeting.

The Council also had a consensus to move the following board applicants forward for consideration for the vacant 2nd Alternate seats at the December 6, 2021, City Council meeting:

- For the Board of Adjustment – Todd Smith and Peter (Chris) Schroder
- For the Planning Commission – Nicholas Andrews, Heather McConville, and Emily Stouffer

Miscellaneous topics

Council Member Dumont stated she received complaints about renters from Short Term Vacation Rentals (STVR) walking on the dunes. Conversation ensued regarding what STVRs are required to post on-site about local rules and regulations of the City and the beach.

City Manager Mike Staffopoulos stated guidelines for distributing the requested information have not been established but were part of a longer-term Visitor's Communication Strategies as part of the Strategic Plan elements.

Council Member Nichols stated with the recent weather and surf contests, several people were standing on the dunes. Mr. Nichols suggested reiterating to the event organizers to remind event-goers to remain off the dunes. Council Member Meza stated he noticed some event organizers were telling event-goers to get off the dunes.

Mr. Meza asked if local businesses could use the slogan "The Beach Life" and #thebeachlife. Mr. Staffopoulos stated the chair logo on the water tower is the only copyright the City holds. Mr. Staffopoulos suggested the Planning and Development Department confirm the language of the copyright. Mr. Staffopoulos stated a Council Briefing item regarding community branding would be brought up after the first of the year.

The Briefing adjourned at 6:12 P.M.

Submitted by: Jodilynn Byrd
Deputy City Clerk

Approved:

Christine H. Hoffman, MAYOR

Date: _____

**Minutes of Regular City Council Meeting
held Monday, November 15, 2021, at 6:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida**



OPENING CEREMONIES:

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

CALL TO ORDER:

Mayor Hoffman called the meeting to order at 6:00 P.M.

ROLL CALL:

Mayor: Christine Hoffman

Council Members: Georgette Dumont Sandy Golding Dan Janson
Fernando Meza Cory Nichols Chet Stokes

Also present were: City Manager Mike Staffopoulos, City Attorney Sandra Robinson, Chief Financial Officer Ashlie Gossett, Police Commander Eric Shaughnessy, Public Safety Communication Supervisor Erin Citrullo, and City Clerk Sheri Gosselin

APPROVAL OF MINUTES:

Motion: It was moved by Mr. Nichols, seconded by Ms. Golding to approve the minutes from the Council Briefing held on October 28, 2021.

Motion to Amend: It was moved by Ms. Dumont and seconded by Ms. Golding to amend the minutes to note that Council Member Nichols left the meeting early.

The motion passed unanimously.

The original motion passed unanimously, as amended.

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

- Council Workshop held on October 28, 2021 (Charter Review)
- Regular Council Meeting held on November 1, 2021.

ANNOUNCEMENTS:

Mayor Hoffman congratulated Alyssa Spencer for her win at the Super Girl Surf Pro surfing competition held over the weekend in Jacksonville Beach.

Council Member Golding announced the Florida Department of Transportation would hold an Open House on November 16, 2021, at the Beaches Branch Library to discuss the pedestrian improvements on A1A (3rd Street). Additionally, she noted the Council Briefing scheduled for November 22, 2021, would include an update on the Gonzales Park redesign. A community

meeting for the Urban Trail Master Plan was scheduled for December 1, 2021. Ms. Golding also noted the Penman Road Study was underway; a community meeting regarding the study would be scheduled for December 2021.

COURTESY OF THE FLOOR TO VISITORS:

- Michelle Tipton, 2333 Azalea Drive, Jacksonville Beach, shared her concerns regarding short-term vacation rentals in Jacksonville Beach.

MAYOR AND CITY COUNCIL: *No items*

CITY CLERK: *No items*

CITY MANAGER:

Item A Accept/Reject the Monthly Financial Reports for October 2021

Motion: It was moved by Mr. Nichols and seconded by Ms. Golding to accept the Monthly Financial Reports for October 2021.

Roll Call Vote: Ayes – Dumont, Golding, Janson, Meza, Nichols, Stokes, Mayor Hoffman
The motion passed unanimously.

- Item B 1. Approve/Disapprove the purchase of the RX and TX tower antennas, replacement of the transmission lines, MCA labor, and tower crew labor for installation of the temporary RX antenna from Motorola Solutions in the amount of \$34,581.48; and**
- 2. Approve/Disapprove the purchase of tower crew labor from ProCom, the lowest quoter, in the amount of \$3,800 to remove the old equipment, install the new equipment, and perform tower grounding check**

Public Safety Communication Supervisor Erin Citrullo noted, beginning six months ago, officers experienced radio and connection issues. Mobile Communications of America (MCA) came out to conduct testing to address the issues. They determined the line connection to the receive antenna was loose due to corrosion from the salt air. Since the line was no longer repairable and no longer under warranty, they identified a new antenna to replace both the receive and transmit antenna.

Motion: It was moved by Mr. Nichols and seconded by Ms. Golding to approve the purchase of the RX and TX tower antennas, replacement of the transmission lines, MCA labor, and tower crew labor for installation of the temporary RX antenna from Motorola Solutions in the amount of \$34,581.48.

Discussion: Discussion ensued regarding the antenna's warranty, protective measures for the line, life expectancy of the new items, and a redundancy plan should the system go down. Ms. Citrullo noted the new antenna had a two-year warranty. She further

advised additional measures, including protective spray and covering the line with tape, would be done to shield it from the elements.

Ms. Citrullo advised they have a backup system of six channels on the Jacksonville radio system that can be used should the Jacksonville Beach system go down.

Regarding the life of the line and antennas, Ms. Citrullo stated the current lines are ten years old, and lines typically last between ten and twenty years. The antennas last approximately five years due to their proximity to the ocean.

Roll Call Vote: Ayes – Golding, Janson, Meza, Nichols, Stokes, Dumont, Mayor Hoffman
The motion passed unanimously.

Motion: It was moved by Mr. Nichols and seconded by Ms. Golding to approve the purchase of tower crew labor from ProCom, the lowest quoter, in the amount of \$3,800 to remove the old equipment, install the new equipment, and perform tower grounding check.

Roll Call Vote: Ayes – Janson, Meza, Nichols, Stokes, Dumont, Golding, Mayor Hoffman
The motion passed unanimously.

Item C Approve/Disapprove the Federal Subrecipient Agreement between the City of Jacksonville and the City of Jacksonville Beach to receive a portion of federal grant funds provided by the U.S. Department of Treasury to the City of Jacksonville in accordance with the American Rescue Plan Act

City Manager Mike Staffopoulos stated the City of Jacksonville would receive more than \$3 million over a two-year window and was looking to proportion an amount of the American Rescue Plan Act (ARPA) money to Jacksonville Beach. Recommendations for how the money should be spent would be discussed at the November 22, 2021, Council Briefing.

Motion: It was moved by Mr. Nichols and seconded by Ms. Golding to approve the Federal Subrecipient Agreement between the City of Jacksonville and the City of Jacksonville Beach to receive a portion of federal grant funds provided by the U.S. Department of Treasury to the City of Jacksonville in accordance with the American Rescue Plan Act.

Roll Call Vote: Ayes – Meza, Nichols, Stokes, Dumont, Golding, Janson, Mayor Hoffman
The motion passed unanimously.

RESOLUTIONS:

Item A Adopt/Deny Resolution No. 2095-2021 adopting the new City Strategic Plan for FY2022-2025

Mr. Staffopoulos stated the purpose of the Strategic Plan was to provide guidance and outline the community's expectations for the future. The four overarching priorities of the Strategic Plan are Quality of Life, Public Safety, Economic, and Sustainability. The document for approval was the historical reference, which included supporting exhibits and documents. They are still working on the abbreviated public-facing document.

Mayor Hoffman requested the City Clerk read Resolution 2095-2021 by title only, whereupon Ms. Gosselin read the following:

"A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, TO ADOPT A NEW CITY STRATEGIC PLAN FOR FISCAL YEARS 2022-2025, PROVIDING FOR ADOPTION OF RECITALS, REPEAL OF PRIOR INCONSISTENT RESOLUTIONS AND COUNCIL DECISIONS, ADMINISTRATIVE ASSIGNMENT AND AUTHORIZATION, SEVERABILITY AND AN EFFECTIVE DATE."

Motion: It was moved by Mr. Nichols and seconded by Ms. Golding to adopt Resolution No. 2095-2021 adopting the new City Strategic Plan for FY2022-2025.

Discussion: Mr. Staffopoulos advised the Operational Plan would be out after January 1, 2022. It would feature the projects and action items to support the goals and objectives of the four priority areas. They identified 45 projects but needed to vet them in order to prioritize the anchor projects. He noted the goal was to choose some key projects to include in the public-facing document.

Roll Call Vote: Ayes – Nichols, Stokes, Dumont, Golding, Janson, Meza, Mayor Hoffman
The motion passed unanimously.

ORDINANCES:

None

ADJOURNMENT:

There being no further business, the meeting adjourned at 6:31 P.M.

Submitted by: Sheri Gosselin
City Clerk

Approval:

Christine H. Hoffman, MAYOR

Date: _____

The Council Briefing began at 5:30 P.M. The meeting was held via video conference using the Zoom platform.

The following City Council Members were in attendance:

Mayor: Christine Hoffman

Council Members:	Georgette Dumont	Sandy Golding	Dan Janson
	Fernando Meza	Cory Nichols	Chet Stokes

Also present were City Manager Mike Staffopoulos, Chief Finance Officer Ashlie Gossett, Director of Parks and Recreation Jason Phitides, Director of Planning and Development Heather Ireland, and City Attorney Sandy Robinson.

Purpose of Briefing

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

City Manager

American Rescue Plan Act (ARPA) Funding Allowable uses and Staff Recommendations

City Manager Mike Staffopoulos explained as part of the American Rescue Plan Act (ARPA), the City of Jacksonville Beach was awarded \$11,834,170 in Coronavirus Local Fiscal Recovery Funds (CLFRF) from the federal government (distributed over two years), plus an additional \$3,000,000 as a sub-recipient from the City of Jacksonville (FY2022 only). Mr. Staffopoulos stated the City of Jacksonville funds require full expenditure by September 30, 2022.

Mr. Staffopoulos explained staff held several internal meetings to discuss the eligibility and restrictions of funds and performed a comparison of eligibility against existing CIP (Capital Improvement Plan) projects and the City's Strategic Plan.

Mr. Staffopoulos reviewed a list of multiple projects proposed by staff [on file] that met the eligibility requirements while conforming to expenditure deadlines at the federal and City of Jacksonville levels.

Conversation ensued regarding the proposed projects. It was the consensus of the Council for staff to continue planning expenditures from the provided list of priorities. Mr. Staffopoulos informed the Council to inform Administration of any other suggested expenditures.

Gonzales Park Redesign Concept Plan

Director of Parks and Recreation Jason Phitides stated several outreach efforts were completed to gain community input on the redesign of Gonzales Park. The results from the community feedback were provided to the consultant, and with the direction staff received from the August 9, 2021, City Council Briefing, a new design was presented to the Council [on file].

Conversation ensued regarding the new design and additional suggestions. It was the consensus of the Council for staff to begin the process of developing specifications for construction bids.

Proposed Development Input – North Beach Townhomes PUD

Director of Planning and Development Heather Ireland stated Jacksonville Wealth Builders (JWB) was seeking to redevelop the entire block south of Gonzales Park [proposed site plan on file].

Ms. Ireland reviewed the two primary concerns upon receiving the initial submission of the preliminary site plan from JWB. Ms. Ireland stated JWB met with City staff several times, with no resolution of the two outstanding issues. At the last meeting between JWB and City staff, JWB asked if the City would consider vacating 10 feet of Right of Way (ROW) on the north and south side of the property to accommodate dedication of utility easements to Beaches Energy Services and, by moving the private property lines further north and south, removing encroachments into the corner sight visibility triangles.

Conversation ensued regarding options for the proposed request from JWB.

Mr. Staffopoulos stated there was no consensus of the Council regarding this topic. Due to many unanswered questions, staff would put together more details regarding the proposed development and present the additional updated information to Council at a future briefing after the first of the year.

Committee Assignment Reports

Council Member Golding stated she attended the Florida League of Cities Legislative Conference and would be sharing information from the conference with the Council.

Council Member Janson stated he attended the recent City Quarterly Pension Board meeting. Mr. Janson explained a discussion regarding alternative investments for supporting the pension occurred. He stated due to ordinances and other issues, the topic would not move forward or require any additional action at this time.

Future Briefing Items

Mr. Janson suggested a discussion regarding a program for park dedication for fallen first responders. There were no objections from the Council regarding future discussion of this topic.

Ms. Golding stated the City Manager sent emails to the Council a few months ago regarding a potential Code of Ethics violation. Ms. Golding requested to further discuss and resolve the topic at a future briefing. Conversation ensued regarding clarification on how to best discuss and resolve the issue without violating the Sunshine Laws. Mr. Staffopoulos explained the options available. It was the consensus of the Council to use the two specific situations as examples in upcoming Code of Ethics training.

The Briefing adjourned at 6:21 P.M.

Submitted by: Jodilynn Byrd
Deputy City Clerk

Approved:

Christine H. Hoffman, MAYOR

Date: _____

DRAFT



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

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Sheri Gosselin, City Clerk
DATE:	11/09/2021
SUBJECT:	Board of Adjustment Appointments

BACKGROUND

The City Council appoints the Board of Adjustment members. Five members and two alternates serve four-year terms.

- The term of Regular Member John Moreland will expire on December 31, 2021. Mr. Moreland was first appointed as a 2nd Alternate on August 2, 2004. He was appointed as a Regular Member on December 20, 2004, and was reappointed in 2006, 2010, 2014, and 2018. Mr. Moreland indicated he would like to be considered for reappointment to the Board of Adjustment.
- The term of Regular Member Frank Reddington will expire on December 31, 2021. Mr. Reddington was first appointed as a 2nd Alternate on March 17, 2014, and was reappointed in 2015. He was appointed as a 1st Alternate on August 1, 2016, and reappointed in 2017. Mr. Reddington was appointed as a Regular Member on July 16, 2018. Mr. Reddington indicated he would like to be considered for reappointment to the Board of Adjustment.
- The term of Daniel Elmaleh will expire on December 31, 2021. Mr. Elmaleh was first appointed as a 2nd Alternate on December 21, 2020. He was appointed as a 1st Alternate on July 21, 2021. Mr. Elmaleh indicated he would like to be considered for reappointment to the Board of Adjustment.
- The City Council deferred the appointment of the 2nd Alternate to the Board of Adjustment at the July 19, 2021, City Council meeting, to allow for the Council to interview other board applicants.

Members of the City Council interviewed 26 board applicants on October 13, 14, 15, and November 4, 2021, including the two Regular Members and 1st Alternate seeking reappointment to the Board of Adjustment. The Council discussed all of the board applicants who were interviewed during a Council Briefing held on November 8, 2021. The consensus of the Council was for reappointment consideration of the currently seated Board Members and 1st Alternate. There was also consensus by the Council to consider either applicant Todd Smith or Peter (Chris) Schroeder for the 2nd Alternate seat on the Board of Adjustment. The



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

applications of those being considered for reappointment and the new 2nd Alternate appointment are attached for consideration.

FINANCIAL IMPACT

None

REQUESTED ACTION

Reappoint John Moreland to a new four-year term as a Regular Member of the Board of Adjustment beginning January 1, 2022, and expiring December 31, 2025;

AND

Reappoint Frank Reddington to a new four-year term as a Regular Member of the Board of Adjustment beginning January 1, 2022, and expiring December 31, 2025;

AND

Reappoint Daniel Elmaleh to a new four-year term as 1st Alternate of the Board of Adjustment beginning January 1, 2022, and expiring December 31, 2025;

AND

Nominate and appoint one 2nd Alternate to the Board of Adjustment for a new four-year term beginning January 1, 2022, and expiring December 31, 2025.

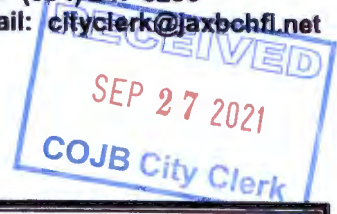
ATTACHMENTS

1. Board Application of John Moreland
2. Board Application of Frank Reddington
3. Board Application of Daniel Elmaleh
4. Board Application of Todd Smith
5. Board Application of Peter (Chris) Schroeder
6. Active Board Applicant Spreadsheet
7. List of Current Board Members

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



Phone: (904) 247-6299 ext 10
FAX: (904) 247-6256
E-mail: cityclerk@jaxbchfl.net



Application for Appointment to City Boards

Personal Information (Please print or type)

Name:	John Moreland	Home Phone:	904-536-1830
Home Address:	1707 2 nd St. S.		
E-Mail Address:	johnmoreland33@gmail.com	Cell Phone:	904-536-1830
Occupation:	psychologist	Business Phone:	904-241-0004
Business Name:	Associated Health Psychologists		
Business Address:	13400 Sutton Park Drive #1504 Jax		32224

Eligibility - Please Circle

Are you a resident of the City?	☒ Yes	No	If yes, length of time:	36 years
Are you a registered voter?	☒ Yes	No	If yes, what County:	
Do you own property in the City?	☒ Yes	No	If yes, address:	
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:	Board of Adjustment
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	2	Planning Commission
3	Community Redevelopment Agency	4	Pension Trustee

Please list the type of City meetings you have attended: Board of Adj., Planning Commission, City Council, City workshops

Qualifications (Briefly describe specific expertise, abilities, or qualifications) 16 years on Board of Adj., 4 separate terms as Chairperson

Education:	1971 Ph.D. University of Massachusetts

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

except for getting old

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.

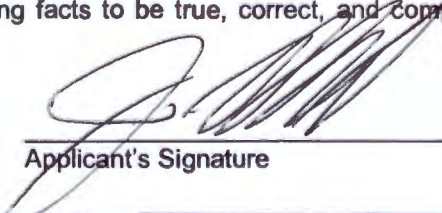
I understand that any false, incomplete, or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after appointment to a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

9/22/2021
Date


Applicant's Signature

Please do not write below - Staff use

Date application received: 09/22/2021

Interviewed on: 10/13/2021

Eligible for appointment **Yes** No

If not eligible for appointment
Explanation:

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

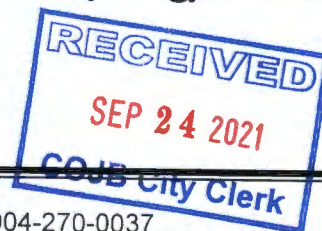
City of Jacksonville Beach
Office of the City Clerk
11 North 3rd Street
Jacksonville Beach, Florida 32250



Phone: (904) 247-6299 ext 10
FAX: (904) 247-6256
E-mail: cityclerk@jaxbchfl.net

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Application for Appointment to City Boards

Personal Information (Please print or type)



Name: Frank Reddington _____ Home Phone: 904-270-0037 _____
Home Address: 1208 South 2nd Street Apt B Jacksonville Beach FL 32250 _____
E-Mail Address: reddingtonfj@bellsouth.net _____ Cell Phone: 904-705-5040 _____
Occupation: Retired _____ Business Phone: _____
Business Name: _____
Business Address: _____

Eligibility – Please Circle

Are you a resident of the City?	Yes	If yes, length of time: 21 years _____
Are you a registered voter?	Yes	If yes, what County: Duval County _____
Do you own property in the City?	Yes	If yes, address: Same as home address _____
Do you hold a public office?	No	If yes, Office name: _____
Are you employed by the City?	No	If yes, position: _____
Are you currently serving on a Board?	Yes	If yes, Board Name: Board of adjustment _____
Have you been convicted of a felony?	No	If yes, provide date: _____
Have your civil rights been restored?	No	If yes, provide date: _____
Have you filed bankruptcy?	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? **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".)

☒	Board of Adjustment	☐	Planning Commission
☐	Community Redevelopment Agency	☐	Pension Trustee

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

Qualifications (Briefly describe specific expertise, abilities, or qualifications) Retired from Bellsouth Telecommunications (32 YEARS) Held _____
Numerous Management positions, Asst Mgr. Supervisor, Engineer And Network Mgr.

Education: Pace University- University of Georgia- Palm Beach Junior College _____

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 Native
☒ 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.

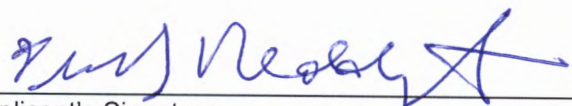
I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City 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.

09/23/2021

Date


Applicant's Signature

Please do not write below - Staff use

Date application received: 09/24/2021

Interviewed on: 11/04/2021

Eligible for appointment **Yes** No

If not eligible for appointment
Explanation:

Appointed to:

Date:

Appointed to:

Date:

Appointed to:

Date:

Francis J Reddington Jr

1208 South 2nd St.

(904)270-0037

Jacksonville Beach Fl 32250

reddingtonfj@bellsouth.net

Retired from BellSouth Telecommunications with 32 years of service.

Held numerous non-management and management positions.

Non Management titles held:

Installer -Repairmen, Cable Splicing Technician, Cable Repair Technician, Central Office Equipment Technician.

Management positions:

Plant Contract Supervisor	1985-1987
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Engineer	1987-1997
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Network Manager	1997-2004
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Education:

Pace University	1970-1971
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Palm Beach Junior College	1972-1973
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University of Georgia	1975-1976
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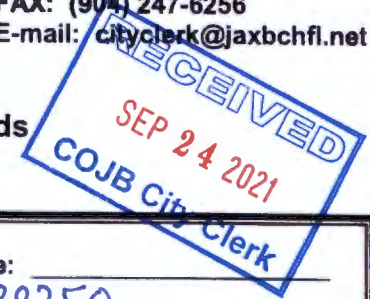
I worked in Palm Beach County From 1972 thru 2001.I was transferred to Jacksonville in January of 2001.Retired in 2004.I have lived in Florida for over forty years. I have been A home owner in Jacksonville Beach for eleven years. I would Like use my experience to help my City.

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



Phone: (904) 247-6299 ext 10
FAX: (904) 247-6256
E-mail: cityclerk@jaxbchfl.net

Application for Appointment to City Boards



Personal Information (Please print or type)

Name: <u>DANIEL ELMALEH</u>	Home Phone: _____
Home Address: <u>1886 OCEAN DRIVE JAX Bch FL 32250</u>	
E-Mail Address: <u>danecmo54@gmail.com</u>	Cell Phone: <u>904 955 1881</u>
Occupation: <u>RE BROKER</u>	Business Phone: _____
Business Name: <u>ELMO REALTY</u>	
Business Address: <u>1886 Ocean Dr. J.B. FLA 32250</u>	

Eligibility – Please Circle

Are you a resident of the City?	☒ Yes	No	If yes, length of time: _____
Are you a registered voter?	☒ Yes	No	If yes, what County: _____
Do you own property in the City?	☒ Yes	No	If yes, address: _____
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".)

☒ Board of Adjustment	☐ Planning Commission
☐ Community Redevelopment Agency	☐ Pension Trustee

Please list the type of City meetings you have attended: PLANNING Commission, Board of Adj

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

Education: <u>BS J.V. Licensed RE Broker</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.

9/21/21
Date


Applicant's Signature

Please do not write below - Staff use

Date application received: 09/24/2021

Interviewed on: 11/04/2021

Eligible for appointment **Yes** No

If not eligible for appointment
Explanation:

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

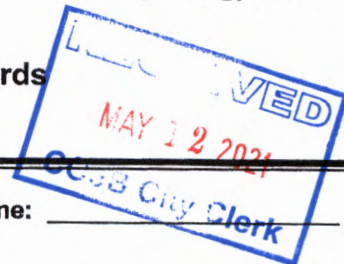
City of Jacksonville Beach
Office of the City Clerk
11 North 3rd Street
Jacksonville Beach, Florida 32250



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

Application for Appointment to City Boards

Personal Information (Please print or type)



Name: Todd Smith Home Phone: _____
Home Address: 1443 10th Street North
E-Mail Address: saltman1222@gmail.com Cell Phone: 904-831-7986
Occupation: Manager Business Phone: 904-730-1281
Business Name: 230 Industrial Loop, Orange Park, FL 32073
Business Address: 230 Industrial Loop, Orange Park, FL 32073

Eligibility – Please Circle

Are you a resident of the City?	Yes ☒	No ☐	If yes, length of time: <u>2+ 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>1443 10th Street North</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".

Board of Adjustment

Planning Commission

Community Redevelopment Agency

Pension Trustee

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

Education: FCCJ - 2 years

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

Owned & operated Advanced Awning & Design for 26 years before selling the business two years ago. As such this has afforded me the opportunity to manage residential and commercial construction projects throughout my career inclusive of surveying, reading blueprints and pulling permits. Additionally I have been involved in Board of Adjustment meetings in the past as required. I have also been a resident of the beaches for over the last ten years.

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

Gender

- ☒ Caucasian
☐ Hispanic
☐ Not Known

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.

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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.

5/10/2021

Date

Applicant's Signature

SUBMIT APPLICATION

Please do not write below - Staff use

Date application received: 5/13/2021

Interviewed on: 10/13/2021

Eligible for appointment **Yes** No

If not eligible for appointment
Explanation:

Appointed to:

Date:

Appointed to:

Date:

Appointed to:

Date:

TODD SMITH
1443 10th Street North, Jacksonville Beach, FL 32250
Saltman1222@gmail.com

EXECUTIVE HIGHLIGHTS

Executive with strong project management, operations, and construction experience. Proven talent for making rapid assessments of challenges, then developing and leading the resulting action plans. Building high performance teams and leading change in a competitive commercial and residential environment.

Exceptional problem solving and communications skills combined with expertise in:

- Operations Management
 - Strategic Planning
 - Logistic Management
 - Customer Service
 - Process Improvements
 - Project Management
-

PROFESSIONAL EXPERIENCE

Superior Metal Awning, Jacksonville, FL
Superior Shade & Awning, Jacksonville, FL

Sept 2020 - Present

Sales & Operations Manager

- Responsible for sales, building relationships, acquiring, and retaining construction industry clients.
- Responsible for sales and service for residential clients.
- Prepare and provide designs, pricing, and proposals in accordance with client requirements.
- Customer liaison.
- Manage each job installation, ensuring job accurately aligns with architect's blueprints.
- Order and maintain inventory and supplies.
- Organize operations and manage shop workload to drive timely completion.

Advanced Awning & Design, Jacksonville, FL

Apr 1995 – Jan 2020

Owner

- Responsible for sales, building relationships, acquiring, and retaining construction industry clients.
- Responsible for sales and service for residential clients.
- Prepared and provided designs, pricing, and proposals in accordance with client requirements.
- Customer liaison.
- Managed and scheduled customer installations.
- Managed each job installation, ensuring job accurately aligns with architect's blueprints.
- Ordered and maintained inventory and supplies.
- Organized operations and managed shop workload to drive timely completion.
- Managed 15 direct employees.

Todd Smith

Awning Systems of North Florida, Jacksonville, FL

Jan 1984 – April 1995

Sales and Operations Manager

- Responsible for sales, building relationships, acquiring, and retaining construction industry clients.
- Responsible for sales and service for residential clients.
- Prepared and provided designs, pricing, and proposals in accordance with client requirements.
- Customer liaison.
- Managed and scheduled customer installations.
- Managed each job installation, ensuring job accurately aligns with architect's blueprints.
- Ordered and maintained inventory and supplies.
- Organized operations and managed shop workload to drive timely completion.

EDUCATION / PROFESSIONAL CERTIFICATION

Florida Community College of Jacksonville – AA Degree

Jacksonville, FL



Application for Appointment to City Boards

Received
05/26/2021
COJB City Clerk

Personal Information *(Please print or type)*

Name:	Peter (Chris)topher Schroeder	Home Phone:	904-805-2096
Home Address:	138 33rd Avenue S. Jacksonville Beach, FL		
E-Mail Address:	chris@pcsfirm.com	Cell Phone:	904-805-2096
Occupation:	Small Business Owner	Business Phone:	904-805-2096
Business Name:	Pro Media One, Schroeder Equity, Edgewater Homes & Construction		
Business Address:	138 33rd Avenue S. Jacksonville Beach, FL		

Eligibility – Please Circle

Are you a resident of the City?	Yes ☒	No ☐	If yes, length of time: 7 years
Are you a registered voter?	Yes ☒	No ☐	If yes, what County: Duval
Do you own property in the City?	Yes ☒	No ☐	If yes, address: 138 33rd Avenue S
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	2	Planning Commission
N/A	Community Redevelopment Agency	N/A	Pension Trustee

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

BOA and Planning/Zoning meetings in multiple municipalities for and against variance applications

Education: B.S. Accounting - University of Central Florida / Juris Doctor - Florida State University / Florida Real Estate Associate Course / Florida Certified Contractor Course

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

10+ years experience in real estate and insurance law litigation and client engagement. 10+ years as a small business owner in the legal marketing, real estate investment and construction industries. Married father of two small children. Proud resident of South Jax Beach. Heavily engaged with surrounding residents. Recently canvassed support of over 20 neighbors in response to highly contested variance

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 (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.

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

5/25/21
Date


Applicant's Signature

SUBMIT APPLICATION

Please do not write below - Staff use

Date application received: 5/26/2021

Interviewed on: 10/15/2021

Eligible for appointment **Yes** No

If not eligible for appointment
Explanation:

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

Active Board Applications

Applicant Name	Address	Phone	Email	Residency requirements	Registered voter	Board interest	Application date	Interview date	Appointed to Board	Comments
Albert (Sonny) Wilkinson	4235 Duval Drive	904/655-7392	ahwilk@gmail.com	Yes	Yes	1 - Pension* 1 - PC 2 - BOA	3/11/2020	10/13/2021		Clarified initial board choices via email. *Chose Pension Board during interview
Ben Rubin	126 1st Street S.	904/472-8891	niburneb@gmail.com	Yes	Yes	1 - CRA	6/22/2021	10/14/2021		
D. Lance Huish	729 13th Avenue S.	219/779-3516	chief_huish@yahoo.com	Yes	Yes	1 - Pension 2 - PC	5/10/2021	10/15/2021		
Debbie Cole	926 6th Avenue S.	305/900-7241	debbiec87@hotmail.com	Yes	Yes	1 - PC* 2 - CRA*	5/24/2021	11/4/2021		Changed board priority during interview * Switched PC to first choice and CRA to second choice
Emily Stouffer	2609 Madrid Street	904/347-0040	emily@bovecompany.com	Yes	Yes	1 - Pension 2 - PC	5/12/2021	10/13/2021		
Heather McConville	619 14th Avenue N.	904/945-5496	heather@palmrealtyfl.com	Yes	Yes	1 - PC 2 - CRA	5/10/2021	10/13/2021		
James Turner	61 Jardin De Mer Place	630/309-8593	jay_turner_2000@yahoo.com	Yes	Yes	1 - BOA 2 - PC	8/17/2021	10/15/2021		
Jeffrey Bredeson	2114 Gail Ave. (A)	904/699-6308	jbredeson2003@yahoo.com	Yes	Yes	1 - CRA 2 - Pension	5/10/2021	10/13/2021		
Jeffrey Spear	2400 1st Street S. #135	904/685-2135	jeff@studiospear.com	Yes	Yes	1 - CRA 2 - PC	5/14/2021	10/14/2021		
Jennifer Williams	929 2nd Avenue N.	949/500-4858	williamsjs909@gmail.com	Yes	Yes	1 - CRA	5/10/2021	10/14/2021		
John Gray Jr.	3972 Poincianna Blvd.	904/655-2612	john@restore24.net	Yes	Yes	1 - CRA 2 - PC	9/29/2021	11/4/2021		
Ken Marsh	2011 Gail Ave	904/304-1906	kdcmarsh@gmail.com	Yes	Yes	1 - CRA	5/12/2021	10/14/2021		
Melissa (Missy) Westerman	104 34th Ave S,	904/535-4761	mwest104@att.net	Yes	Yes	1 - CRA 2 - PC	9/29/2020	10/13/2021		
Nicholas Andrews	135 17th Avenue N.	808/753-3965	nicholas.e.andrews@outlook.com	Yes	Yes	1 - PC 2 - BOA	5/12/2021	10/15/2021		
Peter Schroeder	138 33rd Avenue S.	904/805-2096	chris@pcsfirm.com	Yes	Yes	1 - BOA 2 - PC	5/26/2021	10/15/2021		
Rebecca Linsner-Like	1017 2nd Street N.	904/589-8213	rlike33@bellsouth.net	Yes	Yes	1 - PC 2 - CRA	5/7/2021	10/15/2021		
Samuel Langham	138 32nd Avenue S.	904/249-3403	salangham@reabc.com	Yes	Yes	1 - CRA 2 - PC	1/25/2019	10/15/2021		

Shandy Thompson	522 3rd Avenue S.	904/738-5732	shandy.thompson@icloud.com	Yes	Yes	1 - PC 2 - BOA	3/26/2021	10/14/2021		
Stacy Smith	365 Palm Tree Road	904/803-7145	stacy73322@gmail.com	Yes	Yes	1 - PC 2 - CRA	5/10/2021	10/14/2021		
Todd Smith	1443 10th Avenue N.	904/831-7986	saltman1222@gmail.com	Yes	Yes	1 - BOA	5/13/2021	10/13/2021		
Walter Haynes	116 Seagrape Dr.	904/626-4482	walt@integrityfirstelectric.com	Yes	Yes	1 - CRA* 1 - PC	5/3/2021	10/14/2021		*Changed board choice to CRA during interview

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

CITY OF JACKSONVILLE BEACH FLORIDA

Board Member Roster

Board of Adjustment

Meets 1st and 3rd Tuesday,
7:00 P.M., Council Chambers

Chair

John Moreland

Vice-Chair

Alexi Gonzalez

Members

Owen Curley

Francis Reddington

Jeff Truhlar

Daniel Elmaleh (1st Alternate)

Vacant (2nd Alternate)

Planning Commission

Meets 2nd and 4th Monday, 7:00 P.M.,
Council Chambers

Chair

Greg Sutton

Vice-Chair

David Dahl

Members

Margo Moehring

Britton Sanders

Colleen Murphy White

Justin Lerman (1st Alternate)

Vacant (2nd Alternate)

Community Redevelopment

Agency

Meets 4th Monday, 3:00 P.M.,
Council Chambers

Chair

Art Graham

Vice-Chair

Frances Povloski

Members

Jeffrey Jones

David McGraw

Gary Paetau

General Employees' Pension Board

Meets Quarterly, 2nd Tuesday,
3:00 P.M., Council Chambers

Chair

Brandon Maresma

Chair Pro Tem

Chris Hoffman

Members

Dan Janson

Nick Currie

Eddie Vergara

Firefighters' Pension Board

Meets Quarterly, 2nd Tuesday,
3:00 P.M., Council Chambers

Chair

Dennis Povloski

Chair Pro Tem

Debbie White

Members

Gaylord Candler

Edward Dawson

John McDaniel

Police Officers' Pension Board

Meets Quarterly, 2nd Tuesday,
3:00 P.M., Council Chambers

Chair

Marvin V. DuPree

Chair Pro Tem

John Galarneau

Members

David Cohill

John Gosztyla

Jason Sharp

Special Magistrate

Hearings 4th Wednesday, 2:00 P.M., Council Chambers

Magistrate

Wayne Flowers



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

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Sheri Gosselin, City Clerk
DATE:	11/09/2021
SUBJECT:	Planning Commission Appointments

BACKGROUND

The City Council appoints the Planning Commission members. Five members and two alternates serve four-year terms.

- The term of Regular Member Margo Moehring will expire on December 31, 2021. Ms. Moehring was first appointed as a 2nd Alternate on August 1, 2016. She was appointed as a 1st Alternate on June 5, 2017. Ms. Moehring was appointed as a Regular Member on September 17, 2018. Ms. Moehring indicated she would like to be considered for reappointment to the Planning Commission.
- The City Council deferred the appointment of the 2nd Alternate to the Planning Commission at the June 7, 2021, City Council meeting, to allow for the Council to interview other board applicants.

Members of the City Council interviewed 26 board applicants on October 13, 14, 15, and November 4, 2021, including Ms. Moehring, who is seeking reappointment to the Planning Commission. The Council discussed all of the board applicants who were interviewed during a Council Briefing held on November 8, 2021. The consensus of the Council was for reappointment consideration of the currently seated Board Member. There was also consensus by the Council to consider applicants Nicholas Andrews, Heather McConville or Emily Stouffer for the 2nd Alternate seat on the Planning Commission. The applications of those being considered for reappointment and the new 2nd Alternate appointment are attached for consideration.

FINANCIAL IMPACT

None

REQUESTED ACTION

Reappoint Margo Moehring to a new four-year term as a Regular Member of the Planning Commission beginning January 1, 2022, and expiring December 31, 2025;

AND

Nominate and appoint one 2nd Alternate to the Planning Commission for a new four-year term beginning January 1, 2022, and expiring December 31, 2025.



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

ATTACHMENTS

1. Board Application of Margo Moehring
2. Board Application of Nicholas Andrews
3. Board Application of Heather McConville
4. Board Application of Emily Stouffer
5. Active Applicant Spreadsheet
6. List of Current Board Member

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



Phone: (904) 247-6299 ext 10
FAX: (904) 247-6256
E-mail: cityclerk@jaxbchfl.net

Application for Appointment to City Boards

Personal Information (Please print or type)

Name:	MARGO MOEHRING	Home Phone:	904 242 9329
Home Address:	185 CORAL WAY, JACKSONVILLE BEACH 32250		
E-Mail Address:	MMOEHRING@NEFAC.ORG	Cell Phone:	904 652 8573
Occupation:	URBAN PLANNER	Business Phone:	904 279 0880
Business Name:	NORTHEAST FLORIDA REGIONAL COUNCIL		
Business Address:	100 FESTIVAL PARK AVENUE JACKSONVILLE 32202		

Eligibility – Please Circle

Are you a resident of the City?	☒ Yes	No	If yes, length of time: SINCE 2000
Are you a registered voter?	☒ Yes	No	If yes, what County: DUVAL
Do you own property in the City?	☒ Yes	No	If yes, address: 185 CORAL WAY
Do you hold a public office?	☒ Yes	No	If yes, Office name: PLANNING COMMISSIONER
Are you employed by the City?	Yes	☒ No	If yes, position: _____
Are you currently serving on a Board?	☒ Yes	No	If yes, Board Name: PLANNING COMMISSION
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".)

☐	Board of Adjustment	☒	Planning Commission
☐	Community Redevelopment Agency	☐	Pension Trustee

Please list the type of City meetings you have attended: PLANNING COMMISSION, TRAININGS, WORKSHOPS, CITY COUNCIL

Qualifications (Briefly describe specific expertise, abilities, or qualifications) PRACTICING URBAN PLANNER (SEE ATTACHED)

Education:	SEPT 1979 - MAY 1981 MPHIL IN TOWN PLANNING BARTLETT SCHOOL, UNIVERSITY COLLEGE LONDON
	SEPT 1975 - MAY 1978 BA IN URBAN STUDIES JACKSONVILLE UNIVERSITY

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.

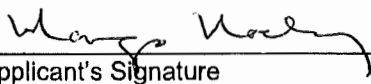
I understand that any false, incomplete, or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after appointment to a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

10/5/21
Date


Applicant's Signature

Please do not write below - Staff use

Date application received: 10/5/2021

Interviewed on: 10/13/2021

Eligible for appointment **Yes** No

If not eligible for appointment
Explanation: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

MARGO MOEHRING
185 CORAL WAY
JACKSONVILLE BEACH, FL 32250
Phone (904) 279 0880x161/e-mail: mmoehring@nefrc.org

PROFESSIONAL EXPERIENCE:

Jan. 2008 **DIRECTOR OF POLICY AND PLANNING/EXECUTIVE DIRECTOR**
to present Northeast Florida Regional Council/Regional Community Institute of Northeast Florida, Inc.

- Coordinate policy and planning, staff non-profit policy think tank (RCI) and Council committee on affordable housing. Manage leadership training, partnerships on projects (Reality Check) and planning documents guiding the Council: Strategic Regional Policy Plan/Comprehensive Economic Development Strategy. Manage budgets and staff on planning work. Coordinate staff planning and volunteer participation in RCI policy work, on topics including sea level rise and resiliency, small business, water, and regional tourism.

July 2004 **CHIEF OF STRATEGIC PLANNING/PLANNING POLICY MANAGER**
to Dec. 2007 Jacksonville Planning and Development Department

- Manage and/or provide policy guidance to a staff engaged in all aspects of maintenance and implementation of Jacksonville's Comprehensive Plan, including evaluation, analysis, and updating the Plan, coordinating proposed changes to the Land Use map, drafting and processing amendments to the text of the plan, and programs, plans and policies that implement the Plan.
- Supervise and/or provide policy guidance to a Capital Planning section charged with transportation, GIS, schools and infrastructure planning, and ensuring that such planning is coordinated with land use planning.
- Coordinate and represent the Department in Vision, Neighborhood and Master Planning efforts.

Feb. 2001 **SENIOR/PRINCIPAL PLANNER**
to June 2004 Jacksonville Planning and Development Department

- Progressively more responsible positions from Senior Planner to Long Range Section Manager to Principal Planner

Jan. 2001 **ADJUNCT LECTURER**
to June 2001 University of North Florida, Graduate School of Public Administration

Nov. 1994 **EXECUTIVE DIRECTOR OF STRATEGIC PLANNING/ACQUISITIONS**
to March 2000 NYC Department of Citywide Admin. Services/Division of Real Estate Services

- Manage brokers and internal staff in restricted auctions, purchases and leases of City and private properties, including high-visibility transactions involving development rights transfer, zoning lot mergers, turnkey development and sale/leaseback arrangements.
- Provide policy direction to staff and recommendations to upper management regarding planning for special portfolios, including waterfront property, armories, and structures occupied by not-for-profits. Coordinate waterfront capital projects and dockbuilding work. Serve as liaison to construction and facility management units on special portfolios.
- Supervise staff in performing site-specific and general zoning, environmental, land-use, development and marketing analyses, using Word, Excel, Access.
- Participate in forward planning for city agency space needs, including evaluation of occupancy of owned facilities or leases within private space.
- Represent the Division at the City Council, City Planning Commission, on mayoral committees and at public forums.

Oct. 1991 **EXECUTIVE DIRECTOR OF PLANNING**
to Oct. 1994 NYC Department of General Services/Division of Real Property

- Supervise staff in planning for a portfolio of over 13,000 owned sites.
- Perform research, zoning and land use analysis and make recommendations regarding site dispositions including coordinating with elected officials and community organizations.
- Attend and graduate from the Leadership Institute, a NYC executive development program for managers, Sept. 1993 - Feb. 1994.

June 1982 **VARIOUS POSITIONS**
to Oct. 1991 NYC Department of General Services/Division of Real Property

- Progressively more responsible positions from Assistant to Director to Acting Director of Property Management, Senior Planner/Property Analyst, Director of Planning/Special Projects

EDUCATION:

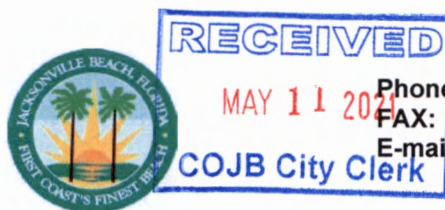
Sept. 1979 • **Bartlett School of Architecture and Planning**
to May 1981 University College, London, Master of Philosophy in Town Planning

Sept. 1975 • **Jacksonville University, Jacksonville, Florida**
to May 1978 Bachelor of Arts in Urban Studies

PROFESSIONAL & VOLUNTEER MEMBERSHIPS

- **American Institute of Certified Planners (#018123), The Royal Town Planning Institute**
- **Alternate then Member, City of Jacksonville Beach Planning Commission since 2016**

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@jaxbchfl.net

Application for Appointment to City Boards

Personal Information *(Please print or type)*

Name: Nicholas Andrews Home Phone: 808-753-3965
Home Address: 135 17th Ave. N, Jacksonville Beach, FL 32250
E-Mail Address: nicholas.e.andrews@outlook.com Cell Phone: 808-753-3965
Occupation: Chief Information Officer Business Phone: 808-753-3965
Business Name: Redwire Space, 8226 Philips Highway, Suite 102, Jacksonville, FL 32256
Business Address: Redwire Space, 8226 Philips Highway, Suite 102, Jacksonville, FL 32256

Eligibility – Please Circle

Are you a resident of the City?	Yes ☒	No ☐	If yes, length of time: <u>20yr mil/4 perm</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>135 17th Ave. N</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	1 Planning Commission
3 Community Redevelopment Agency	4 Pension Trustee

Please list the type of City meetings you have attended: Regular City Council Meeting, City Council

Briefing

Education: M.S. Systems Engineering, Naval Postgraduate School; M.A. National Security and Strategic Studies, Naval War College; B.S. Aerospace Engineering, Boston University

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

See attachment

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

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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.

Date 11 MAY 2021

Applicant's Signature [Signature]

SUBMIT APPLICATION

Please do not write below - Staff use

Date application received: 5/11/2021

Interviewed on: 10/15/2021

Eligible for appointment **Yes** No

If not eligible for appointment

Explanation: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

Nicholas E. Andrews II

(808) 753-3965/nicholas.e.andrews@outlook.com

SUMMARY Experienced executive with a demonstrated history of leading large organizations in cybersecurity, information technology and space operations. Strong information services professional with a Master of Science (M.S.) in Systems Engineering from Naval Postgraduate School and a Master of Arts (M.A.) in National Security and Strategic Studies from the Naval War College. Experience includes:

- **Strategic Planning**
- **Organizational Management**
- **Change Management**
- **Space Systems**
- **Cybersecurity**
- **Information Operations**

ACCOMPLISHMENTS

Strategic Planning Led fiscal and resource planning for stand up of Navy cyber training. Managed team that developed budget submissions for future years. Implemented IT strategy supporting 200% annual growth.

Organizational Management Headed three separate successful organizations spanning operational space, cybersecurity and training missions. Led Navy's first operational Information Warfare staff on the west coast. Recognized as leader of Navy's top learning center in every category twice.

Change Management Planned and led the reorganization of operational staff resulting in both increased production and reduced administrative burden. Integrated seven different companies into common IT and cybersecurity systems.

Space Systems Second in command of Naval space center supporting global operations. Oversaw the launch, acceptance and initial operations of two satellites while maintaining operations of three constellations.

Cybersecurity Led the stand up of Navy's cyber mission force training in a fiscally constrained environment. Identified and reprogrammed \$4.5 million in execution year funds for initial investment with no loss of production.

Information Operations Over a decade experience in all facets of cybersecurity, information assurance and information management. Managed acquisition, operation and security of multiple information systems.

WORK HISTORY

Chief Information Officer 2020-Present
Redwire Space, Jacksonville, FL

Responsible for leading information technology initiatives, cyber security, and the strategic direction of information technology in support of Redwire Space's growth and business objectives.

Commanding Officer 2018-2020
Center for Information Warfare Training, Pensacola, FL

Worldwide head for all Navy cybersecurity, information systems, intelligence, cryptography and electronic warfare entry level training. Managed \$80 million budget and 1,300 staff, training over 22,000 personnel across 200 courses at 19 sites.

Information Warfare Commander 2016-2018
THEODORE ROOSEVELT Strike Group, San Diego, CA

Led cross-organizational team through inception, stand-up, training certification and initial operations. Responsible for cyber and information operations of 11 ships. Coordinated planning and operations across six separate organizations to achieve alignment and fulfill strategic goals.

Executive Officer 2014-2016
Naval Satellite Operations Center, Point Mugu, CA

Led staff supporting launch, operation and maintenance of three satellite constellations in multiple different orbital domains utilized by forces deployed worldwide. Advised commander on operational, personnel and budget issues. Direct oversight of headquarters as well as three operational sites across the U.S. and Guam.

Previous work experience includes:

Communications, cybersecurity and information systems manager for 6,000-person organization with over 10,000 items of inventory. Information system project officer directing multi-national team in creation of a \$50 million national defense support network for foreign government. Information systems compliance division head for Navy Cyber Forces, developing enterprise-wide solutions in support of strategic goals.

EDUCATION M.S. Systems Engineering, Naval Postgraduate School
M.A. National Security and Strategic Studies, Naval War College
B.S. Aerospace Engineering, Boston University

SECURITY Top Secret/SCI
CLEARANCE

11 May 2021

Nicholas Andrews

Jacksonville Beach Board Application

Attachment

I believe I will bring a broad, valuable, and experienced perspective to our city boards.

I am a retired Navy Captain, and I understand the criticality of northeast Florida's partnership with the Navy. Not only are we the headquarters for FOURTH Fleet, but we are also at the center of the military's growing investments in space.

As a military member, I have lived all over the country. My wife and I have both rented and owned multiple homes in many different states. It has instilled in us a deep appreciation of what makes a community a desirable place to live. We know what laws and regulations do to either encourage growth or encourage people to leave.

Still, I have listed Jacksonville Beach as my intended military retirement destination and been a registered voter here since the early 2000's. We have owned property here since 2004 and are familiar with the challenges of landlords and what is required to make investment properties a successful business venture here.

We built our forever home in Jacksonville Beach in 2017 and have lived there since. So, we are familiar with the challenges of construction and permitting from a family perspective...something I believe is crucial to development of Jacksonville Beach as a family friendly community.

I also understand how to lead large organizations and projects. As a Commanding Officer in the Navy, I oversaw a global organization of over 20,000 people, responsible for supplying the fleet with fully trained personnel. I now work in northeast Florida's burgeoning space industry as the Chief Information Officer for Redwire Space, a Jacksonville-based space infrastructure company.

Please feel free to contact me with any questions you may have. I look forward to hearing from you and would love the chance to discuss our great beachfront community with you in person.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Nick Andrews', with a stylized flourish at the end.

Nicholas Andrews

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



Phone: (904) 247-6299 ext 10
FAX: (904) 247-6256
E-mail: cityclerk@jaxbchfl.net

Application for Appointment to City Boards

Personal Information (Please print or type)

Name: Heather McConville Home Phone: 904-945-5496

Home Address: 619 14th avenue north jax beach Fl. 32250

E-Mail Address: heather@palmrealtyfl.com Cell Phone: 904-945-5496

Occupation: VP-Owner Smooth Moves, Inc & Business Phone: 904-945-5496

Realtor Business Name: Smooth Moves Inc. A1A Realty Services, inc

Business Address: 907 6th ave s 32250 1015 Atlantic blvd #285 32233



Eligibility - Please Circle

Are you a resident of the City?	Yes ☒	No	If yes, length of time: _____
Are you a registered voter?	Yes ☒	No	If yes, what County: _____
Do you own property in the City?	Yes ☒	No	If yes, address: _____
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: <u>Beaches Museum/Historical Society</u>
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: <u>2008</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:

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

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

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

Qualifications (Briefly describe specific expertise, abilities, or qualifications) local resident and native to Jax Beach, business owner in S. Jax beach, and Realtor

Education: Duncan U Fletcher high school c/o 1995

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

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

5/10/2021

Date

DocuSigned by:

Heather McConville

Applicant's Signature

Please do not write below – Staff use

Date application received: 5/10/2021

Interviewed on: 10/13/2021

Eligible for appointment **Yes** **No**

If not eligible for appointment
Explanation: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____

Appointed to: _____

Date: _____



Application for Appointment to City Boards

Personal Information (Please print or type)

Name: Emily Stouffer Home Phone: 904-347-0040

Home Address: 2609 Madrid St Jacksonville Beach FL 32250

E-Mail Address: emily@bovecompany.com Cell Phone: _____

Occupation: Real Estate Development Manager Business Phone: _____

Business Name: Bove LLC 354 Royal Tern Rd S. Ponte Vedra, FL 32082

Business Address: Bove LLC 354 Royal Tern Rd S. Ponte Vedra, FL 32082



Eligibility - Please Circle

Are you a resident of the City?	Yes ☒	No ☐	If yes, length of time: <u>8 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>41 36th Ave S</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".)

<u>3</u> Board of Adjustment	<u>2</u> Planning Commission
<u>1</u> Community Redevelopment Agency	<u>4</u> Pension Trustee

Please list the type of City meetings you have attended: I have attended many planning commission meetings and county commission hearings.

Education: Florida Real Estate Institute - Real estate license. University of South Carolina - Bachelors. Stanton - High School.

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

I have been in the real estate industry for approximately 15 years. I held roles beginning in marketing, then sales as an agent, and now work in development managing approximately \$150 million in current projects. I have experience in zoning changes, development, project management, soliciting bids, property management, and the marketing aspects. I believe I would be a great candidate for the redevelopment or planning board.

Application for Appointment to City Boards (cont.)

State Reporting Requirements

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☒ 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 (Form1) 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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By submitting this form, I declare the foregoing facts to be true, correct, and complete. Additionally I hereby authorize a criminal background check.

5/3/2021

Date


Applicant's Signature

SUBMIT APPLICATION

Please do not write below – Staff use

Date application received: 5/12/2021

Interviewed on: 10/13/2021

Eligible for appointment **Yes** No

If not eligible for appointment
Explanation:

Appointed to:

Date:

Appointed to:

Date:

Appointed to:

Date:

EMILY STOUFFER

(904) 347-0040 emily@bovecompany.com

Real estate professional seeking to utilize my development, construction and project management skills to benefit a reputable company, while achieving personal growth and acquiring new skills.

SKILLS

Project Management
Site Planning/ Entitlements
Asset Management
Contract Negotiation
Bid Procurement
Market Analysis
Zoning/ Concurrency
Financial Reporting
Investor Relations
Media Relations
Community Relations
Marketing
Property Management

EDUCATION

University of South Carolina
2014

BA Public Relations

Florida Real Estate Institute
2014

Stanton College Preparatory
High School Diploma

CERTIFICATIONS

Florida Real Estate License
Florida Notary Public
Google AdWords Certified

WORK EXPERIENCE

Development Manager, Bove LLC

April 2018- Present

- Oversee the development process from site selection to lease-up.
- Coordinate due diligence materials, including feasibility, market analysis, permitting and environmental review.
- Manage project budgets from \$8 million to \$50+ million
- Work with various municipalities to ensure zoning and land use compliance.
- Engage community leaders to ensure project meets a communities needs and goals.
- Oversee design, construction and marketing teams to ensure project schedule, budget and objectives are met.
- Construction bidding, selection and management process, including securing contracts, monitoring payment and performance.

Sales Associate, Berkshire Hathaway HomeServices

2014-2016

- Advise clients on market conditions, prices, mortgages, legal requirements and related matters.
- Prepare documents such as representation contracts, purchase agreements, closing statements and deeds.
- Act as an intermediary in negotiations between buyers and sellers, generally representing one or the other.

Communications Coordinator, Coastal Advantage Realty

January 2011- April 2018

- Manage social media accounts, creating consistent brand identities across multiple platforms, with revenue increasing an average 20% each year since implemented.
- Utilize email marketing systems, including Constant Contact and iContact, to reach potential and repeat customers, growing contact list to over 20,000 customers.
- Built website and update with fresh, engaging content.
- Create monthly spreadsheets for revenue, advertising expenses, and payouts to vendors.

Active Board Applications

Applicant Name	Address	Phone	Email	Residency requirements	Registered voter	Board interest	Application date	Interview date	Appointed to Board	Comments
Albert (Sonny) Wilkinson	4235 Duval Drive	904/655-7392	ahwilk@gmail.com	Yes	Yes	1 - Pension* 1 - PC 2 - BOA	3/11/2020	10/13/2021		Clarified initial board choices via email. *Chose Pension Board during interview
Ben Rubin	126 1st Street S.	904/472-8891	niburneb@gmail.com	Yes	Yes	1 - CRA	6/22/2021	10/14/2021		
D. Lance Huish	729 13th Avenue S.	219/779-3516	chief_huish@yahoo.com	Yes	Yes	1 - Pension 2 - PC	5/10/2021	10/15/2021		
Debbie Cole	926 6th Avenue S.	305/900-7241	debbiec87@hotmail.com	Yes	Yes	1 - PC* 2 - CRA*	5/24/2021	11/4/2021		Changed board priority during interview * Switched PC to first choice and CRA to second choice
Emily Stouffer	2609 Madrid Street	904/347-0040	emily@bovecompany.com	Yes	Yes	1 - Pension 2 - PC	5/12/2021	10/13/2021		
Heather McConville	619 14th Avenue N.	904/945-5496	heather@palmrealtyfl.com	Yes	Yes	1 - PC 2 - CRA	5/10/2021	10/13/2021		
James Turner	61 Jardin De Mer Place	630/309-8593	jay_turner_2000@yahoo.com	Yes	Yes	1 - BOA 2 - PC	8/17/2021	10/15/2021		
Jeffrey Bredeson	2114 Gail Ave. (A)	904/699-6308	jbredeson2003@yahoo.com	Yes	Yes	1 - CRA 2 - Pension	5/10/2021	10/13/2021		
Jeffrey Spear	2400 1st Street S. #135	904/685-2135	jeff@studiospear.com	Yes	Yes	1 - CRA 2 - PC	5/14/2021	10/14/2021		
Jennifer Williams	929 2nd Avenue N.	949/500-4858	williamsjs909@gmail.com	Yes	Yes	1 - CRA	5/10/2021	10/14/2021		
John Gray Jr.	3972 Poincianna Blvd.	904/655-2612	john@restore24.net	Yes	Yes	1 - CRA 2 - PC	9/29/2021	11/4/2021		
Ken Marsh	2011 Gail Ave	904/304-1906	kdcmarsh@gmail.com	Yes	Yes	1 - CRA	5/12/2021	10/14/2021		
Melissa (Missy) Westerman	104 34th Ave S,	904/535-4761	mwest104@att.net	Yes	Yes	1 - CRA 2 - PC	9/29/2020	10/13/2021		
Nicholas Andrews	135 17th Avenue N.	808/753-3965	nicholas.e.andrews@outlook.com	Yes	Yes	1 - PC 2 - BOA	5/12/2021	10/15/2021		
Peter Schroeder	138 33rd Avenue S.	904/805-2096	chris@pcsfirm.com	Yes	Yes	1 - BOA 2 - PC	5/26/2021	10/15/2021		
Rebecca Linsner-Like	1017 2nd Street N.	904/589-8213	rlke33@bellsouth.net	Yes	Yes	1 - PC 2 - CRA	5/7/2021	10/15/2021		
Samuel Langham	138 32nd Avenue S.	904/249-3403	salangham@reabc.com	Yes	Yes	1 - CRA 2 - PC	1/25/2019	10/15/2021		

Shandy Thompson	522 3rd Avenue S.	904/738-5732	shandy.thompson@icloud.com	Yes	Yes	1 - PC 2 - BOA	3/26/2021	10/14/2021		
Stacy Smith	365 Palm Tree Road	904/803-7145	stacy73322@gmail.com	Yes	Yes	1 - PC 2 - CRA	5/10/2021	10/14/2021		
Todd Smith	1443 10th Avenue N.	904/831-7986	saltman1222@gmail.com	Yes	Yes	1 - BOA	5/13/2021	10/13/2021		
Walter Haynes	116 Seagrape Dr.	904/626-4482	walt@integrityfirstelectric.com	Yes	Yes	1 - CRA* 1 - PC	5/3/2021	10/14/2021		*Changed board choice to CRA during interview

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

CITY OF JACKSONVILLE BEACH FLORIDA

Board Member Roster

Board of Adjustment

Meets 1st and 3rd Tuesday,
7:00 P.M., Council Chambers

Chair

John Moreland

Vice-Chair

Alexi Gonzalez

Members

Owen Curley

Francis Reddington

Jeff Truhlar

Daniel Elmaleh (1st Alternate)

Vacant (2nd Alternate)

Planning Commission

Meets 2nd and 4th Monday, 7:00 P.M.,
Council Chambers

Chair

Greg Sutton

Vice-Chair

David Dahl

Members

Margo Moehring

Britton Sanders

Colleen Murphy White

Justin Lerman (1st Alternate)

Vacant (2nd Alternate)

Community Redevelopment

Agency

Meets 4th Monday, 3:00 P.M.,
Council Chambers

Chair

Art Graham

Vice-Chair

Frances Povloski

Members

Jeffrey Jones

David McGraw

Gary Paetau

General Employees' Pension Board

Meets Quarterly, 2nd Tuesday,
3:00 P.M., Council Chambers

Chair

Brandon Maresma

Chair Pro Tem

Chris Hoffman

Members

Dan Janson

Nick Currie

Eddie Vergara

Firefighters' Pension Board

Meets Quarterly, 2nd Tuesday,
3:00 P.M., Council Chambers

Chair

Dennis Povloski

Chair Pro Tem

Debbie White

Members

Gaylord Candler

Edward Dawson

John McDaniel

Police Officers' Pension Board

Meets Quarterly, 2nd Tuesday,
3:00 P.M., Council Chambers

Chair

Marvin V. DuPree

Chair Pro Tem

John Galarneau

Members

David Cohill

John Gosztyla

Jason Sharp

Special Magistrate

Hearings 4th Wednesday, 2:00 P.M., Council Chambers

Magistrate

Wayne Flowers



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CITY COUNCIL AGENDA ITEM	
TO:	The Honorable Mayor and Members of the City Council
FROM:	Duston Scott, Pension Plan Administrator
DATE:	11/10/2021
SUBJECT:	Appointment of Fifth Member to General Employees' Pension Board

BACKGROUND

Pursuant to the Jacksonville Beach Code of Ordinances Section 2-162.23 (b) Board of Trustees, the General Employees' Board consists of five members:

1. Two members of the city council, selected by the city council.
2. **A fifth member selected by the other four members and appointed, as a ministerial act, by the city council. The fifth member may be a retiree of this system.**
3. Two members of the general employees' retirement system, other than retirees, to be elected by the members of the general employees' retirement system.

At their November 9, 2021 Quarterly Pension Board meeting, the General Employees' Pension Board of Trustees voted unanimously to reappoint Brandon Maresma to serve as the fifth member. Mr. Maresma has indicated he would be willing to serve another two-year term. Mr. Maresma was originally appointed in November 2009.

FINANCIAL IMPACT

None

REQUESTED ACTION

Reappoint Brandon Maresma to serve as a trustee as the fifth member on the General Employees' Pension Board beginning January 1, 2022, and expiring December 31, 2023

ATTACHMENTS

1. Brandon Maresma application



Application for Appointment to City Boards

Personal Information (Please print or type)

Name: Brandon Maresma Home Phone: _____
Home Address: 3823 Hunt Club Road
E-Mail Address: brandon@postilliontax.com Cell Phone: 904 859-1040
Occupation: CPA Business Phone: 904 222-0204
Business Name: Postillion Tax Consultants, LLC
Business Address: 324 6th Ave N, Jacksonville Beach, FL 32250

Eligibility – Please Circle

Are you a resident of the City?	<u>Yes</u>	<u>No</u>	If yes, length of time: _____
Are you a registered voter?	<u>Yes</u>	<u>No</u>	If yes, what County: <u>Duval</u>
Do you own property in the City?	<u>Yes</u>	<u>No</u>	If yes, address: <u>324 6th Ave N, Jacksonville Beach, FL 32250</u>
Do you hold a public office?	<u>Yes</u>	<u>No</u>	If yes, Office name: _____
Are you employed by the City?	<u>Yes</u>	<u>No</u>	If yes, position: _____
Are you currently serving on a Board?	<u>Yes</u>	<u>No</u>	If yes, Board Name: <u>pension trustee</u>
Have you been convicted of a felony?	<u>Yes</u>	<u>No</u>	If yes, provide date: _____
Have your civil rights been restored?	<u>Yes</u>	<u>No</u>	If yes, provide date: _____
Have you filed bankruptcy?	<u>Yes</u>	<u>No</u>	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".

	Board of Adjustment
	Community Redevelopment Agency

2	Planning Commission
1	Pension Trustee

Please list the type of City meetings you have attended: Pension board meetings

Qualifications (Briefly describe specific expertise, abilities, or qualifications) Certified public accountant, licenced financial planner

Education: Bachelors in business administration from UNF. Post grad classes

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 (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.

10/05/2021

Date

Applicant's Signature

Please do not write below - Staff use

Date application received: 10/05/2021

Interviewed on: 10/14/2021

Eligible for appointment **Yes** No

If not eligible for appointment
Explanation:

Appointed to:

Date:

Appointed to:

Date:

Appointed to:

Date:



To Whom It May Concern:

I am writing this letter to tell you a little about my background, my present practice, and myself. I have been a C.P.A. for 11 years and have been in public accounting for the entire time that I've been licensed. Below is a list of firms where I have been employed:

Harbeson, Beckerleg, and Fletcher, PA <i>Jacksonville, FL</i>	Nov 1998 – May 2000
The Nichols Group, PA <i>Jacksonville, FL</i>	May 2000 – Nov 2002
Haring & Bushnell, PA <i>Jacksonville, FL</i>	Dec 2002 – May 2003
Postillion Tax Consultants, LLC <i>f/k/a Adams & Maresma, LLC</i> <i>Jacksonville Beach, FL</i>	June 2003 – Present Day

In each firm I performed similar functions that included preparation of tax returns and financial statements for our clients, bookkeeping, and audits. Our client's consisted of individuals, corporations, partnerships, non-profit organizations, homeowner's associations, as well as various other types of entities such as trusts and estates. The audits I have been involved in included private companies, governmental organizations, and not-for-profit organizations. In each firm I was responsible for consulting with clients on various tax matters and from time to time negotiating with the Internal Revenue Service on behalf of our clients.

Page 2

In June of 2003 I set out with an entrepreneurial spirit to open my own CPA firm. I soon after became licensed in the financial planning arena so as to offer a wider array of services to my clients. Coupled with a background in the area of tax compliance, I have the ability to ensure that clients are well covered on both vital areas of the tax and financial aspects of their lives.

I have provided below a list of select references that you may contact.

Sincerely,

Brandon A. Maresma

References:

Dan Armstrong, Esq.

Law Offices of Dan Armstrong, PA
814 A1A North, Suite 306
Jacksonville, FL 32082
(904) 280-0058

Barbara League

Barbara Jane League, P.A.
3955 Riverside Avenue, Suite 100
Jacksonville, FL 32205

Jan Smiley, *Partner*

Smiley & Smiley, PA
2120 Corporate Square Blvd
Jacksonville, FL 32216
Phone: (904) 722-1440

Sandra Allison, Owner

Heritage Investments, LTD
P.O. Box 1000
Middleburg, FL 32050-1000
(904) 838-8805



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

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Jason Phitides, Director Parks and Recreation
DATE:	11/04/2021
SUBJECT:	RFP No. 07-2021, Citywide Janitorial Services

BACKGROUND

The current contract for city-wide janitorial services has been in place since 2016 and is due for renewal at this time. This contract requires the selected vendor to provide a complete, efficient janitorial service, including all necessary labor, supervision, equipment, licenses, and insurance to deliver the highest level of custodial care for buildings at City Hall, the Police Department, the Operations and Maintenance Facility, and all Parks facilities, including oceanfront restrooms. To be eligible, respondents had to demonstrate substantial industry experience and provide at least five references of similar projects performed within the last three years.

Requests for Proposals were sent to 40 vendors and the City received five qualified responses. An evaluation committee consisting of the Building Maintenance Supervisor, Police Services Commander, and Parks Superintendent evaluated responses based on resources, capability, experience, references, and pricing. The evaluation and scoring summary sheet is attached. After interviewing the top three firms, the committee selected Supreme Janitorial Services, Inc., the current incumbent contractor.

The contract term is five years with an option to renew for one additional year based on the approval by the City Manager. Prices will remain fixed for the first three years, while in the remaining years, prices may be adjusted according to the Consumer Price Index. To access RFP Number 07-2021 (which contains the draft Contract Agreement at page 33) and all addenda, click [here](#).

FINANCIAL IMPACT

The total annual contract price is \$276,840. Funds are budgeted in the Contract Services Accounts for Building Maintenance and Parks and Recreation.

REQUESTED ACTION

Award/Reject RFP Number 07-2021 for Citywide Janitorial Services to Superior Janitorial Services and authorize the Mayor and City Manager to execute the Contract Agreement

ATTACHMENTS

1. RFP No. 07-2021 Evaluation Committee Score Sheet
2. RFP No. 07-2021 Notice of Intent to Submit RFP for Approval and Award by City Council
3. RFP No. 07-2021 Supreme Janitorial Service Contract Pricing

Invitations were sent to forty (40) janitorial service companies; seven responses were received and five (5) responses were considered. Two responses were received after the 9/8/21 2:00pm deadline.

An evaluation team consisting of city staff appraised each response. The top three respondents were selected for oral presentations on 10/7/21. Following is the combined scoring tabulation for the September 30, 2021 evaluation committee meeting.

Selection Committee Meeting - 9/30/21						
VENDOR	Criteria 1	Criteria 2	Criteria 3	Criteria 4	SCORE	RANK
Christian Life Janitorial Service	28.33333333	20	8.666666667	6.666666667	63.66666667	3*
D&A Building Services, Inc.	35	26.66666667	10	20	91.66666667	1*
Janiking of Jacksonville	20	18.33333333	4	17.66666667	60	4
Southern Cleaning Services, Inc.	3.333333333	11.66666667	4.666666667	8.333333333	28	5
Supreme Janitorial	28.33333333	25	7.666666667	25	86	2*

* Top three (3) respondents selected for oral presentations

The top three respondents were ranked after oral presentations. Following is the combined scoring tabulation for the October 7, 2021 evaluation committee meeting.

Final Selection Committee Meeting - 10/7/21						
VENDOR	Criteria 1	Criteria 2	Criteria 3	Criteria 4	SCORE	RANK
Supreme Janitorial	35	30	9.666666667	25	99.66666667	1
D&A Building Services, Inc.	31.33333333	27.33333333	9.666666667	18.33333333	86.66666667	2
Christian Life Janitorial Service	29.33333333	23.33333333	8.666666667	10	71.33333333	3

Evaluation Criteria:

1. Capability and Skill – 35 points
2. Qualifications and Experience – 30 points
3. References – 10 points
4. Price Proposal - 25 points

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

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

NOTICE OF INTENT TO SUBMIT RFP FOR APPROVAL AND AWARD BY CITY COUNCIL

Date: October 7, 2021
From: Luis F. Flores, Property and Procurement Officer
RE: **RFP No. 07-2021**

Recommendation will be presented to the City Manager for:

RFP Number: 07-2021
Title: Citywide Janitorial Services

Award to: **Supreme Janitorial Service**

Attached is the Selection Committee Collective Summary.

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

The City reserves the right to further negotiate any proposal, including price, with the highest rated respondent. If an agreement cannot be reached with the highest rated respondent, the City reserves the right to negotiate and recommend award to the next ranked respondent or subsequent respondents, until an agreement is reached.

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

We would like to thank each respondent for their submittal.

Luis F. Flores

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



Supreme Janitorial Services

Pricing Chart for City of Jacksonville Beach Facilities

RFP No. 07-2021 Citywide Janitorial Services

		Per Month	Annual
Group 1:	City Hall	\$ 3,060	\$ 36,720
	Police Department	\$ 1,530	\$ 18,360
	O&M Facility	\$ 3,060	\$ 36,720
	Pollution Control	\$ 1,000	\$ 12,000
	Total Group 1	\$ 8,650	\$ 103,800
Group 2:	Golf Course	\$ 1,205	\$ 14,460
	South Beach Park	\$ 3,145	\$ 37,740
	Wingate Park	\$ 825	\$ 9,900
	Carver Center	\$ 470	\$ 5,640
	Tennis Center	\$ 500	\$ 6,000
	Oceanfront restrooms	\$ 8,275	\$ 99,300
	Total Group 2	\$ 14,420	\$ 173,040
Grand Total		\$ 23,070	\$ 276,840



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CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Kimberlee Bennett, Director of Human Resources
DATE:	10/22/2021
SUBJECT:	Resolution 2096-2021, Amending the Position Classification and Pay Plan for Managerial, Professional, and Administrative (Nonunion) Positions

BACKGROUND

A continuous goal of City Administration is to work with Department Directors to ensure that each department is appropriately structured, staffed, and trained to produce outcomes in alignment with the City's strategic objectives and priorities. A myriad of internal and external factors are considered as part of a departmental structure analysis, to include: operational needs; best practices; succession planning; available resources; changes in the workforce; the labor market; and the local economy. Data associated with these factors is used with an analysis of the department's current workforce and structure to determine what is working and where improvements can be made.

Restructures have been performed over the past three years, starting with Administration and Public Works. Administration proposed (and Council approved) bringing the City Attorney function in-house to provide enhanced legal services to the organization. Additionally, a Communications & Marketing position was added in direct response to Council's desire for enhanced public communication and engagement.

Public Works performed a restructure this past year, aligning water and wastewater treatment services, and right of way maintenance with solid waste. While the impact of the restructure was cost neutral, its implementation was supported to improve departmental efficiency and provide career paths/growth opportunities for individuals within each alignment.

The Human Resources and Parks & Recreation Departments have each identified the need to restructure. The restructures would include reclassification of certain positions to gain operational efficiencies, and to place the City in a more competitive position in the local employment market. Additionally, an adjustment is needed for one position classification within the Police Department for local market competitiveness. A summary of each is provided below.

Human Resources

Staff performed a department analysis that looked at position title, pay grade, growth opportunity, skillset, and current job responsibilities versus the changing needs and priorities of the organization. Based on this study, staff recommends job title and pay grade changes to better align job responsibilities, required skill sets, and structural placement. These changes will not only help the department function more efficiently but will also more accurately reflect new and existing position responsibilities, create growth opportunities, and maintain internal and external equity within the pay grade structure.



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Parks and Recreation

In response to the priorities identified in the Parks Assessment Study, staff recommends changes to certain job descriptions, titles, and pay grades to achieve an elevated level of maintenance, aesthetic appeal, and sustainability throughout our parks. These changes will allow the department to focus a higher level of expertise on the development and maintenance of all City parks and green spaces. Additionally, reclassifying some Grounds Maintenance positions will better align the required skill set and level of responsibility with the appropriate title and pay grade.

Police

The Police Department is experiencing challenges in filling vacancies for School Crossing Guards. We currently have 4 open positions and no qualified applicants. When a Crossing Guard position goes unfilled for an extended period of time, those services are performed by Community Service Officers or, in some cases, Patrol Officers. Staff compared the current rate of pay for Crossing Guards to the rates being offered in surrounding communities and found that the City's rate is significantly lower than neighboring agencies. To remain competitive in the market, staff recommends increasing the hourly rate for Year 1 from \$10.05 to \$12.00, and retaining the current practice of offering a 3% increase each year up to Year 6.

AMENDMENTS TO THE PAY AND CLASSIFICATION PLAN

Resolution Number 2096-2021 will amend the Position Classification and Pay Plan for Managerial, Professional, and Administrative (Nonunion) Employees as follows:

Human Resources

- Change the title of the Payroll Specialist to Payroll and Benefits Specialist to accurately reflect the duties of the position.
- Add a Payroll and Benefits Lead position (Grade 318) to provide a career path, through qualified advancement, for the Payroll and Benefits Specialist. Only one of these positions may be filled at any given time.
- Add a Senior Human Resources Generalist position (Grade 320) to provide a career path, through qualified advancement, for the Human Resources Generalist position. Only one of these positions may be filled at any given time.
- Add a Recruiter position (Grade 315) to accurately reflect the duties and responsibilities currently being performed by a Human Resources Administrative Assistant.
- Reclassify the Human Resources Generalist position (Grade 317 to 318) to more closely align the position with comparable positions in the market and within the City.

Parks and Recreation

- Add a Chief of Parks Development and Maintenance (Grade 326), who will have primary responsibility for overseeing the Grounds Maintenance and Golf Course Maintenance Divisions. This position will also provide high level administrative assistance to the Director of Parks and Recreation, and act as Director in his absence.
- Eliminate the Recreation Superintendent (Grade 320) position upon retirement of the



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incumbent employee. Staff anticipates that the new Chief of Parks Development and Maintenance position will be filled by internal promotion. In order to keep the number of positions flat, the vacancy created by that promotion will not be filled until the retirement of the Recreation Superintendent.

- Add a Grounds Maintenance Supervisor (Grade 320), who will oversee 7 division employees. The number of authorized Maintenance Worker positions will be reduced by one to keep the total number of positions flat.
- Reclassify the Park Maintenance Superintendent (Grade 322) to Facilities Maintenance Manager (Grade 320) to accurately reflect the duties associated with the position.

Pay Grade Schedule for School Crossing Guards

- Increase the hourly rate in Year 1 from \$10.06 to \$12.00 and retain the annual increase of 3% per year through Year 6 of employment.

FINANCIAL IMPACT

The financial impact is listed below. Staff will monitor the impact of these changes and amend the budget as necessary as part of the FY2022 mid-year or year-end budget amendment process.

Total Financial Impact by Department Total Financial Impact by Fund FY2022

Human Resources	\$8,459	General Fund	(\$29,720)
Parks and Recreation	\$29,552	Golf Course Fund	\$65,156
Police	\$5,884	Human Resources Fund	\$8,459
	\$43,895		\$43,895
Total		Total	

REQUESTED ACTION

Adopt/Deny Resolution No. 2096-2021 amending the Position Classification and Pay Plan for Managerial, Professional, and Administrative (Nonunion) Positions effective December 6, 2021.

ATTACHMENTS

1. Position Classification and Pay Plan Redlined
2. Resolution 2096-2021

CITY OF JACKSONVILLE BEACH
POSITION CLASSIFICATION AND PAY PLAN



Managerial, Professional and Administrative (Nonunion)

Effective October 1, 2019

Amended
12/06/2021~~10/05/2021~~

INTRODUCTION

The Position Classification and Pay Plan for the City of Jacksonville Beach is divided into three major sections:

Section I: General Rules and Regulations provides for the rules which guide the administration of the Position Classification and Pay Plan.

Section II: Classification and Pay Grades provides for the assignment of a classification and pay grade to each position within the plan.

Section III: Pay Grade Schedule provides pay grades and pay ranges in hourly and annual amounts. Minimums, maximums and midpoints are identified.

Job descriptions have been written for each classification in the plan. Although not part of this document, the job descriptions are incorporated by reference and are on file for review in the Human Resources Department.

The position classification plan brings together a number of nonunion management, professional and administrative positions under a single classification plan. The plan provides that all positions receive similar treatment with respect to matters of classification. The plan also provides for normal lines of promotion and career development ladders. The organization and arrangement of classes facilitates various aspects of personnel administration such as records processing, position control, recruitment, testing, training and budget control.

The pay plan consists of a system of pay ranges assigned to all classes of work. The pay plan is intended to:

- 1) Provide equal pay for equal work;
- 2) Provide a means of rewarding employees for continued good or outstanding service;
- 3) Provide a convenient method of adjusting the plan to meet changes in conditions which require change in pay levels; and,
- 4) Establish salary and wage rates which compare satisfactorily with those public and private employers in competitive market areas for each position, and thus to permit the City to attract and retain qualified employees.

SECTION I GENERAL RULES AND REGULATIONS

A. Administration of the Pay Plan

- 1) Primary responsibility for establishment and upkeep of the classification and pay plan is assigned to the City Manager, or designee.
- 2) All changes and improvements will be made through recommendations to the Human Resources Director, who will analyze and determine whether they should be considered.
- 3) The entire plan shall be reviewed on an annual basis by the City Manager or designee. Following the review, any proposed revisions will be submitted by the City Manager to the City Council for adoption.
- 4) The Pay Grade Schedule consists of a salary schedule showing salary ranges and midpoints.
- 5) An employee may receive a salary increase by means of merit salary advancement, promotion, reclassification, or a pay range adjustment, if there is an availability of funds.
- 6) The rate of pay of an employee within the pay grade will depend on merit. There are no provisions in the pay plan for automatic salary advancement as all merit increases are to be based upon work performance and other pertinent factors as evaluated by the employee's supervisor.
- 7) The performance evaluation system is to develop incentive among employees to improve their work performance.
- 8) The City Manager may approve special increases based on evaluation of performance and/or to address what the City determines to be pay inequities.

B. Appointments and Starting Rates

- 1) The minimum salary established for a position is considered the normal appointment rate for new employees.
- 2) Appointments below or above the minimum salary may be authorized by the City Manager in the following situations:
 - a) If the applicant's training, experience or other qualifications are substantially above those required for the position;
 - b) Exceptions as noted in the trainee category.
- 3) When an employee is promoted from a lower to a higher pay grade, the promotion shall always include a minimum of a five percent (5%) salary increase (this provision shall apply to promotions only and not to transfers).

Police Sergeants promoted to Commander shall be eligible for a 20% pay increase.

C. Merit Increases

- 1) A merit salary advancement is a salary increase within the same pay grade and is not considered to be automatic, but based upon an evaluation of performance of an individual.
- 2) An employee is eligible for a merit advancement of 2% to 3% over the current rate of pay on the anniversary date of employment in the position, as warranted by performance, provided there are funds available for the increase.

D. Acting Professional

- 1) An Acting Professional is defined as an employee temporarily taking on the duties of a professional position due to the absence of an incumbent for a specific amount of time.
- 2) When assigned as an Acting Professional, the employee shall receive a minimum of a five percent (5%) increase above present pay while on the assignment. In no event shall the acting pay be less than the minimum pay within the acting range. When the assignment ends, the special pay provision will be removed. All Acting Professional assignments must be approved by the City Manager or designee prior to any compensation payment.

E. EXCEL (Excellent City Employees with Longevity) Program

- 1) An employee is eligible for a lump sum award of 2% to 3% over the current rate of pay, based upon the performance evaluation, once the individual has achieved progression to the maximum pay in the assigned pay grade. EXCEL awards will be provided in one lump sum and will not be added to the employee's base pay. Appropriate tax exclusions will be made.
- 2) EXCEL increases may be awarded once every year. An EXCEL award shall not be given during the same year as a merit increase. Exception is granted if the individual is recommended for an increase and in order to award the increase it is necessary to combine the merit increase with a lump sum EXCEL amount so that the employee's pay rate does not exceed the maximum rate for the pay grade.

F. Qualification Increases

- 1) To promote skill and professional development, and to provide opportunities for advancement, certain employees may be eligible for a qualification increase

- upon obtaining a professional license or certification. To qualify for such an increase, the license or certification must be directly related to the employee's current position and must be included in the job description as a preferred, but not required, qualification. Employees will not receive an increase upon obtaining a license or certification that is required as a condition of employment.
- 2) Upon obtaining the qualified license or certification, and provided that all education, training, and performance requirements of the job are met, employees will receive an increase of 3%.

G. Automobile Allowance

- 1) Employees who are required to drive their personal vehicle during the regular course of City business may be eligible to receive either an automobile allowance or mileage reimbursement, as determined by the City Manager, in accordance with the City's travel policy. Employees who are issued a City vehicle are not eligible to receive an automobile allowance.
- 2) Employees approved for an automobile allowance will receive payment bi-weekly, in 26 equal installments per year. Eligible positions and annual amounts are as follows:

ELIGIBLE POSITION	ANNUAL AMOUNT
Chief Financial Officer	\$4,800.00
Chief Information Officer	\$4,800.00
Deputy City Manager	\$4,800.00
Director Of Beaches Energy	\$4,800.00
Director Of Human Resources	\$4,800.00
Director Of Parks & Recreation	\$4,800.00
Director Of Planning & Development	\$4,800.00
Director Of Public Works	\$4,800.00
Police Chief	\$4,800.00
City Clerk	\$3,600.00
City Engineer	\$3,600.00
CRA Coordinator	\$3,600.00
Regulatory Compliance Officer	\$3,600.00
Electrical Engineer	\$3,600.00
Electrical Engineer (PE)	\$3,600.00
Electrical Engineering Project Supervisor	\$3,600.00
Electrical Engineering Supervisor	\$3,600.00
Public Works Project Engineer	\$3,600.00

Property and Procurement Officer	\$3,600.00
Network Engineer	\$3,600.00
System Administrator	\$3,600.00

SECTION II
CLASSIFICATIONS AND PAY GRADES
By Classification

CLASSIFICATION	POSITION TITLE	GRADE
EXECUTIVE MANAGEMENT	* Chief Financial Officer	332
	* Chief Information Officer	334
	* Deputy City Manager	335
	* Director Of Beaches Energy	335
	* Director Of Human Resources	329
	* Director Of Parks & Recreation	329
	* Director Of Planning & Development	329
	* Director Of Public Works	332
	* Police Chief	332
MANAGERIAL, PROFESSIONAL & ADMINISTRATIVE	* Accountant	319
	* Accounting Supervisor	323
	Administrative Assistant	312
	* Assistant Customer Service Supervisor	318
	* Assistant CFO/Budget Officer	327
	Assistant to the City Manager	316
	Assistant to the Police Chief	316
	* Business Analyst	323
	* Business Relations/Conservation Coordinator	316
	* City Clerk	322
	* Communications Manager	322
	Conservation Specialist	315
	* Customer Service Supervisor	322
	Deputy City Clerk	316
	Human Resources Generalist	318 7
	* Internal Auditor	322
	Legal Assistant	322
	Office Administrator	314
	Office Assistant	310
	* Payroll and Benefits Administrator	323
	* <u>Payroll and Benefits Lead</u>	<u>318</u>
	Payroll <u>and Benefits</u> Specialist	314
	<u>Recruiter</u>	<u>315</u>
	<u>Senior Human Resources Generalist</u>	<u>320</u>
	* Utilities Accountant	318
INFORMATION SERVICES	* Database Administrator	322
	* GIS Technical Architect	323
	* Information Services Supervisor	327
	* Network Engineer	323
	* System Administrator	322
PLANNING & DEVELOPMENT	* Building Official	326
	* Planning Official	326
	* CRA Coordinator	322

	* Senior Planner	322
PROPERTY & PROCUREMENT	Building Maintenance Supervisor	315
	Chief Storekeeper	313
	* Procurement Administrator	321
	Procurement Associate	316
	* Property and Procurement Officer	327

* Exempt from overtime under the Fair Labor Standards Act

SECTION II

CLASSIFICATIONS AND PAY GRADES

By Classification

CLASSIFICATION	POSITION TITLE	GRADE
ENERGY SERVICES	* Construction & Maintenance Supervisor	327
	* Electric Safety & Training Supervisor	322
	* Electrical Engineer	327
	* Electrical Engineer (PE)	328
	* Electrical Engineering Project Supervisor	330
	* Electrical Engineering Supervisor	330
	* Meter Services Supervisor	320
	* Regulatory Compliance Officer	330
	* Relay/Substation Supervisor	328
	* System Operations Supervisor	328
	* Utilities Superintendent	330
PUBLIC WORKS	* GIS Systems Analyst	321
	Plant Operations Manager	322
	* City Engineer	330
	* Project Engineer	329
	* Streets/Distribution & Collection Deputy Superintendent	324
	* Streets/Distribution & Collection Superintendent	326
	Utility Plant Maintenance Supervisor	320
	* Utility Plant Operations Deputy Superintendent	324
	* Utility Plant Operations Superintendent	326
PARKS & RECREATION	* Assistant Golf Course Superintendent	318
	Assistant Golf Professional	314
	* <u>Chief of Parks Development and Maintenance</u>	<u>326</u>
	Events Coordinator	314
	* <u>Facilities Maintenance Manager</u>	<u>320</u>
	Golf Cart/Range Attendant	303
	* Golf Course Facility Manager	322
	* Golf Course Superintendent	322
	Golf Shop Attendant	308
	Golf Starter	303
	<u>Grounds Maintenance Supervisor</u>	<u>320</u>
	* Park Maintenance Superintendent	322
	Recreation Leader	310
	* Recreation Superintendent	320
	Recreation Supervisor	316
	Tennis Court Attendant	303
	* Tennis Facility Manager	311
PUBLIC SAFETY	* Fire Marshal	324
	Deputy Fire Marshal	321

	Police Accreditation Manager	315
*	Police Commander	327
	Police Records Supervisor	315
	Police Volunteer Coordinator	308

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By Classification

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	Beach Patrol Guard	601
	Ocean Rescue Lieutenant	602
	Assistant Ocean Rescue Supervisor	603
	Ocean Rescue Supervisor	604
	School Crossing Guard	901

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**SECTION III
PAY GRADE SCHEDULE**

GRADE	MINIMUM	MIDPOINT	MAXIMUM
303	\$10.23 \$21,278.40	\$13.40 \$27,872.00	\$16.57 \$34,465.60
304	\$10.74 \$22,339.20	\$14.07 \$29,265.60	\$17.40 \$36,192.00
305	\$11.28 \$23,462.40	\$14.77 \$30,721.60	\$18.27 \$38,001.60
306	\$11.84 \$24,627.20	\$15.51 \$32,260.80	\$19.18 \$39,894.40
307	\$12.43 \$25,854.40	\$16.29 \$33,883.20	\$20.14 \$41,891.20
308	\$13.06 \$27,164.80	\$17.10 \$35,568.00	\$21.15 \$43,992.00
309	\$13.71 \$28,516.80	\$17.96 \$37,356.80	\$22.21 \$46,196.80
310	\$14.39 \$29,931.20	\$18.86 \$39,228.80	\$23.32 \$48,505.60
311	\$15.11 \$31,428.80	\$19.80 \$41,184.00	\$24.49 \$50,939.20
312	\$15.87 \$33,009.60	\$20.79 \$43,243.20	\$25.71 \$53,476.80
313	\$16.66 \$34,652.80	\$21.83 \$45,406.40	\$26.99 \$56,139.20
314	\$17.50 \$36,400.00	\$22.92 \$47,673.60	\$28.34 \$58,947.20
315	\$18.37 \$38,209.60	\$24.07 \$50,065.60	\$29.76 \$61,900.80
316	\$19.29 \$40,123.20	\$25.27 \$52,561.60	\$31.25 \$65,000.00
317	\$20.25	\$26.53	\$32.81

	\$42,120.00	\$55,182.40	\$68,244.80
318	\$21.27	\$27.86	\$34.45
	\$44,241.60	\$57,948.80	\$71,656.00

**SECTION III
PAY GRADE SCHEDULE**

GRADE	MINIMUM	MIDPOINT	MAXIMUM
319	\$22.33 \$46,446.40	\$29.25 \$60,840.00	\$36.18 \$75,254.40
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321	\$24.62 \$51,209.60	\$32.25 \$67,080.00	\$39.88 \$82,950.40
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323	\$27.14 \$56,451.20	\$35.56 \$73,964.80	\$43.97 \$91,457.60
324	\$28.50 \$59,280.00	\$37.34 \$77,667.20	\$46.17 \$96,033.60
325	\$29.93 \$62,254.40	\$39.20 \$81,536.00	\$48.48 \$100,838.40
326	\$31.42 \$65,353.60	\$41.16 \$85,612.80	\$50.90 \$105,872.00
327	\$32.99 \$68,619.20	\$43.22 \$89,897.60	\$53.45 \$111,176.00
328	\$34.64 \$72,051.20	\$45.38 \$94,390.40	\$56.12 \$116,729.60
329	\$36.37 \$75,649.60	\$47.65 \$99,112.00	\$58.93 \$122,574.40
330	\$38.19 \$79,435.20	\$50.03 \$104,062.40	\$61.87 \$128,689.60
331	\$40.10 \$83,408.00	\$52.53 \$109,262.40	\$64.97 \$135,137.60
332	\$42.11 \$87,588.80	\$55.16 \$114,732.80	\$68.21 \$141,876.80

333	\$44.21	\$57.92	\$71.63
	\$91,956.80	\$120,473.60	\$148,990.40
334	\$46.42	\$60.82	\$75.21
	\$96,553.60	\$126,505.60	\$156,436.80
335	\$48.75	\$63.86	\$78.97
	\$101,400.00	\$132,828.80	\$164,257.60

**SECTION III
PAY GRADE SCHEDULE**

OCEAN RESCUE – PART TIME			HOURLY
601	Beach Patrol Guard	Year 1	\$12.00
601	Beach Patrol Guard	Year 2	\$12.36
601	Beach Patrol Guard	Year 3	\$12.73
601	Beach Patrol Guard	Year 4	\$13.11
601	Beach Patrol Guard	Year 5	\$13.51
601	Rescue Swimmer*		\$14.18
602	Lieutenant		\$16.30
a. Increase in years 2-5 requires a minimum of 300 hours worked in the previous year. b. Beach Patrol Guards/Rescue Swimmers who work a minimum of 300 hours between May and September, and are in good standing, are eligible for a lump sum payment of \$500. <i>*Requires Emergency Medical Technician Certification.</i>			

OCEAN RESCUE – FULL TIME		MINIMUM	MIDPOINT	MAXIMUM
602	Lieutenant	\$16.30	\$19.88	\$23.45
		\$33,904.00	\$41,340.00	\$48,776.00
603	Assistant Ocean Rescue Supervisor	\$16.79	\$20.47	\$24.15
		\$34,923.20	\$42,577.60	\$50,232.00
604	Ocean Rescue Supervisor	\$17.63	\$21.50	\$25.36
		\$36,670.40	\$44,709.60	\$52,748.80

901 – SCHOOL CROSSING GUARDS	
Year 1	\$12.00 10.05
Year 2	\$12.36 10.35

Year 3	\$ 12.73 10.66
Year 4	\$ 13.11 10.98
Year 5	\$ 13.50 11.31
Year 6	\$ 13.91 11.65

Introduced by: _____

Adopted: _____

RESOLUTION NO. 2096-2021

A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING ITS POSITION CLASSIFICATION AND PAY PLAN FOR MANAGERIAL, PROFESSIONAL, AND ADMINISTRATIVE (NONUNION) POSITIONS; PROVIDING FOR ADOPTION OF RECITALS, ADOPTION OF THE PLAN, REPEAL OF PRIOR INCONSISTENT RESOLUTIONS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City Council has adopted a Position Classification and Pay Plan for Managerial, Professional, and Administrative (Nonunion) Positions, which establishes job classifications and salary ranges for each position that are competitive with similar positions in the labor market; and

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

WHEREAS, amendments to the Position Classification and Pay Plan are necessary to revise certain sections to be consistent with the City's current employment practices; to add six position titles to the Classifications and Pay Grades; to eliminate two position titles; to revise one position title; to adjust the pay grade for the Human Resources Generalist; and to adjust the hourly rate of the school crossing guards.

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

SECTION 1. Adoption of Recitals. The foregoing recitals are deemed true and material parts of this Resolution and are fully incorporated herein by reference.

SECTION 2. Adoption of the Amended Plan. The City of Jacksonville Beach, Florida hereby adopts the amended Position Classification and Pay Plan attached hereto as Attachment A.

SECTION 3. Repeal of Prior Inconsistent Resolutions. All prior resolutions, or parts of resolutions, in conflict herewith are hereby repealed to the extent of the conflict.

SECTION 4. Severability. If any section, sentence, clause, or phrase of this Resolution should be held invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force, or effect of any other section, sentence, phrase, or portion of this Resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

SECTION 5. Effective Date. This Resolution shall become effective immediately upon passage and adoption by City Council.

AUTHENTICATED this 6th day of December, 2021.

Christine Hoffman, MAYOR

Sheri Gosselin, CITY CLERK

CITY OF JACKSONVILLE BEACH
POSITION CLASSIFICATION AND PAY PLAN



Managerial, Professional and Administrative (Nonunion)

Effective October 1, 2019

Amended 12/06/2021

INTRODUCTION

The Position Classification and Pay Plan for the City of Jacksonville Beach is divided into three major sections:

Section I: General Rules and Regulations provides for the rules which guide the administration of the Position Classification and Pay Plan.

Section II: Classification and Pay Grades provides for the assignment of a classification and pay grade to each position within the plan.

Section III: Pay Grade Schedule provides pay grades and pay ranges in hourly and annual amounts. Minimums, maximums and midpoints are identified.

Job descriptions have been written for each classification in the plan. Although not part of this document, the job descriptions are incorporated by reference and are on file for review in the Human Resources Department.

The position classification plan brings together a number of nonunion management, professional and administrative positions under a single classification plan. The plan provides that all positions receive similar treatment with respect to matters of classification. The plan also provides for normal lines of promotion and career development ladders. The organization and arrangement of classes facilitates various aspects of personnel administration such as records processing, position control, recruitment, testing, training and budget control.

The pay plan consists of a system of pay ranges assigned to all classes of work. The pay plan is intended to:

- 1) Provide equal pay for equal work;
- 2) Provide a means of rewarding employees for continued good or outstanding service;
- 3) Provide a convenient method of adjusting the plan to meet changes in conditions which require change in pay levels; and,
- 4) Establish salary and wage rates which compare satisfactorily with those public and private employers in competitive market areas for each position, and thus to permit the City to attract and retain qualified employees.

SECTION I GENERAL RULES AND REGULATIONS

A. Administration of the Pay Plan

- 1) Primary responsibility for establishment and upkeep of the classification and pay plan is assigned to the City Manager, or designee.
- 2) All changes and improvements will be made through recommendations to the Human Resources Director, who will analyze and determine whether they should be considered.
- 3) The entire plan shall be reviewed on an annual basis by the City Manager or designee. Following the review, any proposed revisions will be submitted by the City Manager to the City Council for adoption.
- 4) The Pay Grade Schedule consists of a salary schedule showing salary ranges and midpoints.
- 5) An employee may receive a salary increase by means of merit salary advancement, promotion, reclassification, or a pay range adjustment, if there is an availability of funds.
- 6) The rate of pay of an employee within the pay grade will depend on merit. There are no provisions in the pay plan for automatic salary advancement as all merit increases are to be based upon work performance and other pertinent factors as evaluated by the employee's supervisor.
- 7) The performance evaluation system is to develop incentive among employees to improve their work performance.
- 8) The City Manager may approve special increases based on evaluation of performance and/or to address what the City determines to be pay inequities.

B. Appointments and Starting Rates

- 1) The minimum salary established for a position is considered the normal appointment rate for new employees.
- 2) Appointments below or above the minimum salary may be authorized by the City Manager in the following situations:
 - a) If the applicant's training, experience or other qualifications are substantially above those required for the position;
 - b) Exceptions as noted in the trainee category.
- 3) When an employee is promoted from a lower to a higher pay grade, the promotion shall always include a minimum of a five percent (5%) salary increase (this provision shall apply to promotions only and not to transfers). Police Sergeants promoted to Commander shall be eligible for a 20% pay increase.

C. Merit Increases

- 1) A merit salary advancement is a salary increase within the same pay grade and is not considered to be automatic, but based upon an evaluation of performance of an individual.
- 2) An employee is eligible for a merit advancement of 2% to 3% over the current rate of pay on the anniversary date of employment in the position, as warranted by performance, provided there are funds available for the increase.

D. Acting Professional

- 1) An Acting Professional is defined as an employee temporarily taking on the duties of a professional position due to the absence of an incumbent for a specific amount of time.
- 2) When assigned as an Acting Professional, the employee shall receive a minimum of a five percent (5%) increase above present pay while on the assignment. In no event shall the acting pay be less than the minimum pay within the acting range. When the assignment ends, the special pay provision will be removed. All Acting Professional assignments must be approved by the City Manager or designee prior to any compensation payment.

E. EXCEL (Excellent City Employees with Longevity) Program

- 1) An employee is eligible for a lump sum award of 2% to 3% over the current rate of pay, based upon the performance evaluation, once the individual has achieved progression to the maximum pay in the assigned pay grade. EXCEL awards will be provided in one lump sum and will not be added to the employee's base pay. Appropriate tax exclusions will be made.
- 2) EXCEL increases may be awarded once every year. An EXCEL award shall not be given during the same year as a merit increase. Exception is granted if the individual is recommended for an increase and in order to award the increase it is necessary to combine the merit increase with a lump sum EXCEL amount so that the employee's pay rate does not exceed the maximum rate for the pay grade.

F. Qualification Increases

- 1) To promote skill and professional development, and to provide opportunities for advancement, certain employees may be eligible for a qualification increase upon obtaining a professional license or certification. To qualify for such an increase, the license or certification must be directly related to the employee's current position and must be included in the job description as a preferred, but

- not required, qualification. Employees will not receive an increase upon obtaining a license or certification that is required as a condition of employment.
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325	\$29.93 \$62,254.40	\$39.20 \$81,536.00	\$48.48 \$100,838.40
326	\$31.42 \$65,353.60	\$41.16 \$85,612.80	\$50.90 \$105,872.00
327	\$32.99 \$68,619.20	\$43.22 \$89,897.60	\$53.45 \$111,176.00
328	\$34.64 \$72,051.20	\$45.38 \$94,390.40	\$56.12 \$116,729.60
329	\$36.37 \$75,649.60	\$47.65 \$99,112.00	\$58.93 \$122,574.40
330	\$38.19 \$79,435.20	\$50.03 \$104,062.40	\$61.87 \$128,689.60
331	\$40.10 \$83,408.00	\$52.53 \$109,262.40	\$64.97 \$135,137.60
332	\$42.11 \$87,588.80	\$55.16 \$114,732.80	\$68.21 \$141,876.80
333	\$44.21 \$91,956.80	\$57.92 \$120,473.60	\$71.63 \$148,990.40
334	\$46.42 \$96,553.60	\$60.82 \$126,505.60	\$75.21 \$156,436.80
335	\$48.75 \$101,400.00	\$63.86 \$132,828.80	\$78.97 \$164,257.60

**SECTION III
PAY GRADE SCHEDULE**

OCEAN RESCUE – PART TIME			HOURLY
601	Beach Patrol Guard	Year 1	\$12.00
601	Beach Patrol Guard	Year 2	\$12.36
601	Beach Patrol Guard	Year 3	\$12.73
601	Beach Patrol Guard	Year 4	\$13.11
601	Beach Patrol Guard	Year 5	\$13.51
601	Rescue Swimmer*		\$14.18
602	Lieutenant		\$16.30
a. Increase in years 2-5 requires a minimum of 300 hours worked in the previous year. b. Beach Patrol Guards/Rescue Swimmers who work a minimum of 300 hours between May and September, and are in good standing, are eligible for a lump sum payment of \$500. <i>*Requires Emergency Medical Technician Certification.</i>			

OCEAN RESCUE – FULL TIME		MINIMUM	MIDPOINT	MAXIMUM
602	Lieutenant	\$16.30	\$19.88	\$23.45
		\$33,904.00	\$41,340.00	\$48,776.00
603	Assistant Ocean Rescue Supervisor	\$16.79	\$20.47	\$24.15
		\$34,923.20	\$42,577.60	\$50,232.00
604	Ocean Rescue Supervisor	\$17.63	\$21.50	\$25.36
		\$36,670.40	\$44,709.60	\$52,748.80

901 – SCHOOL CROSSING GUARDS	
Year 1	\$12.00
Year 2	\$12.36
Year 3	\$12.73
Year 4	\$13.11
Year 5	\$13.50
Year 6	\$13.91



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

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Ashlie Gossett, Chief Financial Officer
DATE:	11/22/2021
SUBJECT:	Resolution No. 2097-2021, Amendment and Restatement of the Interlocal Agreement for the distribution of local option gas taxes

BACKGROUND

On June 28, 1985, the City approved an Interlocal Agreement with the City of Jacksonville, the City of Atlantic Beach, the City of Neptune Beach, and the Town of Baldwin which created a distribution formula for dividing the proceeds of a local option gas tax levied on a per-gallon basis on gasoline and diesel sold within Duval County. The taxes are authorized to be imposed by the County under Section 336.025, Florida Statutes, which also provides that the County may enter into an agreement with the municipalities within its boundaries as to the formula by which these taxes are to be divided. On August 1, 2016, the City adopted Resolution No. 1961-2016 which extended the Interlocal Agreement through August 31, 2036.

On May 26, 2021, the City of Jacksonville adopted Ordinance Number 2021-022-E that extended the current 6-Cent Local Option Gas Tax for an additional 10 years and levied an additional 5-Cent Local Option Gas Tax in Duval County for a 30 year period from January 1, 2022 to December 31, 2051. The attached agreement reflects these changes and continues the same distribution formula by population which has been in effect since the original agreement was executed.

FINANCIAL IMPACT

It is estimated that the City will receive approximately \$500,000 in additional revenues per year to be used for transportation expenditures as defined in Section 336.025, Florida Statutes.

REQUESTED ACTION

Adopt/Deny Resolution No. 2097-2021, authorizing the Mayor and City Manager to execute an amendment and restatement of the Interlocal agreement for the distribution of local option gas taxes.

ATTACHMENTS

1. Resolution No. 2097-2021
2. Amended and Restated Interlocal Agreement Regarding Local Option Gas Taxes

Introduced by: _____

Adopted: _____

RESOLUTION NO. 2097-2021

**A RESOLUTION OF THE CITY OF JACKSONVILLE BEACH,
FLORIDA, AMENDING AND RESTATING THE INTERLOCAL
AGREEMENT REGARDING LOCAL OPTION GAS TAXES
BETWEEN THE CITY OF JACKSONVILLE AND OTHER
MUNICIPALITIES WITHIN DUVAL COUNTY.**

WHEREAS, the parties hereto are the City of Jacksonville Beach, the City of Atlantic Beach, the City of Neptune Beach, and the Town of Baldwin, hereinafter referred to as the "Cities" and the City of Jacksonville, and

WHEREAS, the parties entered into an Interlocal Agreement with the City of Jacksonville on June 28, 1985, creating a distribution formula for dividing the proceeds of a local option gas tax up to the maximum amount allowed per gallon upon every gallon of motor fuel and special fuel sold within Duval County and taxed under the provisions of Chapter 206, Florida Statutes, as authorized to be imposed by the governing body of Duval County by Section 336.025, Florida Statutes; and

WHEREAS, the parties hereto entered into extensions of the Interlocal Agreement with the City of Jacksonville on August 28, 1996, for the period beginning September 1, 1986, and extending through August 31, 2016, and again on August 14, 2016, for the period beginning September 1, 2016, and extending through August 31, 2036; and

WHEREAS, pursuant to Ordinance 2021-223-E, the City of Jacksonville has extended the 6-Cent Local Option Gas Tax through August 31, 2046, and levied an additional 5-Cent Local Option Gas Tax pursuant to Section 206.41(1)(e), Florida Statutes, for fuel sales starting on January 1, 2022, and continuing for fuel sales through December 31, 2051; and

WHEREAS, the parties hereto are entering into an amended and restated agreement with the City of Jacksonville pursuant to and in compliance with the provisions of Section 336.025, Florida Statutes; and as adopted by the City of Jacksonville in Ordinance 2021-223-E, and during said periods those taxes shall be allocated in the same manner as provided for in the Initial Agreement.

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

SECTION 1. The Mayor and City Manager are hereby authorized to execute an amended and restated Interlocal Agreement with the City of Jacksonville, which provides for the distribution formula for dividing the proceeds of local option gas taxes among the parties to the Interlocal Agreement.

SECTION 2. Repeal of Prior Inconsistent Resolutions and Council Decisions. All prior resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of the conflict.

SECTION 3. Severability. If any section, sentence, clause, or phrase of this resolution should be held invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force, or effect of any other section, sentence, phrase, or portion of this resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

SECTION 4. Effective Date. This resolution shall become effective immediately upon passage and adoption by City Council.

AUTHENTICATED this ____ day of December, 2021.

Christine H. Hoffman, MAYOR

Sheri Gosselin, CITY CLERK

Approved as to form and legal sufficiency:

Sandra R. Robinson, City Attorney

Prepared by and Return to:
John C. Sawyer, Jr., Esquire
Office of General Counsel
117 West Duval Street, Suite 480
Jacksonville, Florida 32202

**AMENDED AND RESTATED INTERLOCAL AGREEMENT REGARDING LOCAL
OPTION GAS TAXES AMONG THE CITY OF JACKSONVILLE, THE CITY OF
ATLANTIC BEACH, THE CITY OF JACKSONVILLE BEACH, THE CITY OF
NEPTUNE BEACH, AND THE TOWN OF BALDIN**

THIS AMENDED AND RESTATED INTERLOCAL AGREEMENT (hereinafter referred to as the “Agreement”) is made and entered into as of the _____ day of _____, 2021 by and among the below-listed parties and shall become effective upon filing with the Clerk of the Circuit and County Courts, as herein provided (the “Effective Date”) (collectively, the “Cities” or individually, a “City”).

WITNESSETH:

WHEREAS, in June of 1983 the City previously entered into that certain Interlocal Agreement, as replaced and superseded by that certain Interlocal Agreement dated June 28, 1985 (the “Initial Agreement”), regarding the distribution formula for dividing the proceeds of a six-cent local option gas tax (the “Six-Cent Local Option Gas Tax”) sold in Duval County and taxed under the provisions of Chapter 206, Florida Statutes, as authorized to be imposed by the governing body of Duval County by Section 336.025, Florida Statutes; and

WHEREAS, the Council (“Council”) of the City of Jacksonville (“County”) acting as the governing body of Duval County, Florida, pursuant to Ordinance 2021-223-E, proposes to levy an additional local option gas taxes, also known as local option fuel taxes, pursuant to Section 336.025(1)(b), Florida Statutes, known generally as a 5-Cent Gas Tax (the “5-Cent Local Option Gas Tax”) on every gallon of motor fuel sold in Duval County, exclusive of diesel fuel; and

WHEREAS, Section 336.025(1)(b)(2), Florida Statutes, authorizes the County to enter into interlocal agreements with one or more municipalities located within Duval County, representing a majority of the population of the incorporated area within the county, setting forth a distribution formula for dividing the entire proceeds of the local option fuel taxes among county government and all eligible municipalities within the county; and

WHEREAS, the Cities are desirous of entering into this Agreement with each other and with the County to amend the Initial Agreement in order to restate the formula for the distribution of the previously imposed Six-Cent Local Option Gas Tax and to set forth a formula for the distribution of the Five-Cent Local Option Gas Tax, should any or all of such local option fuel taxes be approved or amended by Council.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants herein contained and for other good and valuable consideration, the legal sufficiency of which is acknowledged by the parties, the parties agree as follows:

1. **Recitals.** The foregoing recitals are true and correct and are hereby incorporated herein by this reference.

2. **Authority.** This Agreement is entered into by County and Cities pursuant to the authority provided by Section 336.025, Florida Statutes, and Section 163.01, Florida Statutes.

3. **Construction of Agreement.** Except as expressly modified herein, the Initial Agreement remains unmodified and in full force and effect.

4. **Extension of Six-Cent Local Option Gas Tax.** County and Cities agree that, in accordance with Ordinance 2021-223-E, the Six-Cent Local Option Gas Tax shall be extended for fuel sales starting on September 1, 2036, and continuing for fuel sales through August 31, 2046, and during said ten-year period shall be allocated as set forth in the Initial Agreement. The foregoing provisions of this Agreement have no effect on the allocation of the Six-Cent Local Option Gas Tax for fuel sales through August 31, 2036.

5. **Imposition of Additional Five-Cent Local Option Gas Tax.** County and the Cities acknowledge and agree that, pursuant to Ordinance 2021-223-E, the City has levied the 5-Cent LOGT authorized pursuant to Section 206.41(1)(e), *Florida Statutes* (for a total of eleven cents (\$0.11) of Local Option Fuel Tax levied pursuant to Section 206.41(1)(e), *Florida Statute*, for fuel sales starting on January 1, 2022, and continuing for fuel sales through December 31, 2051, and during said period those taxes shall be allocated in the same manner as provided for the Six-Cent Local Option Gas Tax as provided for in the Initial Agreement. For purposes of clarity, the 5-Cent Local Option Gas Tax does not apply to sales of diesel fuel.

6. **Uses of Proceeds from Five-Cent Local Option Gas Tax.** Proceeds from the Five-Cent Local Option Gas Tax shall be utilized only for transportation expenditures, as that term is set forth in Section 336.025(1)(b)(3), Florida Statutes and as defined in Section 336.025(7), Florida Statutes.

7. **Severability.** If any part of this Agreement is found by a court of competent Jurisdiction to be unlawful or otherwise unenforceable, such part shall be deemed to be severed from this Agreement and the remaining parts shall continue to have full force and effect.

8. **Section Headings.** All section headings used in this Agreement have been inserted for convenience only. Such section headings shall not be used in the interpretation or construction of the text of this Agreement.

9. **Construction.** The parties acknowledge that they have had meaningful input into the terms and conditions contained in this Agreement. Therefore any doubtful or ambiguous provisions contained herein shall not be construed against the party who physically prepared this Agreement. The rule sometimes referred to as “*Fortius Contra Proferentum*” shall not be applied to the interpretation of this Agreement.

10. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties hereto for their responsibilities with respect to the Event. No statement, representation, writing, understanding, agreement, course of action or course of conduct, made by any party, or any representative of any party, which is not expressed herein shall be binding. All changes to, additions to, modifications of, or amendment to this Agreement, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

11. **Counterparts.** This Agreement, and all amendments thereto, may be executed in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument. Delivery of a counterpart by electronic means shall be valid and enforceable for all purposes.

[Remainder of page is intentionally left blank. Signature page follows immediately.]

IN WITNESS WHEREOF, the City of Jacksonville, by and through its respective authorized representatives has caused this Agreement to be executed on the day and year first above written.

ATTEST:

CITY OF JACKSONVILLE

By: _____
Name: James R. McCain, Jr.
Title: Corporation Secretary

By: _____
Name: Lenny Curry
Title: Mayor

Form Approved:

Office of General Counsel

GC-#1424417-v2-Amended_and_Restated_Interlocal_Agreement_-_beach_City_Baldwin_-_local_option_gas_taxes_(LOGT)_2021.doc

IN WITNESS WHEREOF, the City of Atlantic Beach, by and through its respective authorized representatives has caused this Agreement to be executed on the day and year first above written.

ATTEST:

CITY OF ATLANTIC BEACH

By: _____
Donna L. Bartle, City Clerk
800 Seminole Road
Atlantic Beach, FL 32233

By: _____
Shane Corbin, City Manager
800 Seminole Road
Atlantic Beach, FL 32233

IN WITNESS WHEREOF, the City of Jacksonville Beach, by and through its respective authorized representatives has caused this Agreement to be executed on the day and year first above written.

ATTEST:

CITY OF JACKSONVILLE BEACH

By: _____
Sheri Gosselin, Acting City Clerk
11 North 3rd Street
Jacksonville Beach, FL 32250

By: _____
Christine Hoffman, Mayor
11 North 3rd Street
Jacksonville Beach, FL 32250

By: _____
Mike Staffopoulos, City Manager
11 North 3rd Street
Jacksonville Beach, Florida 32250

Approved as to form and legal sufficiency:



Sandra R. Robinson, City Attorney

IN WITNESS WHEREOF, the City of Neptune Beach, by and through its respective authorized representatives has caused this Agreement to be executed on the day and year first above written.

ATTEST:

CITY OF NEPTUNE BEACH

By: _____
Catherine Ponson, City Clerk
116 1st Street
Neptune Beach, FL 32266

By: _____
Stefen Wynn, City Manager
116 1st Street
Neptune Beach, FL 32266

IN WITNESS WHEREOF, the Town of Baldwin, by and through its respective authorized representatives has caused this Agreement to be executed on the day and year first above written.

ATTEST:

TOWN OF BALDWIN

Lula Hill, Town Clerk

By: _____
Sean T. Lynch
Mayor

Form Approved:



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

CITY COUNCIL AGENDA ITEM	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Sandra R. Robnson, City Attorney
DATE:	11/15/2021
SUBJECT:	Ordinance No. 2021-8169

BACKGROUND

On December 21, 2020, the City Council approved Ordinance No. 2020-8157 which instituted a temporary moratorium on the commercial leasing, rental, and use of commercially leased or rented electric personal assistive mobility devices, micromobility devices, and motorized scooters in the City for a period of 12 months from its effective date (*i.e.*, December 21, 2021), or until it is repealed by the City Council as part of its adoption of permanent regulations, whichever is sooner.

The progress of obtaining input from local residents, businesses, and City departments to better prepare and take any steps necessary for the adoption and implementation of permanent regulations to address these emerging matters were stalled in part due to the City's six month absence of in-house legal counsel. Extending the temporary moratorium is necessary to allow sufficient time for the City Attorney to conduct additional research and draft the appropriate ordinance governing the regulations for the renting or leasing of electric personal assistive mobility devices, micromobility devices, and motorized scooters in the City. Ordinance No. 2021-8169 extends the temporary moratorium for four months, until April 21, 2022.

FINANCIAL IMPACT

None.

REQUESTED ACTION

Approve/Disapprove Ordinance No. 2021-8169 on the first reading extending the temporary moratorium on the commercial rental and lease, and use of rented and leased, electric personal assistive mobility devices, micromobility devices, and motorized scooters until April 21, 2022, and schedule a second reading for December 20, 2021

ATTACHMENTS

1. Ordinance No. 2021-8169

Introduced by: _____
First Reading: _____
Second Reading: _____

ORDINANCE NO. 2021-8169

AN ORDINANCE BY THE CITY OF JACKSONVILLE BEACH, FLORIDA, AMENDING ORDINANCE NO. 2020-8157 WHICH IMPOSED A TEMPORARY MORATORIUM ON THE COMMERCIAL RENTAL AND LEASE, AND USE OF RENTED AND LEASED, ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICES, MICROMOBILITY DEVICES, AND MOTORIZED SCOOTERS; CONTINUING THE BASIS FOR THE EMERGENCY MORATORIUM; AND EXTENDING THE MORATORIUM FOR FOUR MONTHS UNTIL APRIL 21, 2022.

WHEREAS, Article VIII, Section 2 of the Florida Constitution and Section 166.021, Florida Statutes, provides that municipalities have governmental, corporate, and proprietary powers to enable municipalities to conduct municipal government, perform municipal functions, and render municipal services; and

WHEREAS, in accordance with City Code of Ordinances Section 2-55, on December 21, 2020, the City Council approved Ordinance No. 2020-8157 which instituted a temporary moratorium on the commercial leasing, rental, and use of commercially leased or rented electric personal assistive mobility devices, micromobility devices, and motorized scooters in the City for a period of 12 months from its effective date (*i.e.*, December 21, 2021), or until it is repealed by the City Council as part of its adoption of permanent regulations, whichever is sooner; and

WHEREAS, the progress of obtaining input from local residents, businesses, and City departments to better prepare and take any steps necessary for the adoption and implementation of permanent regulations to address these emerging matters were stalled in part due to the City's six month absence of in-house legal counsel; and

WHEREAS, extending the temporary moratorium is necessary to allow sufficient time for the City Attorney to conduct additional research and draft the appropriate ordinance governing the regulations for the renting or leasing of electric personal assistive mobility devices, micromobility devices, and motorized scooters in the City; and

WHEREAS, the City finds a legitimate public purpose and it is in the best interests of the public health, safety, and welfare to extend the temporary moratorium on the commercial leasing, rental, and use of commercially rented or leased electric personal assistive mobility devices, micromobility devices, and motorized scooters in the City until such time as appropriate City regulations are in place.

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

SECTION 1. RECITALS AND LEGISLATIVE FINDINGS. The above recitals and legislative findings are ratified and made a part of this Ordinance.

SECTION 2. That Section 2 of Ordinance No. 2020-8157, is hereby amended as follows¹:

TEMPORARY MORATORIUM. A temporary moratorium is imposed on the commercial leasing, rental, and use of commercially leased or rented electric personal assistive mobility devices, micromobility devices, and motorized scooters in the City. While this temporary moratorium is in effect, the City shall not authorize, allow, accept, process, or approve any application relating to the operation or commercial leasing and renting of these devices and scooters. This moratorium applies to any business that operates out of a hotel, motel, store, vendor stand, or any other local business location in the City, and to any online business operation that makes these devices and scooters locally available for rent or lease in the City. Nothing in this Ordinance shall be construed as a limit on the lawful use of privately owned devices and scooters. Those individuals who use their privately owned devices and scooters are required to follow all Florida Laws and City Ordinances relating to these devices and scooters. This moratorium is imposed pursuant to the City's police and regulatory powers to protect the public health, safety, and welfare of the community at large. The moratorium imposed by this Ordinance shall remain in effect for a period of ~~42~~ 16 months from its effective date (until April 21, 2022) or until it is repealed by the City Council as part of its adoption of permanent regulations, whichever is sooner.

SECTION 3. CONFLICTING ORDINANCES. That all ordinances or parts of ordinances in conflict with this Ordinance or parts thereof previously adopted or entered by the City in conflict with this Ordinance are temporarily suspended to the extent inconsistent herewith and until a future ordinance is permanently addresses the subject matter.

SECTION 4. 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.

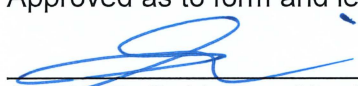
SECTION 5. EFFECTIVE DATE. This Ordinance shall take effect and be enforceable in all aspects immediately upon final reading and approval by the City Council for the City of Jacksonville Beach as authenticated herein.

AUTHENTICATED THIS _____ DAY OF _____, A.D., 2021.

Christine H. Hoffman, Mayor

Sheri Gosselin, City Clerk

Approved as to form and legal sufficiency:



Sandra R. Robinson, City Attorney

¹ ~~Strikethrough~~ text indicates deletions, underline text indicates additions.