



# City of Jacksonville Beach

11 North Third Street  
Jacksonville Beach, Florida

## Amended Agenda

### City Council

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Monday, April 4, 2022

6:00 PM

Council Chambers

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#### 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. Regular City Council Meeting held on March 21, 2022
- B. Council Briefing held on March 28, 2022

#### **ANNOUNCEMENTS**

#### **COURTESY OF THE FLOOR TO VISITORS**

#### **MAYOR AND CITY COUNCIL**

#### **CITY CLERK**

#### **CITY MANAGER**

- A. Approve/Disapprove a 48-month Lease Agreement with Yamaha Golf-Car Company for the lease of 16 utility vehicles at \$33,120 annually and authorize the Mayor and City Manager to enter into the final Lease Agreement
- B. Award/Reject RFP No. 03-2122 Tennis Professional to Albrecht Catalan d/b/a Sypiar, LLC for five years with three one-year renewal options not to exceed a total term of eight years and authorize the Mayor and City Manager sign the final contract

#### **RESOLUTIONS**

- A. Adopt/Deny Resolution No. 2106-2022 amending the Operating Budget of the City of Jacksonville Beach, Florida for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022
- B. Adopt/Deny Resolution No. 2107-2022 amending the Managerial, Professional, and Administrative (Nonunion) Position Classification and Pay Plan authorizing two new full-time positions for Information Services and one new part-time position and three part-time to full-

time position conversions in Parks and Recreation

### **ORDINANCES**

- A. Adopt/Deny Ordinance No. 2022-8173 Amending Ordinance No. 2020-8157 on the second reading (Extends the moratorium on micromobility devices and motorized scooters)
- B. Adopt/Deny Ordinance No. 2022-8175 adopting a Property Rights Element into the 2030 Comprehensive Plan on the second reading
- C. Approve/Disapprove Ordinance No. 2022-8176 adopting the boundaries of three City Council Districts pursuant to the 2020 federal census on the first reading and schedule a second reading for April 18, 2022

### **ADJOURNMENT**

### **NOTICE**

*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, he or she will need a record of the proceedings. For such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

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

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

*You may use this website <http://www.jacksonvillebeach.org/publichearinginfo> to find information concerning the hearing process. This information is also available in the City Hall first floor display case.*

**Minutes of Regular City Council Meeting  
held Monday, March 21, 2022, at 6:00 P.M.  
in the Council Chambers, 11 North 3<sup>rd</sup> 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: | Sandy Golding | Dan Janson  | Fernando Meza             |
|                  | Cory Nichols  | Chet Stokes | Georgette Dumont (absent) |

Also present were: City Manager Mike Staffopoulos, City Attorney Sandra Robinson, Chief Financial Officer Ashlie Gossett, Director of Planning and Development Heather Ireland, and City Clerk Sheri Gosselin.

**APPROVAL OF MINUTES:**

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

- Regular City Council Meeting held on March 7, 2022
- Council Briefing held on March 14, 2022

**ANNOUNCEMENTS:**

Council Member Golding announced an Urban Trails Master Plan meeting would be held on March 23, 2022.

City Manager Mike Staffopoulos noted an Open House for the Downtown Infrastructure Improvements Project would be held on March 29, 2022.

Council Member Meza expressed concern about rising housing prices and rent.

**COURTESY OF THE FLOOR TO VISITORS:**

Mayor Hoffman extended Courtesy of the Floor to visitors. No one came to address the Council.

**MAYOR AND CITY COUNCIL:** *No items*

**CITY CLERK:** *No items*

**CITY MANAGER:**

**Item A**      **Accept/Reject the Monthly Financial Reports for the month of February 2022**

Chief Financial Officer Ashlie Gossett stated she was available to answer questions.

**Motion:** It was moved by Mr. Nichols, seconded by Ms. Golding, to accept the Monthly Financial Reports for the month of February 2022.

**Discussion:** None

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

**Item B**      **Award/Reject RFP Number 02-2122 to Purvis, Gray and Company, LLP for Audit Services and authorize the Mayor and City Manager to execute the final contract**

Ms. Gossett stated the Request For Proposal (RFP) was issued to 11 vendors and five responses were received. The Auditor Selection Committee selected Purvis, Gray and Company, LLP, but recommended a change in the Audit Partner to lead the audit. She confirmed the one-year agreement would cover both the City and the Community Redevelopment Agency (CRA) audits and include four one-year extensions.

**Motion:** It was moved by Mr. Nichols, seconded by Ms. Golding, to award RFP No. 02-2122 to Purvis, Gray and Company, LLP for Audit Services and authorize the Mayor and City Manager to execute the final contract.

**Discussion:**

Council Member Nichols asked about the change in Audit Partner leading the audit. Ms. Gossett replied it was not a bad idea to rotate and have a new partner.

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

**RESOLUTIONS** *No items*

**ORDINANCES**

**Item A**      **Approve/Disapprove Ordinance No. 2022-8173 Amending Ordinance No. 2020-8157 on the first reading and schedule a second reading for April 4, 2022 (Extends the moratorium on micromobility devices and motorized scooters)**

Mayor Hoffman requested the City Clerk read Ordinance 2022-8173 by title only, whereupon Ms. Gosselin read the following:

**"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 16 MONTHS FROM THE ORIGINAL EFFECTIVE DATE.”**

Mayor Hoffman read the following:

“This ordinance is before this Council for a public hearing and consideration on its first reading. I will now open the public hearing on Ordinance 2022-8173.”

**Public Hearing:**

No one came forward to speak on the ordinance. Mayor Hoffman closed the public hearing.

**Motion:** It was moved by Mr. Nichols, seconded by Ms. Golding, to approve Ordinance No. 2022-8173 Amending Ordinance No. 2020-8157 on the first reading and schedule a second reading for April 4, 2022.

**Discussion:**

Council Member Stokes noted he hoped the City could find a resolution this year.

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

**Item B Approve/Disapprove Ordinance No. 2022-8175 adopting a Property Rights Element into the 2030 Comprehensive Plan on the first reading and schedule a second reading for April 4, 2022**

Director of Planning and Development Heather Ireland provided a brief background on the Ordinance.

Mayor Hoffman requested the City Clerk read Ordinance 2022-8175 by title only, whereupon Ms. Gosselin read the following:

**“AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA ADOPTING AMENDMENTS TO THE JACKSONVILLE BEACH 2030 COMPREHENSIVE PLAN TO ADOPT A NEW PROPERTY RIGHTS ELEMENT WITH A NEW GOAL, OBJECTIVE AND POLICY TO MEET THE REQUIREMENTS OF SECTION 163.3177(6), FLORIDA STATUTES; PROVIDING DIRECTIONS TO THE PLANNING AND DEVELOPMENT DEPARTMENT, FOR LEGISLATIVE FINDINGS, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.**

Mayor Hoffman read the following:

“This ordinance is before this Council for a public hearing and consideration on its first reading. I will now open the public hearing on Ordinance 2022-8175.”

**Public Hearing:**

No one came forward to speak on the ordinance. Mayor Hoffman closed the public hearing.

**Motion:** It was moved by Mr. Nichols, seconded by Ms. Golding, to approve Ordinance No. 2022-8175 adopting a Property Rights Element into the 2030 Comprehensive Plan on the first reading and schedule a second reading for April 4, 2022.

**Discussion:** None

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

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 6:14 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

|                         |                  |               |             |
|-------------------------|------------------|---------------|-------------|
| <b>Council Members:</b> | Georgette Dumont | Sandy Golding | Dan Janson  |
|                         | Fernando Meza    | Cory Nichols  | Chet Stokes |

Also present were Deputy City Manager Karen Nelson, Director of Planning and Development Heather Ireland, Communications Manager Jacob Board, 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**

#### **Branding**

Director of Planning and Development Heather Ireland reviewed the history of the “lifeguard chair” logo currently being used and the financial involvement of the Community Redevelopment Agency (CRA). Communications Manager Jacob Board presented a PowerPoint [on file] showing different ways the “lifeguard chair” logo had been used.

A conversation ensued regarding the future use of the “lifeguard chair” logo, repayment to the CRA for the “lifeguard chair” logo, and future development of additional branding logos for the City and the CRA.

The consensus of the Council was to continue using the current “lifeguard chair” logo as a City logo and bring the topic and design back to the Council for formal adoption. Additionally, the consensus of the Council was to suggest the CRA adapt the “lifeguard chair” logo to be more specific to the CRA districts or use the same branding standards to develop a unique logo for the CRA districts.

#### **Status Update on Pier Operations**

Deputy City Manager Karen Nelson reviewed the recent communication with the City of Jacksonville (COJ) regarding the City of Jacksonville Beach’s (COJB) involvement in the pier operations when it opens later this year.

Ms. Nelson stated City Administration reached out to the COJ on February 28, 2022, requesting a rough draft of an Interlocal Agreement regarding the pier's management and statistics regarding pier usage data. To date, no information has been received from the COJ.

Ms. Nelson estimated the timeline, should both Cities decide to proceed with the COJB assuming pier operations, would be between 6 and 11 months before a new pier vendor would be selected.

A conversation ensued regarding additional communication efforts with the COJ, and Ms. Nelson stated a formal Public Records Request had been submitted to the COJ. Ms. Nelson noted when additional information was received from the COJ, it would be provided to the Council for further discussion.

Development Agreement for Boardwalk

Ms. Ireland stated while working with the applicants for the proposed multi-family residential project at the Adventure Landing property, adding a publicly accessible boardwalk to the marsh, located to the south of Adventure Landing, was discussed. Ms. Ireland explained the applicant's agents provided a cost estimate for permitting and construction of both proposed publicly and privately funded boardwalks. She explained the applicant's agent proposed the COJB pay for a boardwalk located along the unopened right-of-way of Shetter Avenue. The City's financial impact under the applicant's proposed cost share was estimated at \$297,500.

A conversation ensued regarding the information provided, and the consensus of the Council was to obtain more detailed information from the applicant and further discuss the topic. It was suggested by the Council to possibly schedule a public workshop to obtain input from the community.

Miscellaneous City Manager Items

None

Committee Assignment Report

None

Future Briefing Topics

None

The Briefing adjourned at 6:20 P.M.

Submitted by: Jodilynn Byrd  
Deputy City Clerk

Approved:

\_\_\_\_\_  
Christine H. Hoffman, MAYOR

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



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

| CITY COUNCIL AGENDA ITEM |                                                           |
|--------------------------|-----------------------------------------------------------|
| TO:                      | Michael J. Staffopoulos, City Manager                     |
| FROM:                    | Trevor Hughes, Chief of Parks Maintenance and Development |
| DATE:                    | 03/03/2022                                                |
| SUBJECT:                 | Approve/Disapprove a forty-eight month lease agree        |

#### BACKGROUND

The City currently leases 16 utility golf carts for use by golf course, grounds maintenance, and Public Works crews. The current lease will expire in November 2022. Current industry lead times are between 10 to 14 months. The City needs to negotiate a new lease agreement at this time in order to transition to a new fleet.

There are four major brands of these vehicles: EZ-GO, Yamaha, Toro, and Club Car. The City obtained government contract pricing from all except Yamaha, who provided factory-direct pricing. Yamaha's price was the lowest overall. A tabulated pricing comparison sheet is attached.

#### FINANCIAL IMPACT

The City includes the cost for leasing these utility vehicles in its annual budget.

#### REQUESTED ACTION

Approve/Disapprove a 48-month Lease Agreement with Yamaha Golf-Car Company for the lease of 16 utility vehicles at \$33,120 annually and authorize the Mayor and City Manager to enter into the final Lease Agreement

#### ATTACHMENTS

1. Utility Carts Pricing Comparison Feb 2022

Parks and Recreation  
Utility Vehicle Lease  
48-Months

|                  |     | YAMAHA    |          |           | EZ-GO     |          |           | WESCOTURF - Club Car |          |           | WESCOTURF - Toro Car |          |           |
|------------------|-----|-----------|----------|-----------|-----------|----------|-----------|----------------------|----------|-----------|----------------------|----------|-----------|
| Model            | Qty | Per Unit  | Monthly  | Annual    | Per Unit  | Monthly  | Annual    | Per Unit             | Monthly  | Annual    | Per Unit             | Monthly  | Annual    |
| Gas Utility      | 13  | \$ 165.00 | \$ 2,145 | \$ 25,740 | \$ 199.51 | \$ 2,594 | \$ 31,124 | \$ 219.73            | \$ 2,856 | \$ 34,277 | \$ 188.57            | \$ 2,451 | \$ 29,417 |
| Electric Utility | 1   | \$ 185.00 | \$ 185   | \$ 2,220  | \$ 237.53 | \$ 238   | \$ 2,850  | \$ 249.00            | \$ 249   | \$ 2,988  | \$ 266.14            | \$ 266   | \$ 3,194  |
| Range Picker     | 1   | \$ 170.00 | \$ 170   | \$ 2,040  | \$ 223.56 | \$ 224   | \$ 2,683  | \$ 307.62            | \$ 308   | \$ 3,691  | \$ 224.96            | \$ 225   | \$ 2,700  |
| 4X4              | 1   | \$ 260.00 | \$ 260   | \$ 3,120  | \$ 310.86 | \$ 311   | \$ 3,730  | \$ 307.99            | \$ 308   | \$ 3,696  | \$ 307.99            | \$ 308   | \$ 3,696  |
| Totals           | 16  |           | \$ 2,760 | \$ 33,120 |           | \$ 3,366 | \$ 40,387 |                      | \$ 3,721 | \$ 44,653 |                      | \$ 3,251 | \$ 39,006 |



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| CITY COUNCIL AGENDA ITEM |                                                  |
|--------------------------|--------------------------------------------------|
| TO:                      | Michael J. Staffopoulos, City Manager            |
| FROM:                    | Jason Phitides, Director of Parks and Recreation |
| DATE:                    | 03/03/2022                                       |
| SUBJECT:                 | RFP No. 03-2122 Tennis Professional              |

#### BACKGROUND

RFP No. 03-2122 Tennis Professional, was published from January 5, 2022 to February 2, 2022 to acquire the services of a Tennis Professional to provide group and private tennis lessons for all ages at the Jax Beach Tennis Club. The Tennis Professional may also use the tennis court at South Beach Park. The Tennis Professional shall be deemed to be an independent contractor and not an agent or employee of the City. To review RFP No. 03-2122 in its entirety, click [here](#).

Minimum bid qualifications required respondents to possess professional certification by a nationally recognized tennis organization, demonstrate at least 10 years teaching experience in a municipal or club setting, and provide Professional Liability insurance coverage in the amount of \$1,000,000 as offered by the United States Professional Tennis Association or similar organization.

The initial contract term is five years. Thereafter, at the discretion of the City Manager, the contract may be renewed annually for up to three consecutive years, not to exceed a maximum total of eight years. The Tennis Professional will receive 72% of the revenue derived from lessons and clinics, and may offer sales of goods and services normally provided by professional tennis shops such as racquet stringing, tennis balls and racquet grips etc. The Tennis Professional may receive 100% of such sales, provided they are not included in the City's point-of-sale system.

Albrecht Catalan is the incumbent Tennis Professional who has been providing tennis instruction at the City's tennis facilities for the past five years. He has an exemplary reputation within the tennis community and an experienced teaching style that benefits all skills levels and ages. Since he started in 2016, revenue and memberships have significantly increased. He was the only respondent to this solicitation.

An evaluation committee comprising of the Tennis Facility Manager, Recreation Superintendent, and Director of Parks and Recreation assessed his proposal. He received a combined score of 99%.

#### FINANCIAL IMPACT

The Tennis Professional will receive 72% of the revenue derived from lessons and clinics, and 100% of the sales of goods and services not included in the City's point-of-sale system. Though past performance is not a guarantee of future results, in FY21 the City received net revenues of \$40,606.47 from tennis lessons.



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#### REQUESTED ACTION

Award/Reject RFP No. 03-2122 Tennis Professional to Albrecht Catalan d/b/a Sypiar, LLC for five years with three one-year renewal options not to exceed a total term of eight years and authorize the Mayor and City Manager sign the final contract

#### ATTACHMENTS

1. RFP No. 03-2122 Notice of Intent to Submit RFP for Approval and Award by City Council

City of  
Jacksonville Beach  
Property and  
Procurement Division  
1460A Shetter Avenue  
Jacksonville Beach  
FL 32250  
Phone: 904.247.6229  
Email: [purchasing@jaxbchfl.net](mailto:purchasing@jaxbchfl.net)  
[www.jacksonvillebeach.org](http://www.jacksonvillebeach.org)

*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: March 1, 2022  
From: Luis F. Flores, Property and Procurement Officer  
RE: **RFP No. 03-2122**

Recommendation will be presented to the City Manager for:

RFP Number: 03-2122  
Title: Tennis Professional

Award to: **Sypiar, LLC - Albrecht Catalan**

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



**Criteria 1 - Qualifications and Experience (40 Points)**

| VENDOR           | Member 1 | Member 2 | Member 3 | SCORE |
|------------------|----------|----------|----------|-------|
| Albrecht Catalan | 40       | 40       | 40       | 40    |

**Criteria 2 - References (10 points)**

| VENDOR           | Member 1 | Member 2 | Member 3 | SCORE |
|------------------|----------|----------|----------|-------|
| Albrecht Catalan | 10       | 10       | 10       | 10    |

**Criteria - 3 Lesson Program (25 points)**

| VENDOR           | Member 1 | Member 2 | Member 3 | SCORE |
|------------------|----------|----------|----------|-------|
| Albrecht Catalan | 25       | 25       | 25       | 25    |

**Cirteria 4 - Operation of the Tennis Pro Shop (5 points)**

| VENDOR           | Member 1 | Member 2 | Member 3 | SCORE |
|------------------|----------|----------|----------|-------|
| Albrecht Catalan | 5        | 5        | 5        | 5     |

**Criteria 5 - Financial Terms and Contractual Conditions – (20 points)**

| VENDOR           | Member 1 | Member 2 | Member 3 | SCORE       |
|------------------|----------|----------|----------|-------------|
| Albrecht Catalan | 20       | 18       | 20       | 19.33333333 |

| VENDOR           | SCORE      | Rank |
|------------------|------------|------|
| Albrecht Catalan | 99.3333333 | 1    |



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| CITY COUNCIL AGENDA ITEM |                                                     |
|--------------------------|-----------------------------------------------------|
| TO:                      | Michael J. Staffopoulos, City Manager               |
| FROM:                    | Ashlie Gossett, Chief Financial Officer             |
| DATE:                    | 03/14/2022                                          |
| SUBJECT:                 | Resolution No. 2106-2022 Mid-Year Budget Adjustment |

#### BACKGROUND

Each year the City adopts budget amendments adjusting the budget for expenditures that have become necessary since the original budget was adopted. These adjustments provide spending authority for projects authorized by the City Council during the year which were not included in the original budget, projects that may have been budgeted in a previous year, but due to the timing of a contract award, were not begun or encumbered before the previous year's end, and emergency expenditures.

The attached budget resolution reflects proposed adjustments to be made which represent changes in departmental or fund budgets. Detailed explanations are also provided as a part of these adjustments.

The budget adjustments were previously approved by the City Council, Community Redevelopment Agency, or Pension Boards, or discussed with the City Council at budget workshops with the following exceptions:

| Funding      | Amount    | Description                                                         |
|--------------|-----------|---------------------------------------------------------------------|
| General Fund | \$500,000 | Partial funding for renovations resulting from space needs analysis |

#### FINANCIAL IMPACT

Monies are available to fund all requested expenditures.

#### REQUESTED ACTION

Adopt/Deny Resolution No. 2106-2022 amending the Operating Budget of the City of Jacksonville Beach, Florida for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022

#### ATTACHMENTS

1. Resolution 2106-2022

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

**RESOLUTION NO. 2106-2022**

**A RESOLUTION AMENDING THE OPERATING BUDGET OF THE CITY OF JACKSONVILLE BEACH,  
FLORIDA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30,  
2022**

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

**SECTION 1: The following items of appropriations for the functions, agencies and departments of  
the City government for the fiscal year beginning October 1, 2021 and ending September 30, 2022  
be amended as follows:**

**General Fund – 001**

**General Fund Expenditures :**

***Parks & Recreation***

|                             |    |    |         |         |
|-----------------------------|----|----|---------|---------|
| Personal services - various | a. | \$ | 252,663 | Various |
|-----------------------------|----|----|---------|---------|

- a. To adjust the budget for back wages paid to Ocean Rescue staff as per Department of Labor ruling.

***Non-departmental***

|                                           |    |    |           |                            |
|-------------------------------------------|----|----|-----------|----------------------------|
| Operating - other charges                 | a. | \$ | (252,663) | 001-00-0000-519-49-549000- |
| Transfer to General Capital Projects Fund | b. | \$ | 592,596   | 001-00-0000-581-81-581315- |
| Transfer to General Capital Projects Fund | c. | \$ | 500,000   | 001-00-0000-581-81-581315- |

- a. To adjust budget for net General Fund costs of budget adjustment.  
b. To adjust the budget for the purchase of additional Police vehicle replacements. Item approved at 3/7/2022 City Council meeting.  
c. To transfer funds from reserves to the general capital projects fund for partial funding of building renovations resulting from the space needs analysis.

**Infrastructure Surtax Fund - 151**

**Revenues:**

|                                                     |    |    |        |                            |
|-----------------------------------------------------|----|----|--------|----------------------------|
| State Grants - St. Johns River Water Mgmt. District | a. | \$ | 45,000 | 151-00-0000-334-00-334000- |
|-----------------------------------------------------|----|----|--------|----------------------------|

- a. To adjust the budget for grant funding from the St. Johns River Water Management District for the Penman Rd Septic to Sewer project. Item approved at 10/4/2021 City Council meeting.

**Expenses:**

|                               |    |    |        |                            |
|-------------------------------|----|----|--------|----------------------------|
| Capital outlay - improvements | a. | \$ | 45,000 | 151-00-0000-541-63-563000- |
|-------------------------------|----|----|--------|----------------------------|

- a. To adjust the budget for grant funding from the St. Johns River Water Management District for the Penman Rd Septic to Sewer project. Item approved at 10/4/2021 City Council meeting.

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**Radio Communication Fund - 162**

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**Expenses:**

- |                                               |    |    |        |                            |
|-----------------------------------------------|----|----|--------|----------------------------|
| Operating - repairs and maintenance equipment | a. | \$ | 38,381 | 162-08-0800-525-46-546002- |
|-----------------------------------------------|----|----|--------|----------------------------|
- a. To adjust the budget for the radio tower antenna purchase and installation. Item approved at 11/15/2021 City Council meeting.

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**Downtown Redevelopment - 181**

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**Expenses:**

- |                               |   |    |         |                            |
|-------------------------------|---|----|---------|----------------------------|
| Capital outlay - improvements | a | \$ | 186,000 | 181-16-1601-572-63-563000- |
|-------------------------------|---|----|---------|----------------------------|
- a. To adjust the budget for roof restoration at the Seawalk Pavilion. Item approved at 10/25/2021 CRA, and 11/1/2021 City Council meetings.

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**Southend Redevelopment Fund - 182**

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**Expenses:**

- |                               |    |    |             |                            |
|-------------------------------|----|----|-------------|----------------------------|
| Capital outlay - improvements | a. | \$ | (1,000,000) | 182-16-1602-572-63-563000- |
| Capital outlay - improvements | b. | \$ | 547,708     | 182-16-1602-572-63-563000- |
- a. The FY22 Capital Improvement Plan (CIP) appropriated \$1M for the replacement of the Sunshine park playground structure. However, the project timeline was accelerated and funding was appropriated towards the end of FY21 in the amount of \$1,379,292. This line is deappropriating the \$1M appropriated as part of the FY22 original budget. Item approved at 10/25/2021 CRA, and 11/1/2021 City Council meetings.
- b. To adjust the budget for the replacement of the Sunshine park playground structure to fund two additional features, add a 15% contingency, and revise cost estimates. Item approved at 10/25/2021 CRA, and 11/1/2021 City Council meetings.

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**General Capital Projects Fund - 315**

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**Revenues:**

- |                            |    |    |         |                         |
|----------------------------|----|----|---------|-------------------------|
| Transfer from General Fund | a. | \$ | 592,596 | 315-0000-381-00-381001- |
| Transfer from General Fund | b. | \$ | 500,000 | 315-0000-381-00-381001- |
- a. To adjust the budget for the purchase of additional Police vehicle replacements. Item approved at 3/7/2022 City Council meeting.
- b. To transfer funds from reserves to the general capital projects fund for partial funding of building renovations resulting from the space needs analysis.

**Expenses:**

- |                                  |    |    |         |                            |
|----------------------------------|----|----|---------|----------------------------|
| Capital outlay - improvements    | a. | \$ | 66,340  | 315-00-0000-519-62-562000- |
| Capital outlay - improvements    | b. | \$ | 307,765 | 315-00-0000-519-62-562000- |
| Capital outlay - heavy equipment | c. | \$ | 401,965 | 315-00-0000-541-64-564000- |
| Capital outlay - vehicles        | d. | \$ | 592,596 | 315-00-0000-521-64-564001- |
- a. To adjust the budget for HVAC replacements at City facilities. Item approved at 1/18/2022 City Council meeting.
- b. To adjust the budget for purchase and installation of proximity card access control readers at City facilities. Item approved at 2/7/2022 City Council meeting.

- c. To adjust the budget for the accelerated purchase of five Public Works heavy equipment items. Item approved at 2/7/2022 City Council meeting.
- d. To adjust the budget for the purchase of additional Police vehicle replacements. Item approved at 3/7/2022 City Council meeting.

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#### **Water & Sewer Fund - 420**

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##### **Expenses:**

- |                                  |    |    |         |                            |
|----------------------------------|----|----|---------|----------------------------|
| Capital outlay - improvements    | a. | \$ | 160,422 | 420-07-0706-535-63-563000- |
| Capital outlay - heavy equipment | b. | \$ | 515,847 | 420-07-0707-536-64-564000- |
| Capital outlay - improvements    | c. | \$ | 93,379  | 420-07-0706-535-63-563000- |
| Capital outlay - improvements    | d. | \$ | 128,626 | 420-07-0707-536-63-563000- |
- a. To adjust the budget for the repair of the shared wastewater effluent outfall. Item approved at 12/20/2021 City Council meeting.
  - b. To adjust the budget for the accelerated purchase of five Public Works heavy equipment items. Item approved at 2/7/2022 City Council meeting.
  - c. To adjust the budget for the replacement of the emergency backup generator at lift station 3. Item approved at 2/7/2022 City Council meeting.
  - d. To adjust the budget for public right-of-way improvements connecting Gordon Ave and 21st Ave South. Item approved at 2/23/2022 City Council meeting.

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#### **Sanitation Fund - 430**

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##### **Expenses:**

- |                                  |    |    |         |                            |
|----------------------------------|----|----|---------|----------------------------|
| Capital outlay - heavy equipment | a. | \$ | 179,115 | 430-07-0713-534-64-564000- |
|----------------------------------|----|----|---------|----------------------------|
- a. To adjust the budget for the accelerated purchase of five Public Works heavy equipment items. Item approved at 2/7/2022 City Council meeting.

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#### **Human Resources Fund - 514**

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##### **Expenses:**

- |                                     |    |    |       |                            |
|-------------------------------------|----|----|-------|----------------------------|
| Operating - professional services   | a. | \$ | 5,550 | 514-13-1301-591-31-531000- |
| Capital outlay - computer equipment | b. | \$ | 2,000 | 514-13-1301-591-64-564002- |
- a. To adjust the budget for the pay and classification study. Item approved at 1/18/2022 City Council meeting.
  - b. To adjust the budget for the purchase of computer equipment for an additional position. Item approved at 1/18/2022 City Council meeting.

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**SECTION 2.** The Chief Financial Officer is hereby authorized and directed to perform all acts necessary to carry out and accomplish the budget amendments in conformity with the provisions of Section 1.

**SECTION 3.** The City Council recognizes that the Budget is a revenue and spending plan which requires adjustment from time to time as circumstances change. The City Council gives authorization to the City Manager to make Budget Amendments in the budget for the fiscal period beginning October 1, 2021 and ending September 30, 2022, at the department level as long as the amendments do not increase or decrease the overall budget for the related department in the General Fund, or at the fund level in a fund other than the General Fund.

**SECTION 4.** The City Council authorizes the City Manager to use funds from any relevant account to pay for items such as staffing, contract services, rental equipment, communications equipment, emergency repairs, and supplies in response to a named storm or declaration of a state of emergency issued by the Mayor for a severe weather event or other emergency of similar magnitude.

**SECTION 5.** The City Council further authorizes the City Manager to make budget amendments in the budget for the fiscal period beginning October 1, 2021 and ending September 30, 2022, in furtherance of improvements or works which were approved by the City Council and begun in a previous year, but which were not completed in those years, and any such adjustment shall continue in force until the purpose for which it was made shall have been accomplished or abandoned.

**SECTION 6.** The City Council further authorizes the City Manager to expend donated monies, so long as the expenditure is consistent with the purpose of the donation.

**SECTION 7.** In compliance with the Convention Development Tax Act, Florida Statutes, Chapter 212.0305, the City of Jacksonville Beach, being unable to use Convention Development revenue solely for the purposes stated in the section, is hereby authorized to use the revenue to acquire and develop municipal parks, lifeguard stations or athletic fields.

**SECTION 8.** This Resolution shall take effect upon its passage and publication as required by law.

**AUTHENTICATED this \_\_\_\_th day of \_\_\_\_\_, 2022.**

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Christine Hoffman, MAYOR

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Sheri Gosselin, CITY CLERK



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

| CITY COUNCIL AGENDA ITEM |                                                                                                                                     |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| TO:                      | Michael J Staffopouls, City Manager                                                                                                 |
| FROM:                    | Kimberlee Bennett, Director of Human Resources                                                                                      |
| DATE:                    | 03/01/2022                                                                                                                          |
| SUBJECT:                 | Resolution 2107-2022 Amendments to the Managerial, Professional, and Administrative (Nonunion) Position Classification and Pay Plan |

### 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 priorities, goals and objectives. 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.

Information Services and Parks and Recreation have each identified the need to restructure. The restructures would include reclassification of certain positions, pay range changes, and a request to add additional authorized positions in order to gain operational efficiencies, and to place the City in a more competitive position in the local employment market.

### Parks and Recreation

**Golf Course:** The golf course pro shop is open seven days per week throughout the year. It is closed only for Christmas Day. It requires at least two Golf Shop Attendants to adequately staff the operation each day. Staff hours are from 6:00 am to 6:00 pm, which equates to a minimum of 8,736 man hours annually. This would be the equivalent of 4.2 full-time employees.

Currently, we have one full-time employee and five part-time employees covering this operation. In order to provide the appropriate levels of coverage and oversight, staff recommends converting three part-time Golf Shop Attendant positions to full-time Pro Shop Lead positions. The addition of the lead positions will provide increased supervisory oversight in the pro shop and additional promotional opportunities for staff. The alternative is to increase the number of part-time positions. However, this would decrease hours available to each individual, which would ultimately lead to higher turnover and fewer qualified candidates. Additionally, the success of the pro shop has led to the need for additional inventory and accounting support. Staff recommends the following:

- Promote three part-time Golf Shop Attendants (grade 308) to full-time Pro Shop Leads (grade 310) and reclassify the pay grade from 308 to 310.
- Add one part-time Golf Accounting Technician to help manage the financial and Inventory functions of the Golf Course due to increased purchase and sales activity.



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#### Information Services

The Information Services department has presented a plan to reorganize the department and create a foundation for improving both the technology platform and services for the City of Jacksonville Beach at the City Council briefing on Feb 14, 2022. Part of this plan is to add staff members to provide those services. This request is in alignment with the plan and calls for:

- Add an Application Services Manager (grade 327) who will manage a team of support analysts for all City applications both within a specific department and used across multiple departments.
- Add a Systems Engineer (grade 323) who will maintain all server related hardware and operating systems across the city departments.

**In addition to the changes above, the following changes are proposed to keep our Position Classification and Pay Plan up to date and in alignment with the proposed restructure.**

#### Section G. Automobile Allowance (IS)

- The Information Services Department currently has two System Administrators who receive an automobile allowance. Part of this proposal is to change the titles of those two employees. One would be a Technical Support Analyst and one a Systems Analyst. This is a title change only and does not result in an increase in the number of employees receiving this allowance.

#### Information Services

- Reclassify the Database Administrator (grade 322) to AS400 Systems Analyst (grade 322) to more accurately reflect the responsibilities of the role.
- Reclassify the Information Services Supervisor (grade 327) to Technology/Security Services Manager (grade 327) to more accurately reflect the responsibilities of the role.
- Reclassify the GIS Architect (grade 323) to GIS Administrator (grade 323) to more accurately reflect the responsibilities of the role.
- Reclassify the two Systems Administrators (grade 322) to 1-Technical Support Specialist (grade 322) and 1-Systems Analyst (grade 322) to more accurately reflect the responsibilities of the role.
- Add three new position titles: Application Services Manager (grade 327), SCADA Systems Analyst (grade 325), and Systems Engineer (grade 323) to better meet business needs as discussed above and at the Council briefing on February 14, 2022. The SCADA Systems Analyst position was previously authorized by Council, but the position title was not added to the Pay Plan until the position was ready to be filled and



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placed at the correct grade.

#### Parks and Recreation

- Reclassify the Assistant Golf Professional (grade 314) to the Golf Course Assistant General Manager (grade 316) to more accurately reflect the responsibilities of the role.
- Reclassify the Golf Course Facility Manager (grade 322) to Golf Course General Manager (grade 322) to more accurately reflect the responsibilities of the role.
- Add two new position titles: Golf Accounting Technician (grade 314) and Pro Shop Lead (grade 310) to meet continuing business needs and to adequately staff the Golf Shop.

#### Section III Pay Grade Schedule

**Ocean Rescue:** Our mission is to provide and maintain the highest quality public safety services for our citizens and visitors, through prevention, rescue, and education. Division personnel must complete extensive training accredited by the United States Lifesaving Association (USLA), including cardio pulmonary resuscitation, have advanced knowledge of ocean tides and currents, and be able to operate a variety of specialized equipment and watercraft. We are considered an Advanced Ocean Rescue Agency certified by the USLA. We want our guests to feel and know they are safe at all times on our beach.

One of our most important challenges is the recruitment and retention of high-quality lifeguards. Hours to effectively operate the division have increased due to the assumption of recruitment and training services, and the current expansion of service to Sundays and City-recognized holidays. More importantly, starting wages for entry level positions in our local market have dramatically increased over the past six to twelve months. Our current pay scale is approximately 20% below market rates. Staff proposes the following actions to assist Ocean Rescue in recruiting and retaining lifeguards:

- Increase wages to meet the current market and to reflect the specialized training and certification required of the City's lifeguards.
- Eliminate section B, the lump sum bonuses for lifeguards who work a minimum of 300 hours between May and September. This incentive is no longer needed.
- Increase the Supervisors' pay scales by 22% to maintain consistency with our overall pay plan.

#### FINANCIAL IMPACT

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

#### **Financial Impact by Department/Division:**



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|                            |                  |
|----------------------------|------------------|
| Information Systems        | \$117,163        |
| Parks & Rec - Ocean Rescue | \$97,414         |
| Parks & Rec - Golf Course  | \$109,959        |
| <b>TOTAL</b>               | <b>\$324,536</b> |

**Financial Impact by Fund:**

|                  |                  |
|------------------|------------------|
| General Fund     | \$122,220        |
| Electric Fund    | \$60,708         |
| Water/Sewer Fund | \$25,014         |
| Golf Course Fund | \$112,278        |
| Other Funds      | \$4,316          |
| <b>TOTAL</b>     | <b>\$324,536</b> |

REQUESTED ACTION

Adopt/Deny Resolution No. 2107-2022 amending the Managerial, Professional, and Administrative (Nonunion) Position Classification and Pay Plan authorizing two new full-time positions for Information Services and one new part-time position and three part-time to full-time position conversions in Parks and Recreation

ATTACHMENTS

1. Position Classification and Pay Plan (Redlined)
2. Resolution 2107 -2022
3. Revised Position Classification and Pay Plan (Attachment A)

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



Managerial, Professional and Administrative (Nonunion)

Effective October 1, 2019

Amended

04/04/202212/06/2021

## 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.
- 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        |
| <del>System Administrator</del> Technical Support Specialist | \$3,600.00        |
| <u>Systems Analyst</u>                                       | <u>\$3,600.00</u> |

**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,<br>PROFESSIONAL &<br>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            |
|                                                 | * Internal Auditor                                 | 322            |
|                                                 | Legal Assistant                                    | 322            |
|                                                 | Office Administrator                               | 314            |
|                                                 | Office Assistant                                   | 310            |
|                                                 | * Payroll and Benefits Administrator               | 323            |
|                                                 | * Payroll and Benefits Lead                        | 318            |
|                                                 | Payroll and Benefits Specialist                    | 314            |
|                                                 | Recruiter                                          | 315            |
|                                                 | Senior Human Resources Generalist                  | 320            |
|                                                 | * Utilities Accountant                             | 318            |
| INFORMATION SERVICES                            | * <del>Database Administrator</del>                | <del>322</del> |
|                                                 | * <del>Application Services Manager</del>          | <del>327</del> |
|                                                 | * <del>AS400 Systems Analyst</del>                 | <del>322</del> |
|                                                 | * <del>GIS Technical Architect Administrator</del> | 323            |
|                                                 | * <del>Information Services Supervisor</del>       | <del>327</del> |
|                                                 | * Network Engineer                                 | 323            |
|                                                 | * <del>System Administrator</del>                  | <del>322</del> |
|                                                 | * <del>SCADA Systems Analyst</del>                 | <del>325</del> |
|                                                 | * <del>Systems Analyst</del>                       | <del>322</del> |
|                                                 | * <del>Systems Engineer</del>                      | <del>323</del> |
|                                                 | * <del>Technical Support Specialist</del>          | <del>322</del> |
|                                                 | * <del>Technology/Security Services Manager</del>  | <del>327</del> |

|                        |                                    |     |
|------------------------|------------------------------------|-----|
| 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 |

**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            |
|                    | <del>Assistant Golf Professional</del>                    | <del>314</del> |
|                    | * Chief of Parks Development and Maintenance              | 326            |
|                    | Events Coordinator                                        | 314            |
|                    | * Facilities Maintenance Manager                          | 320            |
|                    | <del>Golf Accounting Technician</del>                     | <del>314</del> |
|                    | Golf Cart/Range Attendant                                 | 303            |
|                    | <del>Golf Course Assistant General Manager</del>          | <del>316</del> |
|                    | * Golf Course <del>Facility</del> <u>General</u> Manager  | 322            |
|                    | * Golf Course Superintendent                              | 322            |
|                    | Golf Shop Attendant                                       | 308            |
|                    | Golf Starter                                              | 303            |
|                    | Grounds Maintenance Supervisor                            | 320            |
|                    | <del>Pro Shop Lead</del>                                  | <del>310</del> |
|                    | Recreation Leader                                         | 310            |
|                    | Recreation Supervisor                                     | 316            |
|                    | Tennis Court Attendant                                    | 303            |
|                    |                                                           | 311            |
|                    | * Tennis Facility Manager                                 |                |

|               |   |                                         |     |
|---------------|---|-----------------------------------------|-----|
| PUBLIC SAFETY | * | Fire Marshal                            | 324 |
|               |   | Deputy Fire Marshal                     | 321 |
|               |   | Police Accreditation Manager            | 315 |
|               | * | Police Commander                        | 327 |
|               |   | Police Records Supervisor               | 315 |
|               |   | Police Volunteer Coordinator            | 308 |
|               |   | Public Safety Communications Supervisor | 319 |
|               |   | Ocean Rescue Lifeguard                  | 601 |
|               |   | Ocean Rescue Lieutenant                 | 602 |
|               |   | Assistant Ocean Rescue Supervisor       | 603 |
|               |   | Ocean Rescue Supervisor                 | 604 |
|               |   | School Crossing Guard                   | 901 |

\*Exempt from overtime under the Fair Labor Standards Act

### SECTION III PAY GRADE SCHEDULE

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

|     |             |             |             |
|-----|-------------|-------------|-------------|
|     | \$40,123.20 | \$52,561.60 | \$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     | \$29.25      | \$36.18      |
|       | \$46,446.40 | \$60,840.00  | \$75,254.40  |
| 320   | \$23.45     | \$30.72      | \$37.98      |
|       | \$48,776.00 | \$63,897.60  | \$78,998.40  |
| 321   | \$24.62     | \$32.25      | \$39.88      |
|       | \$51,209.60 | \$67,080.00  | \$82,950.40  |
| 322   | \$25.85     | \$33.86      | \$41.88      |
|       | \$53,768.00 | \$70,428.80  | \$87,110.40  |
| 323   | \$27.14     | \$35.56      | \$43.97      |
|       | \$56,451.20 | \$73,964.80  | \$91,457.60  |
| 324   | \$28.50     | \$37.34      | \$46.17      |
|       | \$59,280.00 | \$77,667.20  | \$96,033.60  |
| 325   | \$29.93     | \$39.20      | \$48.48      |
|       | \$62,254.40 | \$81,536.00  | \$100,838.40 |
| 326   | \$31.42     | \$41.16      | \$50.90      |
|       | \$65,353.60 | \$85,612.80  | \$105,872.00 |
| 327   | \$32.99     | \$43.22      | \$53.45      |
|       | \$68,619.20 | \$89,897.60  | \$111,176.00 |
| 328   | \$34.64     | \$45.38      | \$56.12      |
|       | \$72,051.20 | \$94,390.40  | \$116,729.60 |
| 329   | \$36.37     | \$47.65      | \$58.93      |
|       | \$75,649.60 | \$99,112.00  | \$122,574.40 |
| 330   | \$38.19     | \$50.03      | \$61.87      |
|       | \$79,435.20 | \$104,062.40 | \$128,689.60 |
| 331   | \$40.10     | \$52.53      | \$64.97      |
|       | \$83,408.00 | \$109,262.40 | \$135,137.60 |
| 332   | \$42.11     | \$55.16      | \$68.21      |
|       | \$87,588.80 | \$114,732.80 | \$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                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 600-LIFEGUARD            | 601 RESCUE SWIMMER/EMT   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| Year 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <del>\$14.40</del> 12.00 | <del>\$17.00</del> 14.18 |
| Year 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <del>\$14.83</del> 12.36 | <del>\$17.51</del> 14.18 |
| Year 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <del>\$15.27</del> 12.73 | <del>\$18.04</del> 14.18 |
| Year 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <del>\$15.73</del> 13.11 | <del>\$18.58</del> 14.18 |
| Year 5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <del>\$16.20</del> 13.51 | <del>\$19.14</del> 14.18 |
| <p>a. <u>Annual hourly rate is based on total years of service with Jacksonville Beach Ocean Rescue.</u></p> <p>b. <u>Ocean Rescue/Lifeguard / Ocean-Rescue Lifeguard EMT 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.</u></p> <p>c. Increase in years 2-5 requires a minimum of 300 hours worked in the previous year.</p> <p>d. Rescue Swimmer/EMT requires Emergency Medical Technician Certification.</p> |                          |                          |

| OCEAN RESCUE – PART TIME | 602-LIEUTENANT           |                                                                                                                                                                                                  |
|--------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Year 1                   | <del>\$19.56</del> 16.30 | <p>a. <u>Annual hourly rate is based on years of service in the Lieutenant position.</u></p> <p>b. <u>Increase in years 2-5 requires a minimum of 300 hours worked in the previous year.</u></p> |
| Year 2                   | <del>\$20.15</del> 16.30 |                                                                                                                                                                                                  |
| Year 3                   | <del>\$20.75</del> 16.30 |                                                                                                                                                                                                  |
| Year 4                   | <del>\$21.37</del> 16.30 |                                                                                                                                                                                                  |
| Year 5                   | <del>\$22.01</del> 16.30 |                                                                                                                                                                                                  |

| OCEAN RESCUE – FULL TIME |                                   | MINIMUM                                                                    | MIDPOINT                                                                   | MAXIMUM                                                                    |
|--------------------------|-----------------------------------|----------------------------------------------------------------------------|----------------------------------------------------------------------------|----------------------------------------------------------------------------|
| 603                      | Lieutenant                        | <del>\$19.56</del> 16.30<br><del>\$40,684.80</del><br><del>33,904.00</del> | <del>\$23.85</del> 19.88<br><del>\$49,608.00</del><br><del>41,340.00</del> | <del>\$28.14</del> 23.45<br><del>\$58,531.20</del><br><del>48,776.00</del> |
| 604                      | Assistant Ocean Rescue Supervisor | <del>\$20.48</del> 16.79<br><del>\$42,598.40</del><br><del>34,923.20</del> | <del>\$24.97</del> 20.47<br><del>\$51,937.60</del><br><del>42,577.60</del> | <del>\$29.46</del> 24.15<br><del>\$61,276.80</del><br><del>50,232.00</del> |
| 605                      | Ocean Rescue Supervisor           | <del>\$21.51</del> 17.63<br><del>\$44,740.80</del><br><del>36,670.40</del> | <del>\$26.23</del> 21.50<br><del>\$54,558.40</del><br><del>44,709.60</del> | <del>\$30.94</del> 25.36<br><del>\$64,355.20</del><br><del>52,748.80</del> |

| 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 |

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

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

**RESOLUTION NO. 2107-2022**

**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 10 new position titles to the Classifications and Pay Grades; to eliminate four position titles; to revise two position titles; to remove one and add two eligible positions to the automobile allowance list; to eliminate the bonus for the lifeguards; and to adjust the pay range for Ocean Rescue.

**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 4 day of April, 2022.

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Christine Hoffman, MAYOR

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Sheri Gosselin, CITY CLERK

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



Managerial, Professional and Administrative (Nonunion)

Effective October 1, 2019

Amended 04/04/2022

## 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    |
| Technical Support Specialist              | \$3,600.00    |
| Systems Analyst                           | \$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,<br>PROFESSIONAL &<br>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   |
|                                                 | * Internal Auditor                            | 322   |
|                                                 | Legal Assistant                               | 322   |
|                                                 | Office Administrator                          | 314   |
|                                                 | Office Assistant                              | 310   |
|                                                 | * Payroll and Benefits Administrator          | 323   |
|                                                 | * Payroll and Benefits Lead                   | 318   |
|                                                 | Payroll and Benefits Specialist               | 314   |
|                                                 | Recruiter                                     | 315   |
|                                                 | Senior Human Resources Generalist             | 320   |
|                                                 | * Utilities Accountant                        | 318   |
| INFORMATION SERVICES                            | * Application Services Manager                | 327   |
|                                                 | * AS400 Systems Analyst                       | 322   |
|                                                 | * GIS Administrator                           | 323   |
|                                                 | * Network Engineer                            | 323   |
|                                                 | * SCADA Systems Analyst                       | 325   |
|                                                 | * Systems Analyst                             | 322   |
|                                                 | * Systems Engineer                            | 323   |
|                                                 | * Technical Support Specialist                | 322   |
|                                                 | * Technology/Security Services Manager        | 327   |

\*Exempt from overtime under the Fair Labor Standards Act

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

| CLASSIFICATION         | POSITION TITLE                                            | GRADE |
|------------------------|-----------------------------------------------------------|-------|
| 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   |
| 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   |
|                        | * Chief of Parks Development and Maintenance              | 326   |
|                        | Events Coordinator                                        | 314   |
|                        | * Facilities Maintenance Manager                          | 320   |
|                        | Golf Accounting Technician                                | 314   |
|                        | Golf Cart/Range Attendant                                 | 303   |
|                        | Golf Course Assistant General Manager                     | 316   |
|                        | * Golf Course General Manager                             | 322   |
|                        | * Golf Course Superintendent                              | 322   |
|                        | Golf Shop Attendant                                       | 308   |
|                        | Golf Starter                                              | 303   |
|                        | Grounds Maintenance Supervisor                            | 320   |
|                        | Pro Shop Lead                                             | 310   |
|                        | Recreation Leader                                         | 310   |
|                        | Recreation Supervisor                                     | 316   |
|                        | Tennis Court Attendant                                    | 303   |
|                        | * Tennis Facility Manager                                 | 311   |

\*Exempt from overtime under the Fair Labor Standards Act

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

| CLASSIFICATION        | POSITION TITLE                          | GRADE |
|-----------------------|-----------------------------------------|-------|
| PUBLIC SAFETY         | * Fire Marshal                          | 324   |
|                       | Deputy Fire Marshal                     | 321   |
|                       | Police Accreditation Manager            | 315   |
|                       | * Police Commander                      | 327   |
|                       | Police Records Supervisor               | 315   |
|                       | Police Volunteer Coordinator            | 308   |
| PUBLIC SAFETY (CONT.) | Public Safety Communications Supervisor | 319   |
|                       | Ocean Rescue Lifeguard                  | 601   |
|                       | Ocean Rescue Lieutenant                 | 602   |
|                       | Assistant Ocean Rescue Supervisor       | 603   |
|                       | Ocean Rescue Supervisor                 | 604   |
|                       | School Crossing Guard                   | 901   |

\*Exempt from overtime under the Fair Labor Standards Act

**SECTION III**  
**PAY GRADE SCHEDULE**

| <b>GRADE</b> | <b>MINIMUM</b>         | <b>MIDPOINT</b>        | <b>MAXIMUM</b>         |
|--------------|------------------------|------------------------|------------------------|
| 303          | \$10.23<br>\$21,278.40 | \$13.40<br>\$27,872.00 | \$16.57<br>\$34,465.60 |
| 304          | \$10.74<br>\$22,339.20 | \$14.07<br>\$29,265.60 | \$17.40<br>\$36,192.00 |
| 305          | \$11.28<br>\$23,462.40 | \$14.77<br>\$30,721.60 | \$18.27<br>\$38,001.60 |
| 306          | \$11.84<br>\$24,627.20 | \$15.51<br>\$32,260.80 | \$19.18<br>\$39,894.40 |
| 307          | \$12.43<br>\$25,854.40 | \$16.29<br>\$33,883.20 | \$20.14<br>\$41,891.20 |
| 308          | \$13.06<br>\$27,164.80 | \$17.10<br>\$35,568.00 | \$21.15<br>\$43,992.00 |
| 309          | \$13.71<br>\$28,516.80 | \$17.96<br>\$37,356.80 | \$22.21<br>\$46,196.80 |
| 310          | \$14.39<br>\$29,931.20 | \$18.86<br>\$39,228.80 | \$23.32<br>\$48,505.60 |
| 311          | \$15.11<br>\$31,428.80 | \$19.80<br>\$41,184.00 | \$24.49<br>\$50,939.20 |
| 312          | \$15.87<br>\$33,009.60 | \$20.79<br>\$43,243.20 | \$25.71<br>\$53,476.80 |
| 313          | \$16.66<br>\$34,652.80 | \$21.83<br>\$45,406.40 | \$26.99<br>\$56,139.20 |
| 314          | \$17.50<br>\$36,400.00 | \$22.92<br>\$47,673.60 | \$28.34<br>\$58,947.20 |
| 315          | \$18.37<br>\$38,209.60 | \$24.07<br>\$50,065.60 | \$29.76<br>\$61,900.80 |
| 316          | \$19.29<br>\$40,123.20 | \$25.27<br>\$52,561.60 | \$31.25<br>\$65,000.00 |
| 317          | \$20.25<br>\$42,120.00 | \$26.53<br>\$55,182.40 | \$32.81<br>\$68,244.80 |
| 318          | \$21.27<br>\$44,241.60 | \$27.86<br>\$57,948.80 | \$34.45<br>\$71,656.00 |

**SECTION III**  
**PAY GRADE SCHEDULE**

| GRADE | MINIMUM                 | MIDPOINT                | MAXIMUM                 |
|-------|-------------------------|-------------------------|-------------------------|
| 319   | \$22.33<br>\$46,446.40  | \$29.25<br>\$60,840.00  | \$36.18<br>\$75,254.40  |
| 320   | \$23.45<br>\$48,776.00  | \$30.72<br>\$63,897.60  | \$37.98<br>\$78,998.40  |
| 321   | \$24.62<br>\$51,209.60  | \$32.25<br>\$67,080.00  | \$39.88<br>\$82,950.40  |
| 322   | \$25.85<br>\$53,768.00  | \$33.86<br>\$70,428.80  | \$41.88<br>\$87,110.40  |
| 323   | \$27.14<br>\$56,451.20  | \$35.56<br>\$73,964.80  | \$43.97<br>\$91,457.60  |
| 324   | \$28.50<br>\$59,280.00  | \$37.34<br>\$77,667.20  | \$46.17<br>\$96,033.60  |
| 325   | \$29.93<br>\$62,254.40  | \$39.20<br>\$81,536.00  | \$48.48<br>\$100,838.40 |
| 326   | \$31.42<br>\$65,353.60  | \$41.16<br>\$85,612.80  | \$50.90<br>\$105,872.00 |
| 327   | \$32.99<br>\$68,619.20  | \$43.22<br>\$89,897.60  | \$53.45<br>\$111,176.00 |
| 328   | \$34.64<br>\$72,051.20  | \$45.38<br>\$94,390.40  | \$56.12<br>\$116,729.60 |
| 329   | \$36.37<br>\$75,649.60  | \$47.65<br>\$99,112.00  | \$58.93<br>\$122,574.40 |
| 330   | \$38.19<br>\$79,435.20  | \$50.03<br>\$104,062.40 | \$61.87<br>\$128,689.60 |
| 331   | \$40.10<br>\$83,408.00  | \$52.53<br>\$109,262.40 | \$64.97<br>\$135,137.60 |
| 332   | \$42.11<br>\$87,588.80  | \$55.16<br>\$114,732.80 | \$68.21<br>\$141,876.80 |
| 333   | \$44.21<br>\$91,956.80  | \$57.92<br>\$120,473.60 | \$71.63<br>\$148,990.40 |
| 334   | \$46.42<br>\$96,553.60  | \$60.82<br>\$126,505.60 | \$75.21<br>\$156,436.80 |
| 335   | \$48.75<br>\$101,400.00 | \$63.86<br>\$132,828.80 | \$78.97<br>\$164,257.60 |

**SECTION III  
PAY GRADE SCHEDULE**

| OCEAN RESCUE – PART TIME                                                                                                                                                                                                                                              | 600-LIFEGUARD | 601 RESCUE SWIMMER/EMT |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------------------|
| Year 1                                                                                                                                                                                                                                                                | \$14.40       | \$17.00                |
| Year 2                                                                                                                                                                                                                                                                | \$14.83       | \$17.51                |
| Year 3                                                                                                                                                                                                                                                                | \$15.27       | \$18.04                |
| Year 4                                                                                                                                                                                                                                                                | \$15.73       | \$18.58                |
| Year 5                                                                                                                                                                                                                                                                | \$16.20       | \$19.14                |
| a. Annual hourly rate is based on total years of service with Jacksonville Beach Ocean Rescue.<br>b. Increase in years 2-5 requires a minimum of 300 hours worked in the previous year.<br>c. Rescue Swimmer/EMT requires Emergency Medical Technician Certification. |               |                        |

| OCEAN RESCUE – PART TIME | 602-LIEUTENANT |                                                                                                                                                                         |
|--------------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Year 1                   | \$19.56        | a. Annual hourly rate is based on years of service in the Lieutenant position.<br>b. Increase in years 2-5 requires a minimum of 300 hours worked in the previous year. |
| Year 2                   | \$20.15        |                                                                                                                                                                         |
| Year 3                   | \$20.75        |                                                                                                                                                                         |
| Year 4                   | \$21.37        |                                                                                                                                                                         |
| Year 5                   | \$22.01        |                                                                                                                                                                         |

| OCEAN RESCUE – FULL TIME |                                   | MINIMUM                | MIDPOINT               | MAXIMUM                |
|--------------------------|-----------------------------------|------------------------|------------------------|------------------------|
| 603                      | Lieutenant                        | \$19.56<br>\$40,684.80 | \$23.85<br>\$49,608.00 | \$28.14<br>\$58,531.20 |
| 604                      | Assistant Ocean Rescue Supervisor | \$20.48<br>\$42,598.40 | \$24.97<br>\$51,937.60 | \$29.46<br>\$61,276.80 |
| 605                      | Ocean Rescue Supervisor           | \$21.51<br>\$44,740.80 | \$26.23<br>\$54,558.40 | \$30.94<br>\$64,355.20 |

| 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 |



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| CITY COUNCIL AGENDA ITEM |                                                                           |
|--------------------------|---------------------------------------------------------------------------|
| TO:                      | Michael J. Staffopoulos, City Manager                                     |
| FROM:                    | Sandra R. Robinson, City Attorney                                         |
| DATE:                    | 03/16/2022                                                                |
| SUBJECT:                 | Ordinance No. 2022-8173 Amending Ordinance No. 2020-8157 (Second Reading) |

#### 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. On December 20, 2021, the City Council approved Ordinance No. 2021-8169 which amended Ordinance No. 2020-8157 and extended the temporary moratorium for four months from the original effective date (until April 21, 2022).

At the City Council Briefing on February 28, 2022, the City Attorney provided the City Council with options to assist in the discussion and/or decision as to whether and/or how a commercial shared mobility program could be implemented in the City. At that time, it was the consensus of the City Council that extending the temporary moratorium once more is necessary to provide the City Council with ample opportunity to evaluate the options provided at the Briefing.

Ordinance No. 2022-8173 amends Ordinance No. 2020-8157 by extending the moratorium an additional 16 months from the original effective date (until April 21, 2023) and was approved by the City Council at its first reading on March 21, 2022 without amendments.

#### FINANCIAL IMPACT

None.

#### REQUESTED ACTION

Adopt/Deny Ordinance No. 2022-8173 Amending Ordinance No. 2020-8157 on the second reading

#### ATTACHMENTS

1. Ordinance No. 2022-8173

Introduced by: \_\_\_\_\_  
First Reading: \_\_\_\_\_  
Second Reading: \_\_\_\_\_

**ORDINANCE NO. 2022-8173**

**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 16 MONTHS FROM THE ORIGINAL EFFECTIVE DATE.**

**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**, on December 20, 2021, the City Council approved Ordinance No. 2021-8169 which amended Ordinance No. 2020-8157 and extended the temporary moratorium for four months from the original effective date (until April 21, 2022); and

**WHEREAS**, on February 28, 2022, the City Attorney provided the City Council with options to assist in the discussion and/or decision as to whether and/or how a commercial shared mobility program could be implemented in the City; and

**WHEREAS**, it is the consensus of the City Council that extending the temporary moratorium once more is necessary to provide the City Council with ample opportunity to evaluate the options of 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 follows<sup>1</sup>:

**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 ~~12~~ 28 months from its effective date (until April 21, 2023) 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., 2022.**

\_\_\_\_\_  
Christine H. Hoffman, Mayor

\_\_\_\_\_  
Sheri Gosselin, City Clerk

Approved as to form and legal sufficiency:

\_\_\_\_\_  
Sandra R. Robinson, City Attorney

<sup>1</sup> ~~Strikethrough~~ text indicates deletions, underline text indicates additions.



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| CITY COUNCIL AGENDA ITEM |                                                                                                             |
|--------------------------|-------------------------------------------------------------------------------------------------------------|
| TO:                      | Michael J. Staffopoulos, City Manager                                                                       |
| FROM:                    | Heather Ireland, Director Planning and Development Department                                               |
| DATE:                    | 03/16/2022                                                                                                  |
| SUBJECT:                 | Ordinance No 2022-8175 Adopting a Property Rights Element into the 2030 Comprehensive Plan (Second Reading) |

### **BACKGROUND**

During the 2021 legislative session, the Florida Legislature adopted House Bill 59, which was signed into law by the Governor and became effective on July 1, 2021. House Bill 59 requires all local governments to adopt a Property Rights Element into their existing Comprehensive Plans. The proposed new element has one new Goal, one new Objective, and one new Policy, in compliance with Florida Statutes.

The required Property Rights Element serves to ensure that private property rights are considered in local decision making by governmental entities. A local government was provided the option to adopt the statement of rights provided in House Bill 59.

The proposed new Property Rights Element addition to the 2030 Comprehensive Plan shall read as follows:

#### **Goal PR 1.**

The City will respect judicially acknowledged and constitutionally protected private property rights, in accordance with the legislative intent of the Community Planning Act established in Chapter 163, Florida Statutes.

#### **Objective PR 1.1**

The City will ensure that private property rights are considered in local decision making.

#### **Policy PR 1.1.1**

The following private property rights shall be considered in local decision making:

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift.

Pursuant to House Bill 59, each local government must adopt a Property Rights Element into its



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Comprehensive Plan by the earlier of the date of the adoption of its next proposed plan amendment that is initiated after July 1, 2021, or the date of the next scheduled evaluation and appraisal of its Comprehensive Plan. Jacksonville Beach is not due for a scheduled evaluation and appraisal. However, staff has received a private application for amendment to the Comprehensive Plan, which has triggered the requirement for the transmittal and adoption of a new Property Rights Element.

The Department of Economic Opportunity (DEO) has notified all local governments that any proposed comprehensive plan amendment packages submitted after July 1, 2021, will be returned to the local government if the package does not include a property rights element, or if the comprehensive plan does not already include the required property rights element.

The Planning Commission considered staff's application for an amendment to the adopted 2030 Comprehensive Plan to add the required Property Rights Element at their regular public meeting held on December 13, 2021. The Planning Commission unanimously voted to recommend approval by City Council to transmit the proposed Comprehensive Plan amendment to the State for review. The City Council voted unanimously to transmit the proposed amendment to the State for Expedited State Review on January 18, 2021. The State has completed their review and has no comments on the proposed amendment. No other State reviewing agencies had any comments. Pursuant to State Statute, the City has 180 days to hold a public hearing to adopt the amendment to the Comprehensive Plan.

Ordinance No 2022-8175 was approved by the City Council at its first reading on March 21, 2022 without amendments.

#### FINANCIAL IMPACT

None.

#### REQUESTED ACTION

Adopt/Deny Ordinance No. 2022-8175 adopting a Property Rights Element into the 2030 Comprehensive Plan on the second reading

#### ATTACHMENTS

1. Ordinance No 2022-8175 Property Rights Element Adoption
2. Florida Department of Economic Opportunity Letter

Introduced by: \_\_\_\_\_  
1st Reading: \_\_\_\_\_  
2nd Reading: \_\_\_\_\_

**ORDINANCE NO. 2022-8175**

**AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA ADOPTING AMENDMENTS TO THE JACKSONVILLE BEACH 2030 COMPREHENSIVE PLAN TO ADOPT A NEW PROPERTY RIGHTS ELEMENT WITH A NEW GOAL, OBJECTIVE AND POLICY TO MEET THE REQUIREMENTS OF SECTION 163.3177(6), FLORIDA STATUTES; PROVIDING DIRECTIONS TO THE PLANNING AND DEVELOPMENT DEPARTMENT, FOR LEGISLATIVE FINDINGS, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Section 163.3167 Florida Statutes, the City of Jacksonville Beach ("City") is required to maintain a comprehensive plan to guide its future development and growth; and

**WHEREAS**, the City Council adopted a Comprehensive Plan for the City on October 15, 1990 by Ordinance No. 7474; and

**WHEREAS**, effective July 1, 2021, the Florida Legislature adopted Florida Statutes, Section 163.3177(6)(i) which requires the City of Jacksonville Beach to include a property rights element within its Comprehensive Plan; and

**WHEREAS**, the City of Jacksonville Beach has the authority to amend its Comprehensive Plan pursuant to Chapter 163, Part II, Florida Statutes; and

**WHEREAS**, the City has initiated an amendment to the 2030 Comprehensive Plan in order to incorporate a Property Rights Element with a required goal, objective, and policy to meet the requirements of Section 163.3177(6)(i), Florida Statutes; and

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

**WHEREAS**, on December 13, 2021, the City Planning Commission, acting as the Local Planning Agency at an advertised public hearing, unanimously recommended transmittal of the proposed amendments in application PC#14-21, to the Florida Department of Economic Opportunity (DEO); and

**WHEREAS**, on January 18, 2022, the City Council adopted Resolution No. 2098-2022, tentatively approving the proposed amendment to the 2030 Comprehensive Plan, application PC#14-21, and authorized the transmittal of same for review by the DEO and other State agencies; and

**WHEREAS**, after receiving comments from the reviewing agencies, Section 163.3184(3)(c)1., Florida Statutes, requires a local government to hold a second public hearing on whether to adopt one or more comprehensive plan amendments; and

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

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

**SECTION 1. RECITALS AND LEGISLATIVE FINDINGS.** That the above recitals and legislative findings are ratified, correct, and made a part of this Ordinance.

**SECTION 2. AMENDMENTS TO THE 2030 COMPREHENSIVE PLAN.** That the proposed amendments to the 2030 Comprehensive Plan, as set forth in "Exhibit A" attached to this Ordinance, are hereby approved and adopted.

**SECTION 3. SUBMIT ADOPTION PACKAGE TO DEO.** That the Planning and Development Director is hereby authorized and directed to transmit the adoption package to the DEO.

**SECTION 4. CONFLICTING ORDINANCES.** That all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

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

**SECTION 6. EFFECTIVE DATE.** This amendment shall take effect on the forty-sixth day following its adoption, in accordance with the law.

**AUTHENTICATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.**

\_\_\_\_\_  
Christine H. Hoffman, Mayor

\_\_\_\_\_  
Sheri Gosselin, City Clerk

Approved as to form and legal sufficiency:

\_\_\_\_\_  
Sandra R. Robinson, City Attorney

**City of Jacksonville Beach  
Comprehensive Plan Amendment  
Responding to House Bill 59  
Property Rights Element Requirements  
(s. 163.3177(6), Florida Statutes)**

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**PROPERTY RIGHTS ELEMENT  
GOALS, OBJECTIVES, AND POLICIES**

**Goal PR 1.**

The City will respect judicially acknowledged and constitutionally protected private property rights, in accordance with the legislative intent of the Community Planning Act established in Chapter 163, Florida Statutes.

**Objective PR 1.1**

The City will ensure that private property rights are considered in local decision making.

**Policy PR 1.1.1**

The following private property rights shall be considered in local decision making.

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift.

**Ron DeSantis**  
GOVERNOR



**Dane Eagle**  
SECRETARY

January 26, 2022

The Honorable Christine Hoffman  
Mayor, City of Jacksonville Beach  
11 North Third Street  
Jacksonville Beach, Florida 32250

Dear Mayor Hoffman:

The Department of Economic Opportunity ("Department") has reviewed the proposed comprehensive plan amendment for the City of Jacksonville Beach (Amendment No. 22-01ESR) received on January 19, 2022. The review was completed under the expedited state review process. We have no comment on the proposed amendment.

The City should act by choosing to adopt, adopt with changes, or not adopt the proposed amendment. For your assistance, we have enclosed the procedures for adoption and transmittal of the comprehensive plan amendment. In addition, the City is reminded that:

- Section 163.3184(3)(b), F.S., authorizes other reviewing agencies to provide comments directly to the City. **If the City receives reviewing agency comments and they are not resolved, these comments could form the basis for a challenge to the amendment after adoption.**
- **The second public hearing**, which shall be a hearing on whether to adopt one or more comprehensive plan amendments, **must be held within 180 days** of your receipt of agency comments or the amendment shall be **deemed withdrawn** unless extended by agreement with notice to the Department and any affected party that provided comment on the amendment pursuant to Section 163.3184(3)(c)1., F.S.
- **The adopted amendment must be rendered to the Department.** Under Section 163.3184(3)(c)2. and 4., F.S., the **amendment effective date** is 31 days after the Department notifies the City that the amendment package is complete or, if challenged, until it is found to be in compliance by the Department or the Administration Commission.

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399  
(850) 245.7105 | [www.FloridaJobs.org](http://www.FloridaJobs.org) | [www.Twitter.com/FLDEO](https://twitter.com/FLDEO) | [www.Facebook.com/FLDEO](https://www.Facebook.com/FLDEO)

An equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TTD equipment via the Florida Relay Service at 711.

If you have any questions concerning this review, please contact Benjamin Naselius, Planning Analyst, by telephone at (850) 717-8421 or by email at Benjamin.Naselius@deo.myflorida.com.

Sincerely,

A handwritten signature in cursive script that reads "Barbara Powell". The signature is written in dark ink and is positioned above the printed name and title.

Barbara Powell, Regional Planning Administrator  
Bureau of Community Planning and Growth

BP/bn

Enclosure(s): Procedures for Adoption

cc: Heather Ireland, AICP, Planning and Development Director, City of Jacksonville Beach  
Margo Moehring, Director of Policy & Planning, Northeast Florida Regional Council



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| CITY COUNCIL AGENDA ITEM |                                                                        |
|--------------------------|------------------------------------------------------------------------|
| TO:                      | Michael J. Staffopoulos, City Manager                                  |
| FROM:                    | Christian Popoli, Senior Planner, Department of Planning & Development |
| DATE:                    | 03/14/2022                                                             |
| SUBJECT:                 | Ordinance No. 2022-8176 Redistricting (First Reading)                  |

#### BACKGROUND

At the City Council Briefing held on February 28, 2022, three redistricting options were presented to the City Council based on the 2020 Census Redistricting Data. The first proposal kept the current council districts as-is with no changes. The second proposal changed the boundaries between the existing districts to straighten them using best practices. The third proposal attempted to mirror the existing districts, but uses the Block Group Data in line with best practices.

The population distribution for Proposal 1 is provided in the table below:

| Proposed District | Total Population | % of Total Population |
|-------------------|------------------|-----------------------|
| District 3        | 7,684            | 32%                   |
| District 1        | 7,816            | 33%                   |
| District 2        | 8,330            | 34%                   |

The population distribution for Proposal 2 is provided in the table below:

| Proposed District | Total Population | % of Total Population |
|-------------------|------------------|-----------------------|
| District 3        | 9,137            | 38%                   |
| District 1        | 8,400            | 35%                   |
| District 2        | 6,293            | 26%                   |

The population distribution for Proposal 3 is provided in the table below:

| Proposed District | Total Population | % of Total Population |
|-------------------|------------------|-----------------------|
| District 3        | 8,391            | 35%                   |
| District 1        | 7,703            | 32%                   |
| District 2        | 7,736            | 32%                   |



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After discussion of the three proposals, the preference of the Council was to proceed with Proposal 1 as the primary selection and Proposal 3 as the secondary selection. Attached are two options for Ordinance No. 2022-8176. The first incorporates Proposal 1 keeping the districts as-is; the second incorporates Proposal 3 changing the boundaries using Block Group Data in line with best practices.

#### FINANCIAL IMPACT

None.

#### REQUESTED ACTION

Approve/Disapprove Ordinance No. 2022-8176 adopting the boundaries of three City Council Districts pursuant to the 2020 federal census on the first reading and schedule a second reading for April 18, 2022

#### ATTACHMENTS

1. Ordinance No. 2022-8176 Redistricting - Proposal 1
2. Proposal 1 Map
3. Ordinance No. 2022-8176 Redistricting - Proposal 3
4. Proposal 3 Map

Introduced by: \_\_\_\_\_  
1st Reading: \_\_\_\_\_  
2nd Reading: \_\_\_\_\_

**ORDINANCE NO. 2022-8176**

**AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, PERTAINING TO ELECTIONS IN JACKSONVILLE BEACH, FLORIDA; REVISING THE BOUNDARIES OF THREE CITY COUNCIL DISTRICTS PURSUANT TO THE 2020 FEDERAL CENSUS; PROVIDING FOR LEGISLATIVE FINDINGS, REPEAL OF ORDINANCE NO. 2011-8013 AND OF OTHER CONFLICTING ORDINANCES, DESCRIPTION OF THE PLAN TO BE ENTERED UPON THE MINUTES, SCRIVENER'S ERRORS, SEVERABILITY, EFFECTIVE DATES, AND APPLICABILITY.**

**WHEREAS**, the City of Jacksonville Beach, Florida ("City") has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida, Section 166.031(3) of the Florida Statutes, and Section 3, Chapter I, Charter of Jacksonville Beach, Florida ("City Charter"); and

**WHEREAS**, the City Charter requires the City Council to adopt an ordinance reapportioning its voting district every 10 years based upon changes in the most recent Florida and U.S. Census so that each district is contiguous in territory and nearly equal in population as practicable so as to promote fair representation; and

**WHEREAS**, it is the intent of this Ordinance to comply with these aforesaid requirements, as well as those set forth pursuant to federal jurisprudence.

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

**SECTION 1. Findings of Fact.** The City Council hereby adopts the following Findings of Fact:

A. Chapter I, Section 3 of the Jacksonville Beach City Charter requires that the Jacksonville Beach City Council ("City Council") divide the City into districts of contiguous territory as nearly equal in population as practicable after each decennial census. Such decennial redistricting is also required pursuant to federal jurisprudence, specifically the "one person, one vote" principle derived by the U.S. Supreme Court from the Fourteenth Amendment.

B. The City Council carefully reviewed and evaluated the data provided by the U.S. Census Bureau, considered input provided by members of the public as well as input provided by members of the City Council in their capacity as the elected representatives of their pre-existing City Council Districts, and adhered to all applicable legal criteria, including federal equal population law, federal anti-discrimination law, the Voting Rights Act, and state and local contiguity requirements prior to the enactment of this Ordinance.

C. The City Council determined, in its sole discretion and authority, that the district lines as hereby adopted preserve districts of contiguous territory and nearly equal apportionment of the population as practicable while strictly comporting with applicable federal, state, and local law pertaining to redistricting.

**SECTION 2. Redistricting.** Chapter III, Section 19, Appendix "A", of the Charter of the City of Jacksonville Beach, Florida is hereby amended by deleting the existing section in its entirety and replacing it with the following:

### **Appendix "A"**

#### **City of Jacksonville Beach Voting Districts**

##### **District 1**

Commencing at the intersection of the easterly projection of the centerline of Beach Boulevard (U.S. Highway 90) with the low tide line of the Atlantic Ocean; thence south along the low tide line of the Atlantic Ocean to its intersection with the easterly projection of the centerline of 13<sup>th</sup> Avenue South; thence west along the centerline of 13<sup>th</sup> Avenue South to its intersection with the centerline of South 1<sup>st</sup> Street; thence south along the centerline of South 1<sup>st</sup> Street to its intersection with the centerline of 14<sup>th</sup> Avenue South; thence west along the centerline of 14<sup>th</sup> Avenue South to its intersection with the centerline of South 2<sup>nd</sup> Street; thence south along the centerline of South 2<sup>nd</sup> Street to its intersection with the centerline of 15<sup>th</sup> Avenue South; thence west along the centerline of 15<sup>th</sup> Avenue South to its intersection with the centerline of South 9<sup>th</sup> Street; thence south along the centerline of South 9<sup>th</sup> Street to its intersection with the centerline of 16<sup>th</sup> Avenue South; thence west along the centerline of 16<sup>th</sup> Avenue South to its intersection with the centerline of Roberts Drive; thence south along the centerline of Roberts Drive to its intersection with the centerline of Seabreeze Avenue; thence west along the centerline of Seabreeze Avenue to its intersection with the centerline of America Avenue; thence south along the centerline of America Avenue to its intersection with the centerline of Osceola Avenue; thence west along the centerline of Osceola Avenue to its intersection with the centerline of the Constitution Cove-Sanctuary drainage ditch; thence north along the centerline of the Constitution Cove-Sanctuary drainage ditch to its intersection with the easterly projection of the southern boundary of the Oakbreeze Cove subdivision; thence west along the easterly projection of the southern boundary of the Oakbreeze Cove subdivision and the westerly projection of the southern boundary of the Oakbreeze Cove subdivision to its intersection with the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)); thence north along the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)) to its intersection with the centerline of Beach Boulevard (U.S. Highway 90); thence east along the centerline of Beach Boulevard (U.S. Highway 90) to its intersection with the centerline of Penman Road; thence north along the centerline of Penman Road to its intersection with the centerline of 2<sup>nd</sup> Avenue North; thence east along the centerline of 2<sup>nd</sup> Avenue North to its intersection with the centerline of Palm Tree Road, thence north along the centerline of Palm Tree Road to its intersection with the centerline of 5<sup>th</sup> Avenue North; thence east along the centerline of 5<sup>th</sup> Avenue North to its intersection with the centerline of North 11<sup>th</sup> Street; thence north along the centerline of North 11<sup>th</sup> Street to its intersection with the centerline of 6<sup>th</sup> Avenue North; thence east along the centerline of 6<sup>th</sup> Avenue North and the centerline of 6<sup>th</sup> Avenue North extended to its intersection with the point of beginning at the low tide line of the Atlantic Ocean.

## **District 2**

Commencing at the intersection of the easterly projection of the centerline of 13<sup>th</sup> Avenue South with the low tide line of the Atlantic Ocean; thence south along the low tide line of the Atlantic Ocean to its intersection with the Duval County-St. Johns County boundary line; thence west along the Duval County-St. Johns County boundary line to its intersection with the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)); thence north along the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)) to its intersection with the western projection of the southern boundary of the Oakbreeze Cove subdivision; thence east along the western projection of the southern boundary of the Oakbreeze Cove subdivision and continuing along the southern boundary of the Oakbreeze Cove subdivision to its intersection with the centerline of the Constitution Cove-Sanctuary drainage ditch; thence south along the centerline of the Constitution Cove-Sanctuary drainage ditch to its intersection with the centerline of Osceola Avenue; thence east along the centerline of Osceola Avenue to its intersection with the centerline of American Avenue; thence north along the centerline of American Avenue to its intersection with the centerline of Seabreeze Avenue; thence east along the centerline of Seabreeze Avenue to its intersection with the centerline of Roberts Drive; thence north along the centerline of Roberts Drive to its intersection with the centerline of 16<sup>th</sup> Avenue South; thence east along the centerline of 16<sup>th</sup> Avenue South to its intersection with the centerline of South 9<sup>th</sup> Street; thence north along the centerline of South 9<sup>th</sup> Street to its intersection with the centerline of 15<sup>th</sup> Avenue South; thence east along the centerline of 15<sup>th</sup> Avenue South to its intersection with the centerline of South 2<sup>nd</sup> Street; thence north along the centerline of South 2<sup>nd</sup> Street to its intersection with the centerline of 14<sup>th</sup> Avenue South; thence east along the centerline of 14<sup>th</sup> Avenue South to its intersection with the centerline of South 1<sup>st</sup> Street; thence north along the centerline of South 1<sup>st</sup> Street to its intersection with the centerline of 13<sup>th</sup> Avenue South; thence east along the centerline of 13<sup>th</sup> Avenue South and the easterly projection of the centerline of 13<sup>th</sup> Avenue South.

## **District 3**

Commencing at the intersection of the City of Jacksonville Beach-City of Neptune Beach boundary line with the low tide line of the Atlantic Ocean; thence south along the low tide line of the Atlantic Ocean to its intersection with the easterly projection of the centerline of 6<sup>th</sup> Avenue North; thence west along the centerline of 6<sup>th</sup> Avenue North to its intersection with the centerline of North 11<sup>th</sup> Street; thence south along the centerline of North 11<sup>th</sup> Street to its intersection with the centerline of 5<sup>th</sup> Avenue North; thence west along the centerline of 5<sup>th</sup> Avenue North to its intersection with Palm Tree Road; thence south along the centerline of Palm Tree Road to its intersection with the centerline of 2<sup>nd</sup> Avenue North; thence along the centerline of 2<sup>nd</sup> Avenue North to its intersection with the centerline of Penman Road; thence south along the centerline of Penman Road to its intersection with the centerline of Beach Boulevard (U.S. Highway 90); thence west along the centerline of Beach Boulevard (U.S. Highway 90) to its intersection with the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)); thence north along the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)) to its intersection with the City of Jacksonville Beach-City of Neptune Beach boundary line; thence east along the City of Jacksonville Beach-City of Neptune Beach boundary line to the point of beginning.

**SECTION 3. Repeal of Conflicting Ordinances.** All ordinances, official determinations, or parts thereof previously adopted or entered by the City or any of its officials and in conflict with this Ordinance are repealed to the extent of conflict or inconsistency herewith, specifically including City Ordinance No. 2011-8013.

**SECTION 4. Publication and Minutes.** The City Council hereby directs the City Clerk to publish the adoption of the reapportioned boundaries of the Jacksonville Beach City Council districts, and to cause an accurate description of said boundaries, as changed, to be entered upon the City Council's minutes and a certified copy thereof to be published at least once each week for two consecutive weeks in a newspaper published in the City with proof of such publication entered upon the City minutes.

**SECTION 5. Codification.** The City Clerk and City Attorney shall cause the Charter of the City of Jacksonville Beach, Florida, to be amended as provided by this ordinance and may renumber, re-letter, and rearrange the codified parts of this ordinance if necessary to facilitate the findings of law.

**SECTION 6. Scrivener's Errors.** The City Attorney may correct scrivener's errors found in this ordinance by filing a corrected copy of this ordinance with the City Clerk.

**SECTION 7. Severability.** It is hereby declared to be the intention of the City Council for the City of Jacksonville Beach that the sections, paragraphs, sentences, clauses, and phrases of this Code are severable. If any phrase, clause, sentence, paragraph, or section of this Code shall be declared to be unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Code.

**SECTION 8. Effective Dates and Applicability.** All sections of this Ordinance shall take effect immediately upon final adoption. The revised boundaries shall govern the qualification and election of the City Council Members in 2022.

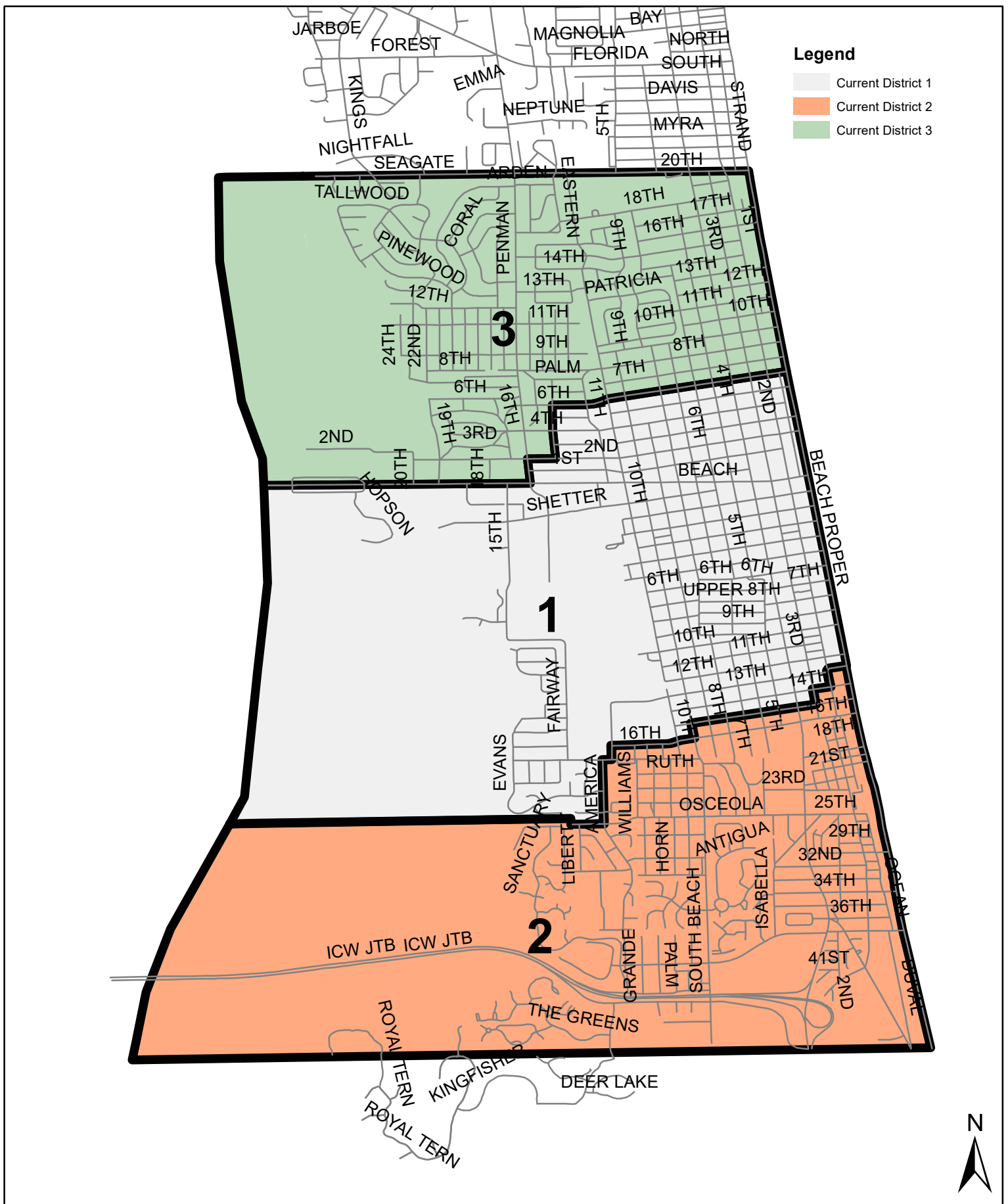
**AUTHENTICATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 2022.**

\_\_\_\_\_  
Christine H. Hoffman, Mayor

\_\_\_\_\_  
Sheri Gosselin, City Clerk

Approved as to form and legal sufficiency:

\_\_\_\_\_  
Sandra R. Robinson, City Attorney



Planning and Development

## Proposed Council Districts Option 1

0 1,500 3,000 6,000 Feet

Information contained on these maps is a representation only. As such, the City of Jacksonville Beach provides no warranties concerning the accuracy of this data for any other particular use. The City of Jacksonville Beach assumes no liability whatsoever associated with the use of such data.

Introduced by: \_\_\_\_\_  
1st Reading: \_\_\_\_\_  
2nd Reading: \_\_\_\_\_

**ORDINANCE NO. 2022-8176**

**AN ORDINANCE OF THE CITY OF JACKSONVILLE BEACH, FLORIDA, PERTAINING TO ELECTIONS IN JACKSONVILLE BEACH, FLORIDA; REVISING THE BOUNDARIES OF THREE CITY COUNCIL DISTRICTS PURSUANT TO THE 2020 FEDERAL CENSUS; PROVIDING FOR LEGISLATIVE FINDINGS, REPEAL OF ORDINANCE NO. 2011-8013 AND OF OTHER CONFLICTING ORDINANCES, DESCRIPTION OF THE PLAN TO BE ENTERED UPON THE MINUTES, SCRIVENER'S ERRORS, SEVERABILITY, EFFECTIVE DATES, AND APPLICABILITY.**

**WHEREAS**, the City of Jacksonville Beach, Florida ("City"), has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida, Section 166.031(3) of the Florida Statutes, and Section 3, Chapter I, Charter of Jacksonville Beach, Florida ("City Charter"); and

**WHEREAS**, the City Charter requires the City Council to adopt an ordinance reapportioning its voting district every 10 years based upon changes in the most recent Florida and U.S. Census so that each district is contiguous in territory and nearly equal in population as practicable so as to promote fair representation; and

**WHEREAS**, it is the intent of this Ordinance to comply with these aforesaid requirements, as well as those set forth pursuant to federal jurisprudence.

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

**SECTION 1. Findings of Fact.** The City Council hereby adopts the following Findings of Fact:

A. Chapter I, Section 3 of the Jacksonville Beach City Charter requires that the Jacksonville Beach City Council ("City Council") divide the City into districts of contiguous territory as nearly equal in population as practicable after each decennial census. Such decennial redistricting is also required pursuant to federal jurisprudence, specifically the "one person, one vote" principle derived by the U.S. Supreme Court from the Fourteenth Amendment.

B. The City Council carefully reviewed and evaluated the data provided by the U.S. Census Bureau, considered input provided by members of the public as well as input provided by members of the City Council in their capacity as the elected representatives of their pre-existing City Council Districts, and adhered to all applicable legal criteria, including federal equal population law, federal anti-discrimination law, the Voting Rights Act, and state and local contiguity requirements prior to the enactment of this Ordinance.

C. The City Council determined, in its sole discretion and authority, that the district lines as hereby adopted preserve districts of contiguous territory and nearly equal apportionment of the population as practicable while strictly comporting with applicable federal, state, and local law pertaining to redistricting.

**SECTION 2. Redistricting.** Chapter III, Section 19, Appendix "A", of the Charter of the City of Jacksonville Beach, Florida is hereby amended by deleting the existing section in its entirety and replacing it with the following:

### **Appendix "A"**

#### **City of Jacksonville Beach Voting Districts**

##### **District 1**

Commencing at the intersection of the easterly projection of the centerline of Beach Boulevard (U.S. Highway 90) with the low tide line of the Atlantic Ocean and the Point of Beginning; thence south along the low tide line of the Atlantic Ocean to its intersection with the easterly projection of the centerline of 16th Avenue South; thence west along the centerline of 16th Avenue South to its intersection with the centerline of 9th Street South; thence south along the centerline of 9th Street South to its intersection with the (easterly extension of the) centerline of Seabreeze Avenue; thence west along the centerline of Seabreeze Avenue to its intersection with the centerline of America Avenue; thence south along the centerline of America Avenue to its intersection with the centerline of Osceola Avenue; thence west along the centerline of Osceola Avenue to its intersection with the centerline of the Constitution Cove-Sanctuary drainage ditch; thence north along the centerline of the Constitution Cove-Sanctuary drainage ditch to its intersection with the easterly projection of the southern boundary of the Oakbreeze Cove subdivision; thence west along the easterly projection of the southern boundary of the Oakbreeze Cove subdivision and the westerly projection of the southern boundary of the Oakbreeze Cove subdivision to its intersection with the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)); thence north along the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)) to its intersection with the centerline of Beach Boulevard (U.S. Highway 90); thence east along the centerline of Beach Boulevard (U.S. Highway 90) to its intersection with the centerline of North 3<sup>rd</sup> Street (State Road A1A); thence north along the centerline of North 3<sup>rd</sup> Street (State Road A1A) to its intersection with the centerline of 10th Avenue North; thence east along the centerline of 10th Avenue North to its intersection with the centerline of 2<sup>nd</sup> Street North, thence north along the centerline of 2<sup>nd</sup> Street North to its intersection with the centerline of 11th Avenue North; thence east along the centerline of 11th Avenue North and the easterly projection of the centerline of 11th Avenue North extended to its intersection with the low tide line of the Atlantic Ocean; thence south along the low tide line of the Atlantic Ocean to its intersection with the easterly projection of the centerline of Beach Boulevard (U.S. Highway 90) being the Point of Beginning.

##### **District 2**

Commencing at the intersection of the easterly projection of the centerline of 16th Avenue South with the low tide line of the Atlantic Ocean and the Point of Beginning; thence south along the low tide line of the Atlantic Ocean to its intersection with the Duval County-St. Johns County boundary line; thence west along the Duval County-St. Johns County boundary line to its intersection with the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)); thence north along the western Jacksonville Beach City Limit

line (the Atlantic Intracoastal Waterway (ICW)) to its intersection with the western projection of the southern boundary of the Oakbreeze Cove subdivision; thence east along the western projection of the southern boundary of the Oakbreeze Cove subdivision and continuing along the southern boundary of the Oakbreeze Cove subdivision to its intersection with the centerline of the Constitution Cove-Sanctuary drainage ditch; thence south along the centerline of the Constitution Cove-Sanctuary drainage ditch to its intersection with the centerline of Osceola Avenue; thence east along the centerline of Osceola Avenue to its intersection with the centerline of American Avenue; thence north along the centerline of America Avenue to its intersection with the centerline of Seabreeze Avenue; thence east along the centerline of Seabreeze Avenue to its intersection with the (easterly extension of the) centerline of 9th Street South; thence north along the centerline of 9th Street South to its intersection with the centerline of 16th Avenue South; thence east along the centerline of 16th Avenue South and the easterly projection of the centerline of 16th Avenue South extended to its intersection with the with the low tide line of the Atlantic Ocean being the Point of Beginning.

### **District 3**

Commencing at the intersection of the City of Jacksonville Beach-City of Neptune Beach boundary line with the low tide line of the Atlantic Ocean and the Point of Beginning; thence south along the low tide line of the Atlantic Ocean to its intersection with the easterly projection of the centerline of 11th Avenue North; thence west along the centerline of 11th Avenue North to its intersection with the centerline of 2nd Street North; thence south along the centerline of 2nd Street North to its intersection with the centerline of 10th Avenue North; thence west along the centerline of 10th Avenue North to its intersection with the centerline of North 3rd Street (State Road A1A); thence south along the centerline of North 3rd Street (State Road A1A) to its intersection with the centerline of Beach Boulevard (U.S. Highway 90); thence west along the centerline of Beach Boulevard (U.S. Highway 90) to its intersection with the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)); thence north along the western Jacksonville Beach City Limit line (the Atlantic Intracoastal Waterway (ICW)) to its intersection with the City of Jacksonville Beach-City of Neptune Beach boundary line; thence east along the City of Jacksonville Beach-City of Neptune Beach boundary line to the intersection of the City of Jacksonville Beach-City of Neptune Beach boundary line with the low tide line of the Atlantic Ocean being the Point of Beginning.

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**AUTHENTICATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 2022.**

\_\_\_\_\_  
Christine H. Hoffman, Mayor

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Sheri Gosselin, City Clerk

Approved as to form and legal sufficiency:

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Sandra R. Robinson, City Attorney

