



City of Jacksonville Beach

11 North Third Street
Jacksonville Beach, Florida

Regular Meeting Agenda

Community Redevelopment Agency

Monday, May 23, 2022

3:00 PM

Council Chambers

MEMORANDUM TO:

Members of the City of Jacksonville Beach Community Redevelopment Agency

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

CALL TO ORDER

ROLL CALL

COURTESY OF THE FLOOR TO VISITORS

DOWNTOWN CAPE

STAFF REPORT

- A. May 2022 Staff Report

OLD BUSINESS

- A. Latham Plaza - Update
- B. Bike Racks and Site Furnishings Implementation
- C. Sidewalk Entrance(s) at South Beach Park

NEW BUSINESS

ITEMS FOR DISCUSSION

- A. Logo Selection

ADJOURNMENT

NOTICE

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office at (904) 247-6299 no later than one business day before the meeting or by sending an e-mail to CityClerk@jaxbchfl.net.

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

Alternatively, written public comment can be submitted in advance and must include the following: (1) First Name, (2) Last Name, (3) Address, (4) Public Hearing Date, (5) Specific Agenda Item(s), and (6) Comments. Written public comments may be submitted by one of the following options: (1) Email to the Agency Administrator at planning@jaxbchfl.net, (2) Postal mail to Community Redevelopment Agency Administrator - Public Comment, 11 3rd Street North, Jacksonville Beach, FL 32250, or (3) Drop off in-person to Planning and Development at City Hall. Written comments that include all required information and are received 24 hours in advance of the meeting will be distributed to the Agency and attached to the related agenda item before the start of the meeting. Written public comments will be read into the record at the appropriate time and will be limited to three minutes of reading time. All comments received are public record.

In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

cc: City Manager; City Attorney



Community Redevelopment Agency, Jacksonville Beach

Staff Report

May 2022 (Updates up to May 13, 2022)

Economic Development Initiatives:

- **CRA Branding/Logo:** the CRA has an opportunity to rebrand itself with an easily comprehended logo and/or statement that captures the essence of the downtown in a way that will stick with the consumer
- **“Quality of Life”:**
 - **Infrastructure Upgrades**
 - **Upgraded Dune Walkovers (Public Beach Access)**
 - **Upgrades to Public Spaces**
 - Latham Plaza
 - P3 Project on Latham Plaza Parking Lot
 - Investments into South Beach Park
 - Investments into Bike Racks and Hardscapes
 - Landscaping Upgrades
 - Public Art Implementation
 - Lighting Upgrades (Safety)
- **Incentive Plans:**
 - Utilizing CRA funds to give existing and potential businesses opportunities for assistance.
- **Market Analysis:**
 - The analysis is intended for the recruitment of an appropriate business/developer for the lot adjacent to Latham Plaza, however, the market analysis will encompass data from the entire district/downtown. This will help staff further determine what type of businesses we need to be seeking.
- **CAPE Program:**
 - Having the police initiative specifically for the downtown district, helps to improve quality of life by improving safety, which will help in attracting businesses.

Parks and Recreation:

- Parks and Recreation staff has talked with the playground contractor and the recommendation regarding safety striping around the swing sets is to replace the green turf with a blue turf to differentiate the space that is walkable, versus space that is in the path of the swing. This amount is approximately \$30,000.00 and is covered in the contingency budget for the playground. No budget amendment will be necessary.
 - Staff asked about doing just a band of a different color around the swing area, however, the way turf is installed, it is safer to replace one large section.
 - Staff also received comments from citizens and visitors using the playground on the safety issue of the swing space being clearly marked, and the spaces at the base of the slides. This cost estimate includes both of those areas being replaced with a different color turf.
- Playground grand opening April 15th. Still awaiting the arrival of the water tower feature. Once this feature arrives, there will be an 'unveiling' ceremony coordinated with the parks and recreation department

THANK YOU to the CRA for the design guidance and funding of this project. Our ribbon cutting was a huge success!!!



- Replace Shower Towers and Drinking Stations
 - Second drinking fountain delivered, but was damaged. Parks waiting on replacement fountain to arrive. All other fountains and shower towers completed.
 - Second drinking fountain will be installed at the completion of the playground.
- Median Plantings on South Beach Parkway and Jacksonville Drive
 - Irrigation issues have been resolved as of January 2022
 - The Parks and Recreation Department will be using a contractor for the median plantings. With various projects going on, it was decided the best way to ensure the medians are done was to contract the work out. The contractor is currently under contract with parks, and will be planting

the medians beginning late summer/fall 2022. This is due to 'seasonal' issues. The current season for landscape contractors is grass season, and many of them will not plant until the fall. The contractor who will be doing the work is Brightview.

- Parks and CRA Staff are currently working on submitting the playground for the 2022 FRA Conference Awards.
- Parks is aware that parking is sometimes scarce in the park. At this time, the Parks department is monitoring the lots to track the peak times for parking issues. After a few weeks of monitoring, staff will review the data provided and look into solutions, if there becomes a need for one. Staff has already discussed a few options for parking solutions if need be.

Public Works Projects:

- Downtown Redevelopment Project- Phase 3B (2nd St. N. from Beach Blvd. to 6th Ave. N) will be designed and constructed at a future date (FY 2024)
- Phase 3C - Downtown Redevelopment Projects 4 & 5 – Design Engineering being completed by GAI. PW Staff met with GAI on Friday May 6 to look at phasing and particular other project inputs. Staff will provide updates to GAI to help determine the next design planning (for Projects 4 and 5) to work towards the 90% for project 4 and 5. The second Public Meeting is being scheduled for June 8th from 5pm-7pm.
- Phase 3C - Storm Drainage Project 3 –Jones Edmunds (with Hanson Engineering) has provided 6 technical memorandums about the Central Basin drainage and the South Basin drainage. These memos comprise ~300 pages of evaluations, data, observations and recommendations. PW has reviewed these technical memo's. A review meeting was held on Monday May 9th with Jones Edmunds/Hanson to review the submitted technical memos. A larger scale refined stormwater master plan design beginning after we provide direction. PW is in the process of updating the CRA CIP to phase the projects to fit into the desired schedule and financial spreadsheet to assure funding is available.
- Southend Stormwater projects – The PW Staff met with Jones Edmunds/Hanson to review the recommendations for the South Basin stormwater on Monday May 9th. These were also part of the ~300 pages of technical memos.
- PW has no additional projects to add to the southend CRA district per the parameters allowed on replacement.
- Phase 3C Project 7 has been submitted for inclusion in the upcoming CIP. This will be the north area of the Downtown Business District from 6th Ave. N to 9th Ave. North, between 3rd Street and beach ends.
- Dune Walkovers – The following are under construction...these are completed pending final walk-thru and punch list.
 - 6th Avenue North*
 - Latham Plaza (Between 1st & Four Points) *
 - 1st Avenue South*
 - 4th Avenue South*
 - 11th Avenue South*
 - 13th Avenue South*(Omitted from previous versions)
 - 16th Avenue South ADA (Outside CRA)
 - 34th Avenue South (Outside CRA)

The next 8 walkovers for construction beginning Nov 2022 are assigned to Four Waters (and ATM) to get designs underway. These include the following:

- 16th Avenue North (Outside CRA) - (Stairs)
- 8th Avenue North – (Non-ADA Ramp)
- Pier Parking Lot (between 4th & 5th Ave North) – (Non-ADA Ramp)
- Seawalk Pavilion (between 2nd & 1st Ave North) - (Non-ADA Ramp)
- 3rd Avenue South – (Stairs)
- 7th Avenue South - (Non-ADA Ramp)
- 10th Avenue South - (Non-ADA Ramp)
- 22nd Avenue South (Outside CRA) - Stairs

There was a briefing topic with City Council on April 25th to discuss dune walkover construction and potential maintenance of sand.

- Beach Outfalls – Four Waters (and ATM) is currently underway designing and DEP permitting. This will allow construction for this project to be completed over two years (or one if contractor can complete it) to be constructed November 2022 and November 2023.
- South Beach Parkway Road Improvements (Phase 3) – Ocean Terrace Drainage Improvements (Jax Drive) – Construction activities have begun. Timeline is 365 days construction.
- Stormwater/Road Improvements (America Ave.-Phase 2 of Jax Drive) – Navigating scope/fee with Hanson Engineering for design.
- Stormwater Outfall Improvements – South Basin outfall ditch clearing project awaiting bid.
- PW was made aware in mid-April of graffiti at the new 1st Avenue South walkover and this condition has been corrected.

Planning Department Projects:

- Dolphin Depot site (across from Margaritaville)
 - Trevato Development Group purchased the site
 - Development currently unnamed, but representatives of the developer stated it will be a “unique mix of hotel and residential project that does not exist in NE Florida”
- Azure Property (former Waterfall Property)
 - Change in ownership
 - Anticipate official building permit within 12 months
 - 24 units total, all ocean view
 - Units starting at \$1.5Million and go up to \$6 million
 - 2,000-6,000 square foot units
 - Renovating existing sales trailer
 - Currently under permit review, should begin vertical construction in the next 60-90 days
 - Of the 24 units planned, only 3 remain for sale.



Azure Property is in permitting phase as of 4/13/2022.

- Southend “big box” empty store
 - Spirit Halloween now closed for season
 - At this time, no permanent tenant
- Marc Angelo Project (downtown)
 - Vertical construction to begin soon, all underground construction completed as of June 2021
 - Restaurants announced coming are:
 - Jekyll Brewing, leasing approximately 6000 sq ft of indoor space and 2000 sq ft of outdoor space
 - Oaxaca Club (Mexican Food)
 - Private event space
 - Build out for Oaxaca Club is in permitting and review, Senior Planner approved, currently under Fire Marshall Review.

- Springhill Suites
 - Construction underway
 - Due to unforeseeable circumstances, project is slightly delayed

- Dick Mondell's
 - Burger restaurant based out of Gainesville, FL going to the former carwash location.
 - Walk-up and drive through service only
 - <https://www.dickmondells.com/> website for more information and menu
 - No anticipated opening date at this time
 - Finally planning for permits going on now, with staff anticipating receiving the permits in 30-60 days
 - Conditional use approval granted for outside seating
 - Development plan currently in approval process, should be ready to submit for building permit soon

- Charley's Cheesesteaks
 - Going into the former Krytal's location
 - <https://www.charleys.com/menu/> website for information and menu
 - No anticipated opening date at this time
 - Currently under renovation now, seeing delays due to supply issues

- Gallery Project
 - RD Rezoning has been filed and in in sufficiency review now for a multiphase redevelopment project.

Staff Updates/FYI:

- FRA Awards 2022 Cycle: Staff is currently working internally to nominate several CRA projects for FRA Awards at the 2022 Annual Conference in Daytona Beach. These project nominations are still **tentative**, but at this time, are as follows:
 - Outstanding Rehabilitation/Renovation: Sunshine Playground/Park Project
 - Creative Partnerships/Programs: Creation and implementation of the Public Arts Advisory Committee
 - Cultural Enhancement: **IF** timing allows, staff would like to nominate the bike racks, hardscapes, and public art plans
 - Cap. Projects/Infrastructure: Staff will be discussing public works projects located in both the Downtown and Southend to determine which, if any, of the projects should be nominated for this category.
 - **Staff has contacted FRA representative to see if CAPE program is eligible for an award category.**
- Maintenance Plan
 - Staff working with PW and Parks to develop an annual maintenance plan. This will include: mulching, tree trimming, planting medians, grassy/landscaped areas, etc. frequency of these jobs, and costs associated
 - Staff met with parks for a quarterly update on the work being done so far, next steps, and anticipated completion dates.
 - Staff creating a spreadsheet of each maintenance item, each month of the year, with the ability to track the 'amount' of work done each month. Can also input links to PDF invoices in the spreadsheet so they will be easily accessed.
 - Maintenance plan 'process' was started in April/may of 2021. Staff wants to work on this plan one calendar year, and be able to fine tune the frequency of the maintenance, and adjust budget accordingly
 - Staff continuing to monitor the maintenance in the downtown by working with the parks department
 - In the next few months, we will be reaching a full year of monitoring maintenance in the downtown and will be able to put together a comprehensive report on maintenance that includes frequency of maintenance activities and costs.
 - Staff, along with Parks staff are finalizing all of the invoices and frequencies of the downtown maintenance. This includes: mulching, tree trimming, trash can maintenance, sidewalk maintenance, paver cleaning, planting, grass maintenance, and more.
- Staff is currently working on an "Action Item" spreadsheet. This spreadsheet will help staff to track projects, which department or person(s) is responsible for project oversight, anticipated completion, etc. This document will become an attachment to the staff report, thus making it easier for board members to have an overview/recap of all CRA projects at a glance.

- Pier Update

- Staff working with DixHite on status of pier entry way and process, more information to come to CRA
- Anticipated completion date of pier summer 2022 (COJ Project)
- DixHite to attend a March workshop, tentatively scheduled for March 16th, to discuss
- Please note: Per an MOU with the City of Jacksonville in 2002, COJ will maintain the costs associated with the pier, but COJB **must** provide a minimum of 100 parking spots for pier use only. That is the intended use for the parking lot located directly in front of the pier.
- DixHite is addressing comments made on the permit from Moffatt & Nichol (engineering firm), and have a set of finalized plans ready end of next week. The civil team with Moffat & Nichol will be reviewing comments with staff, and working to submit the final plans. Once submitted FDEP will respond within 30 days of the submittal date. If approved, they will provide the final permit within 90 days.
 - **PLEASE NOTE:** this is not the first submittal to FDEP. As stated before, DixHite has submitted and DEP had comments that needed addressing. DixHite is working with the engineering firm to implement comments on this resubmittal.
- Public Works received a request from Springhill Suites to take over the section of parking lot currently used by COJ once they vacate the space (anticipated June 2022). Springhill stated they would need the parking lot space until January 31, 2023. Public Works is working with Springhill to allow them to utilize this space. This new parking space will allow them to vacate the empty lot they are currently using as a lay down yard, thus decreasing the amount of large trucks moving materials along that span of 1st Street.

- Downtown Hospitality Meetings

- Mayor Hoffman organized this series of monthly meetings, and gives staff an opportunity to listen to the business community needs, and give updates when appropriate
- No September meeting, meetings expected to occur in Oct or Nov, then be on hold until 2022
- Staff attended the February 22 meeting and gave a brief update on the CRA, and invited attendees to participate in CRA Meetings for more updates, as well as follow our City Facebook page
- No new hospitality meetings scheduled at this time.

- Horn Ct./Sunshine Lots

- Finance finalizing the costs associated with maintenance and upkeep of the lots
- City attorney set to start in October 2021, CFO wants to allow new attorney to write the interlocal agreement between the Jacksonville Beach CRA and City of Jacksonville Beach.
- City attorney is working on the disposition methodology, as well as deed restrictions that will go along with the property once sold
- City attorney is finalizing the interlocal agreement between the CRA and City of Jacksonville Beach
- City attorney will attend February meeting to give recommendation to the board on disposition methods and process

- MOU review/approval set for the March 28th regular CRA meeting. The next step will be taking this item to council
- On the City Council agenda for the April 18th meeting. If approved, staff will begin working with procurement and the legal department to schedule the sale of the property. More update to follow the Council meeting
- Council approve the sale of the properties.
- Staff met internally, and with GovDeals to begin the process of auction. Staff anticipates the auction taking place on May 27th, 2022, and being open for approximately 2-3 weeks. All 6 lots are being auctioned as individual parcels.

- Incentive Plan Update

- Staff has completed the survey, and completed the post cards to be sent to all property owners.
- Post cards sent to business owners' week of 10/18/21, and staff along with board members distributed postcards to business owners/managers in the downtown.
- As of 11/4/2021, received 30 survey results
- Extended deadline through end of November to allow time for more results
- Staff will present final findings of this survey, as well as draft of the incentive package, during the January 2022 meeting
- Staff utilized the data received from survey results to create an item on the January 2022 agenda to review results and next steps
- CRA Board approved staff and the southern group to utilize the data collected to create an incentive package for consideration by the board
- Staff has added line items for the incentive to the proposed budget due to finance by April 25, 2022. Staff anticipates approximately \$500,000.00 for "Beautification Grants" and \$1,250,000.00 for Retail Enhancement Project Grants. If approved, these will be available in FY23.
- Due to other projects, staff is reevaluating the amounts allocated for the budget. Still moving incentive plans forward in FY23.

- Art Master Plan Committee Plans:

- Staff working to implement changes requested by the board to the application/process
- Staff met with legal in January of 2022 to make sure the process and creation of the advisory committee did not violate any state or local legal requirements
- Staff will work with the City Clerk to finalize the application for the committee and get the application out to the public. Staff will then select the best candidates to bring before the CRA for final selection approval
- Resolution 2022-01 for consideration at the February 28, 2022
- Staff will be reviewing applicants after the March 31st deadline, and will bring staff recommendations to the board in April 2022.
- Staff has attached a memo and resolution requesting the approval of 7 (seven) candidates for this committee. This is different than the originally anticipated 5 (five) members. After staff deliberation, we felt it was best suited for the board to have 7 members.

- The Art Committee had its kickoff meeting May 10. Staff outlined some priority locations for the committee to review, as well as some operating procedures and guidelines, all which will be discussed at their first official meeting June 16th, from 3-5PM. Moving forward, all of their meetings will be on the 3rd Thursday of the month, from 3-5PM, in Council Chambers.

- **DixHite Status Update:**

- Wayfinding Signage Plan
 - Staff has requested scope and fees from DH on wayfinding signage plan bidding and construction observation services
 - The final proposal for wayfinding signage will be presented to CRA during Q1 2022
- Bicycle and Hardscapes
 - Staff waiting on final costs for bidding process, as well as construction observation costs
 - As of 3/21/2022, staff has confirmed with the public works department they have all of the necessary documents from DixHite necessary to begin the RFP process. Per PW staff, the documents will go out for bids March 23, 2022. These documents will be up for 30 days.
 - Documents are out for bidding. The bids will be reviewed on April 27th. After the review, there will be a recommendation made for the best candidate. An update will follow.

- **Code Enforcement/Violations**

- Should there be a need to report a code enforcement violation, please follow this link to fill out the form to report the issues to our code enforcement officer:
<https://www.jacksonvillebeach.org/FormCenter/Planning-Development-6/Report-a-Code-Enforcement-Violation-57>
- This link will show the code enforcement page, with examples of typical violations:
<https://www.jacksonvillebeach.org/FormCenter/Planning-Development-6/Report-a-Code-Enforcement-Violation-57>
- If you see an issue and have further questions or concerns, please reach out to Nikki Beavers in the planning department (code enforcement officer). 904-247-6284

- **Irrigation and Planting in the Downtown:**

- The repairs are ongoing, with plans to be complete prior to spring, to allow for time for new planting to occur

- **Landscaping around the Community Center**

- Will occur simultaneously with the sidewalk project at South Beach Park entrance.
- Sidewalk discussion for this project to be held at the February 28, 2022 meeting

- **Budget/CIP: Finance will be bringing these before the CRA at a June workshop. The CIP and Budget will then go to Council in July. Staff will be conducting individual sessions with board members between**

now and June to discuss the CIP/Budget and address any misunderstandings ahead of the meeting.

- Upcoming Events:

- **June 4:** Carver Center Marketplace: 12-2PM, Carver Center. Carver Center in Jax Beach is hosting a marketplace for families to pick up essentials for summertime. If you are willing and able, please consider donating these items for our local families in need. For more information, call the Carver Center at 904-270-1614.
- **June 5:** Jazz Festival: 5—9PM, Latham Plaza/Seawalk Pavilion
Lineup:
5-545PM, Willie Soul
6-7PM, I.A.M.C.A.L.D.W.E.L.L
730-830PM, Phil Robinson & The Vibe
- **June 11:** Beachella: 1230-9PM, Latham Plaza/Seawalk Pavilion
Chillin' at the 'chella says it all! Be a part of history as a VIP at the very first BEACHELLA MUSIC AND ARTS FAIR! Hang out in the 'chella VIP area with other lovers of music. We'll have displays, demos, foods and activities all geared toward the entire family. VIP wristbands give you the enhanced festival experience that includes armchairs, front of stage seating, private port-a-lets, beverage servers, side stage food and beverage (where the musicians are available!) and more.
Performance Schedule:
1:00- Someone's Stranger
2:00- Dakar
3:00- Nevertheless
4:20- BadCameo
5:40- Bruvvy
7:00- Daddy's Beemer
8:40- The Giving Moon
- **June 18:** Jax Beach Arts Market, 10-4PM, Latham Plaza/Seawalk Pavilion
- **June 19:** Move for Change 5K, 530-830PM
- **June 24:** Moonlight Movie, 9-1130PM , Latham Plaza/Seawalk Pavilion (Spider-Man, No Way Home)

To access these events, on the COJB homepage, scroll down to the calendar and underneath click “view all events”. Once selected, you will be on a page where you can select which calendars (events, council, etc) you wish to see. When you click on a date in the calendar, it will bring up information on any events or meetings occurring that day.

Social Media Update:

- The first post outlined what a CRA is, where our districts are, why/how they were created, etc. staff was able to answer questions from citizens and engage with the community

- The second post was a “coming soon” post regarding the bike racks. The engagement from the community was very positive.
 - At this time, all CRA posts have been very well received. Staff is exploring options with the communications manager to expand the CRA presence on social media & web.
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- Lighting Update
 - Staff has met with Beaches Energy to get each other up to speed on the plan. After discussions, it was determined that the lighting styles would not change, since turtle lighting and police input was considered when these lights were chosen. Here are some examples of the types of lighting expected (please note these are examples, NOT the final lights chosen)
 - Beaches Energy will attend May meeting to discuss with the CRA
 - An internal meeting with Beaches Energy occurred on May 10, 2022. Beaches Energy has recognized some of the lighting options and locations as obsolete since the plans are several years old now. Beaches Energy is working with DixHite and the CRA staff to identify starting points, and alternate solutions to lighting that may be obsolete now. Beaches Energy is also working with the building department to be compliant with the newly added turtle lighting ordinance.



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CRA AGENDA ITEM	
TO:	CRA
FROM:	Taylor Mobbs
DATE:	05/12/2022
SUBJECT:	Latham Plaza

BACKGROUND

DixHite was awarded the original contract for the overall "Downtown Action and Implementation Plan - Phase 1" on May 2, 2016 via RFQ 03-1516. This original plan included Downtown Branding and Marketing, Wayfinding Signage, Pier Entry, Public Art, Latham Plaza, Street Furnishing, Lighting, Bike Plans, and public workshops. The CRA chose to make an Amendment to this original contract on October 22, 2018 to add "Phase 2" to include implementation and management. While this original amendment still included Latham Plaza conceptualls, it did not include any design work beyond the original conceptual drawing.

After discussions with procurement and finance, staff feels the best next step to achieve the redesign of Latham Plaza is to issue an RFQ calling for qualified candidates to submit for the revisions to the design, schematic drawings, construction documents, and bid documents for Latham Plaza. This RFQ will include site visits, meetings, and assistance with the bidding process for Latham Plaza.

There is no board approval necessary for the issuance of an RFQ. These documents include standard language from procurement, and the specifics regarding Latham Plaza will be included in section (C.) technical provisions. The candidates will also be provided images of the current plans for Latham Plaza, including comments made by the CRA board regarding minor changes discussed at the CRA workshop on March 21, 2022. Staff will have a selection committee made up of various staff who will review the submittals, and bring the highest rated firm(s) to the CRA board for final approval. Once the CRA has approved the selected firm, staff will take the selection to Council.

The staff collectively agrees this is the most direct way to achieve the results the CRA, Council, and community want to see regarding Latham Plaza.

Please see the attached document from the March 21, 2022 Workshop of the list of ideas and changes to the concept the board created. Keep in mind, we are able to utilize the current design plan, and have the firm selected make minor modifications based off of the boards comments without seeing any major delays.

FINANCIAL IMPACT

To Be Determined. No immediate impact at this time.

REQUESTED ACTION



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

Staff recommends the board allow staff to issue the RFQ for the revisions to the existing Latham Plaza Design, Schematic Drawings, Construction Documents, and Bid Documents. This will allow staff to keep this Economic Development Priority set by Council moving forward. Staff will work with the selection committee to determine the most qualified candidate(s) and bring the highest qualified back to the CRA for approval and award of contract.

ATTACHMENTS

1. Latham Plaza Comments-3.21.22 board meeting
2. RFQ Language

Latham Plaza Comments:

- Consider one wide/large sidewalk rather than two smaller ones
 - o Potentially widen the smaller ones on current plan to 10-12ft. instead of 6-8 ft.
- Additional shade area near splash pad
- Seating near splash pad
- Explore sustainability
 - o DixHite to send a list of some sustainability items
- Lighting
 - o Lighting needs to be a unique experience
 - o Also keep safety in mind with lighting
- Terraced Seating
 - o How can seating flow/be continuous, without encouraging loitering in the space overnight
- No roadway along south edge of the park, promenade that ties the P3 space to the park
- Want the concept to be something that 'bleeds over' from all edges, so people feel easily drawn to the park
- Overall Safety
 - o Want the area to feel safe. Achieve this with lighting, & interactive spaces that encourage people in the park
- Maintain the large open spaces for festivals, events, etc.
- Different type of seating (ex: toadstool seating, incorporate seats chosen in hardscapes plan maybe?)
- Revised conceptual design should take the potential project in the adjacent parking lot into consideration, and how the two would 'blend together'
- Consider a concept for making 1st Ave N, from 1st ST to 2nd ST as a pedestrian way with possible outdoor seating

(1) Latham Plaza Schematic Design and Construction
Document Plans and (2) Miscellaneous Project
Specific Task Orders Related to the Overall Design
and Construction of Latham Plaza

**ATTACHMENT A.
SCOPE OF SERVICES**

The City of Jacksonville Beach is seeking proposals from consulting firms or consultant teams to develop a schematic design and construction document set for Latham Plaza.

Consultants or consultant teams with expertise and the capability of carrying out projects in the areas of city planning, urban design, architecture, landscape architecture, wayfinding and sign design, and public art will be considered. Preference will be given to teams with experience and/or extensive knowledge of Latham Plaza. The selected consultant or consultant team will be solely responsible for completing the schematic design documents and construction documents for Latham Plaza. The City will, however, consider proposals that contemplate the use of specialized subconsultants for any of the individual task orders.

Latham Plaza

Latham Plaza was highlighted in the 2015 *Downtown Action Plan* as a key component of redevelopment in the downtown Jacksonville Beach Community Redevelopment Agency district. Latham Plaza is the City owned parcel of land located East of 2nd Street, to 1st Street, East of City Hall. The intention of this redevelopment is to:

- Make Latham Plaza attractive to a variety of residents and visitors of all ages
- Make residents and visitors feel safer
- Create a sense of place by adding design features that make the space unique and memorable
- Create pedestrian friendly walkway connections
- Create alternative seating options for daily use and special events
- Allow for open space to accommodate festivals
- Other tasks as spelled out by the City Council and Community Redevelopment Agency

A number of changes in the areas of transportation and safety are already underway. The City is now seeking proposals from firms that are capable of coordinating and carrying out some or all of the projects listed in Phase 2, below, so that, when completed, the elements will work together to create a cohesive, harmonious visual appearance that may be used as a foundation for possible future efforts to market and/or brand downtown Jacksonville Beach. The adopted plan refers to the ideas of the beach, ocean/marine life and related pursuits as the preferred theme for these elements. Location and placement of these elements should consider the practical aspects of how the roughly 24-square block area is used by residents and visitors at various times of the day and night.

PHASE 1A- LATHAM PLAZA SCHEMATIC DESIGN: Prepare a detailed schematic drawing, based off of initial design concepts and changes proposed by the Community Redevelopment Agency. Work with staff to implement changes as necessary to reach a final schematic design for Latham Plaza.

PHASE 1B – CONSTRUCTION DOCUMENTS: After the completion and approval of the Latham Plaza schematic design, the Consultant(s) shall begin working on creating the construction documents necessary to bid the project for construction.

- (1) Latham Plaza Schematic Design and Construction Document Plans and (2) Miscellaneous Project Specific Task Orders Related to the Overall Design and Construction of Latham Plaza
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PUBLIC INVOLVEMENT AND MEETINGS: The selected firm should plan on a minimum of three (3) public meetings or workshops during Phase 1A, and the same amount for phase 1B.

TIMELINE: The City of Jacksonville Beach will be having its Centennial Celebration in 2025. Consultant(s) who can complete the assigned work based on the following (tentative) schedule will be given higher scored:

CRA Kickoff Meeting (Post RFQ Award): **August 2022**
Schematic Design to CRA Board: **October 2022**
Revisions of Schematic Design: **January 2023**
Initial Construction Documents to CRA Board: **April 2023**
Revisions to Construction Documents: **June 2023**
Bid Ready Documents: **September 2023**



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

CRA AGENDA ITEM	
TO:	CRA
FROM:	Taylor Mobbs
DATE:	05/12/2022
SUBJECT:	

BACKGROUND

Staff issued an RFQ for the Bike Rack and Site Furnishing plans in the downtown. Zero bids were received for this project.

Staff has worked with Public Works, Procurement and Parks to decide the next best course of action to implement these plans. Staff has reviewed two Piggy Back Contracts with the City of Jacksonville and with Clay County that encompass the fabrication and installation of the racks and site furnishings. Staff will be contacting contractors to receive quotes, timelines, etc. about their ability to do these projects. Staff will select contractors who are able to produce the product(s) chosen by the CRA, and contractor(s) who are able to fabricate and install in a timely manner. Staff will continue to update the board monthly on the project status.

Staff will also be assessing the locations of each of the hardscapes, bike racks, etc. to ensure they are being installed in a location that will see minimal disruption over the next several months/years. If staff is able to identify a location that could potentially be impacted by major construction events, they will bring a solution before the board.

Please review the attachment, it has the key highlighted pages from the RFQ that are not 'standard' procurement language. These are the components staff will be reviewing for all of the submittals when deciding which consultant(s) to bring back to the board for recommendation. Staff would like to have this RFQ out as soon as possible following the CRA board meeting.

FINANCIAL IMPACT

TBD, no impact at this time.

REQUESTED ACTION

No formal action necessary. Staff will take the selections made by the CRA board and work with Procurement and Parks to select a contractor(s) to implement the fabrication and install of the plans.

ATTACHMENTS



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CRA AGENDA ITEM	
TO:	CRA
FROM:	Parks and Recreation Staff, CRA Staff
DATE:	05/12/2022
SUBJECT:	Sidewalks - South Beach Park

BACKGROUND

It was determined at the CRA board meeting on February 28, 2022, that there is a need to connect South Beach Park to Osceola. Staff presented the CRA with concepts and estimates for the design. The CRA board chose two options that best suited the needs of the area.

These are mock ups of the sidewalk(s) chosen by the CRA. Per our Parks and Recreation Director, these drawings show 6ft. and 5ft. sidewalks. They have gone back to CHW for updated drawings to make these sidewalks 10ft. and 8ft.. We anticipate this will raise the cost of the project.

Our Public Works department has a concrete contractor that we will utilize for this project, and he stated he believes he can begin working on this project in late July 2022.

FINANCIAL IMPACT

Final cost to be determined based off of the additional width of the sidewalks. There will be no budget modification necessary, as the CRA already has funds in the FY22 budget to cover this project.

REQUESTED ACTION

Approval of the final design concept for the South Beach Park Sidewalk.

ATTACHMENTS

1. Sidewalk Cost Estimate
2. 2022 CHW Sidewalk Plans



Jacksonville Beach

South Beach Park Sidewalk

SUMMARY OF PAY ITEMS					
ITEM No.	LUMP SUM ITEM	UNIT	QUANTITY	Unit Cost (\$)	Total Cost (\$)
101-1	MOBILIZATION	LS	1	3028.28	3028.28
104-18	INLET PROTECTION SYSTEM	EA	2	153.23	306.46
110-1-1	CLEARING & GRUBBING	AC	0.13	18,301.31	2,322.85
110-4-10	REMOVAL OF EXISTING CONCRETE	SY	16	22.85	356.89
120-6	EMBANKMENT	CY	27.1	10.36	281.06
515-1-2	PIPE HANDRAIL - GUIDERAIL, ALUMINUM	LF	15	51.17	767.55
520-1-10	CONCRETE CURB & GUTTER, TYPE F	LF	55	26.82	1,472.42
522-1	CONCRETE SIDEWALK AND DRIVEWAYS, 4" THICK	SY	384	46.56	17,866.21
522-2	CONCRETE SIDEWALK AND DRIVEWAYS, 6" THICK	SY	66	58.84	3,855.92
527-2	DETECTABLE WARNINGS	SF	94	31.67	2,989.65
710-11-103	PAINTED PAVEMENT MARKINGS, STANDARD, WHITE, SOLID FOR CROSSWALK AND ROUNDABOUT, 12"	GM	0.030	2,096.78	63.78
Sub-Total (Rounded)					\$34,000
Contingency (10%)					\$3,400
Total (Rounded)					\$38,000

4/15/2022

NOTES:

- 1. Most unit prices are from FDOT's 12 month moving statewide average, covering 03/01/21 to 02/28/2022.
- 2. Quantities are based on plans submitted on 4/15/22.



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CRA AGENDA ITEM	
TO:	CRA
FROM:	Taylor Mobbs
DATE:	05/12/2022
SUBJECT:	

BACKGROUND

Based on the comments received by the board, staff is working with the Communications Manager to make edits to some of the logos presented to bring back to the board for additional comments/approval. Staff is also working with the Communications Manager to find out what steps would be necessary should the board select a logo that falls outside of the approved brand standards manual. Additional logo options will be presented at the meeting.

FINANCIAL IMPACT

No immediate financial impact.

REQUESTED ACTION

Staff requests the board select a logo to adopt formally via a resolution at the June regular meeting.

ATTACHMENTS