

**CITY OF ATLANTIC BEACH
CITY COMMISSION
STAFF REPORT**

AGENDA ITEM: Resolution No. 24-12 adopting the City's 2024 Priorities

TODAY'S DATE: February 28, 2024

MEETING DATE: March 11, 2024

SUBMITTED BY: William B. Killingsworth, City Manager

SUMMARY: The City Commission held its annual priority-setting exercise, facilitated once again by Linda Lanier, on Feb. 5. Exhibit A, the 2024 priorities document, is the outcome of the priority-setting exercise.

RECOMMENDATION: Commission approve Resolution No. 24-12

BUDGET: N.A.

ATTACHMENT: Resolution No. 24-12

CITY MANAGER:

A handwritten signature in blue ink, appearing to read "WB Killingsworth", is placed over a horizontal line next to the "CITY MANAGER:" label.

RESOLUTION NO. 24-12

**A RESOLUTION OF THE CITY OF ATLANTIC BEACH, FLORIDA
ESTABLISHING THE CITY'S 2024 PRIORITIES; AND PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, the City of Atlantic Beach develops priorities annually to use as a tool to guide policy and budget decision-making, and to outline strategies to work toward outcomes of significant projects, initiatives, programming, and activities; and

WHEREAS, these priorities affect many aspects of civic life in Atlantic Beach; and

WHEREAS, establishing and sharing priorities helps inform residents, businesses and other stakeholders on what the City Commission's constituents and elected officials view as important for the community in an easy-to-understand and transparent manner; and

WHEREAS, the City Commission desires to affirm its priorities by Resolution.

NOW, THEREFORE, be it resolved by the Commission of the City of Atlantic Beach:

SECTION 1. The City Commission hereby establishes the 2024 Priorities identified in Exhibit A.

SECTION 2. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City of Atlantic Beach, this 11th day of March, 2024.

Curtis Ford, Mayor

Attest:

Donna L. Bartle, City Clerk

Approved as to form and correctness:

Jason Gabriel, City Attorney

Strategic Plan Themes



Create a strong
sense of belonging
and safety



Preserve community
character



Connect our
neighborhoods and
businesses



Promote a socially linked
community through green
spaces, active lifestyles, parks,
and programming



Maintain a strong financial
condition suitable for
implementing the City's vision



Create a strong sense of belonging and safety

Priorities	
1.0	Increase awareness of bicycle safety and bicycle laws.
1.1	The Chief of Police will create Directed Enforcement activities to survey, educate and enforce bicycle regulations by December 2024.
2.0	Develop a customer-centric culture.
2.1	The Deputy City Manager will develop an ongoing system for tracking the customer experience by December 2024.
2.2	The Deputy City Manager will provide level 1 training to all employees and level 2 training to all public facing employees focusing on the customer experience by March 2025.



Preserve community character

Priorities	
1.0	Review Code Enforcement policies.
1.1	The Planning Director will review policies and code regarding proactive versus reactive code enforcement by December 2024.
1.2	The Planning Director will recommend changes to code enforcement policies and/or code by December 2024.
1.3	The Planning Director will create a written procedural manual by March 2025.
2.0	Establish policies to preserve the marshfront.
2.1	The Planning Director will propose objectives to the City's Comprehensive Plan specific to the marsh prior to the Plan's adoption.
2.2	The Planning Director will develop a marsh protection education campaign by March 2025.
2.3	The Planning Director will identify marsh priority projects consistent with the Adaptation Plan update by August 2025.



Preserve community character

Priorities	
3.0	Reassess the Stormwater Master plan.
3.1	The City Engineer will develop scope of work for the Stormwater Master Plan Update by March 2025.
3.2	The City Engineer will propose methods to accelerate the Stormwater Master Plan by December 2024.
4.0	Establish sustainability goals.
4.1	The Planning Director will identify sustainability goals for City projects, City buildings, and City land by September 2025.



Connect our neighborhoods and businesses

	Priorities
1.0	Be ranked a gold standard bike friendly community.
1.1	The Deputy City Manager will conduct a bicycle-friendly self-assessment by March 2025.
1.2	The Deputy City Manager will engage community stakeholders by March 2025.
1.3	The Deputy City Manager will apply to the League of American Bicyclists' Bicycle Friendly Community recognition by August 2025.
2.0	Prioritize projects to implement the Connectivity Plan.
2.1	The Planning Director will develop an implementation schedule by March 2025.
2.2	The Planning Director will propose amendments the CIP with prioritized projects to implement the Connectivity Plan by June 2025.



Promote a socially linked community through green spaces, active lifestyles, parks, and programming

Priorities	
1.0	Create a plan to remedy gaps in Arts & Recreation programming.
1.1	The Deputy City Manager will propose an organizational change that supports Arts & Recreation programming by April 2024.
1.2	The Deputy City Manager will identify gaps in current Arts & Recreation Programming by December 2024.
1.3	The Deputy City Manager will propose a program of Arts and Recreation to meets the needs of the community April 2025.
2.0	Prioritize projects to implement the Parks Master Plan.
2.1	The Planning Director will develop a prioritized list of projects from the Parks Master Plan by December 2024.
2.2	The Planning Director will propose amendments the CIP to implement the priority projects from the Parks Master Plan by March 2025.



Maintain a strong financial condition suitable for implementing the City's vision

Priorities	
1.0	Establish a risk management program for city facilities and contracts.
1.1	The Risk Management Officer will identify at least five best practices regarding risk management for city facilities and contracts from other municipalities by March 2024.
1.2	The Risk Management Officer will propose to the City Manager policies and procedures that identify, evaluate, mitigate and monitor potential liabilities to the City regarding city facilities and contracts by May 2024.
2.0	Review fleet maintenance and replacement policies.
2.1	The Chief of Police will draft a city fleet vehicle replacement policy by July 2024.
3.0	Analyze cost-benefits of outsourcing permitting inspection.
3.1	The Planning Director will collect data to analyze the cost-benefits of outsourcing permitting inspection by March 2025.
3.2	The Planning Director in coordination with the Finance Director will prepare a cost-benefit analysis of outsourcing permitting inspection by June 2025.
3.3	The Planning Director will provide a recommendation to the City Commission by June 2025.



Maintain a strong financial condition suitable for implementing the City's vision

Priorities	
4.0	Cultivate relationships to demonstrate the need for resources and cooperation.
4.1	The Deputy City Manager will identify opportunities to build relationships between city elected officials and other elected officials by May 2024.
4.2	The Deputy City Manager will identify organizations for the city to participate in and/or partner with that will leverage the city's needs by December 2024.
5.0	Use data and budget analysis to understand fiscal effects prior to budget approval.
5.1	The Finance Director will develop financial condition indicators to understand impacts to the budget due to socio-economic and policy changes by August 2024.
5.2	The Finance Director will create a standardized way of reporting fund changes due to project budget amendments by October 2024.
6.0	Provide regular updates on project timelines and finances.
6.1	The City Engineer will develop a system to track project timelines and finances by December 2024.
6.2	The Directors will systematically report changes to project timelines and finances by December 2024.
6.3	The Deputy City Manager will systematically update the website with project timelines and finances by January 2025.