



STATE OF FLORIDA
DEPARTMENT OF COMMUNITY AFFAIRS

2571 EXECUTIVE CENTER CIRCLE, EAST • TALLAHASSEE, FLORIDA 32399

BOB MARTINEZ
Governor

THOMAS G. PELHAM
Secretary

March 11, 1987

Dear Local Government Official:

Your local government's application for Local Government Comprehensive Planning Assistance funds indicated your intent to subcontract some or all of the work products specified in your 1987 contract with the Department. Section IX of the contract between the Department and your local government requires that a copy of the subcontract be forwarded within 10 days of its execution. To date, we have not received a copy of the subcontract. Please forward a copy as soon as one is available.

It is important to include within your subcontract the provisions of Section IX of the contract between the Department and your local government. Your subcontract must bind the subcontractor by the terms and conditions of your contract with the Department and must include the hold harmless clause found in Subsection IX(B) of our contract. Also, please remember that costs incurred prior to the execution date of the contract between the Department and your local government cannot be paid from this program.

Please contact me with any questions at (904) 487-4545.

Sincerely,

A handwritten signature in cursive script that reads "Meredith Wheeler".

Meredith Wheeler, AICP
Planner IV

MW/km

STATE OF FLORIDA
DEPARTMENT OF COMMUNITY AFFAIRS
LOCAL GOVERNMENT COMPREHENSIVE PLANNING ASSISTANCE
PROGRAM CONTRACT

This contract is entered into between the State of Florida, Department of Community Affairs, hereinafter referred to as the "Department", and Nassau County, hereinafter referred to as the "Recipient".

WITNESSETH

WHEREAS, the Department, in furtherance of its duties under Chapter 163, Part II, Florida Statutes, and Chapter 86-167, Laws of Florida, has determined that the Recipient is eligible to receive funds under the Local Government Comprehensive Planning Assistance Program, hereinafter referred to as the "Program".

NOW THEREFORE, THE DEPARTMENT AND RECIPIENT DO MUTUALLY AGREE AS FOLLOWS:

I. Covenant for Services

The Department does hereby contract with the Recipient to perform the services described herein and the Recipient does hereby agree to perform such services under the terms and conditions set forth in this contract.

II. Availability of Funds

Payment of these state funds pursuant to this contract are subject to and conditioned upon the total release of authorized appropriations from the Local Government Comprehensive Planning Assistance Program provided by Chapter 86-167, Laws of Florida.

III. Definition, Scope and Quality of Service

(A) Intent of the Contract

- (1) The Recipient agrees, under the terms and conditions of this contract and the applicable state and local laws and regulations, to undertake, perform, and complete a portion of the necessary technical services required to update and revise the required comprehensive plan elements and to prepare a portion of the comprehensive plan revisions as necessary to bring such required elements into compliance with Chapter 163, Part II, Florida Statutes and Chapter 9J-5, Florida Administrative Code. Acceptance of the final product by the Department is not to be construed as a compliance review required by Chapter 163, Part II, F.S.

(B) Scope of Services, Schedule of Deliverables.

- (1) Attachment A, Scope of Services/Schedule of Deliverables, is hereto incorporated by reference.
- (2) Except in areas where the Recipient is a charter county with overall planning responsibilities or has documented planning requirements through a joint agreement, services provided under this contract shall be in connection with the total area under the Recipient's jurisdiction.

- b. Identify sections of Chapter 163, Part II, F.S., and Chapter 9J-5, FAC, that will be satisfied by each work item listed above.

Nassau County Comprehensive Plan Update

Consistent with F.S. 163.3177 and Rule 9J-5 FAC, the revision to the Comprehensive Plan will be initiated by the preparation of the specific tasks as identified for the following required elements:

1. Future Land Use-data development and analysis 9J-5.006(1)
9J-5.006(2) excluding (2)(a)

(NOTE: The Future Land Use data will be in tabular form at this time. An existing land use map will be completed, but not with funds from this program.)

2. Coastal Management/Conservation combined elements; data development and analysis 9J-5.012(1)(2)
9J-5.013(1)
3. Sanitary Sewer, Solid Waste, Drainage, Potable Water, and Natural Groundwater Aquifer Recharge data development and analysis 9J-5.011(1)

- c. Schedule of Deliverables - identify the work products that will be submitted by March 31, 1987 and by the September 30, 1987 closeout:

March 31:

- (1) financial report
- (2) progress report
- (3) Future Land Use Data development 9J-5.006(1)

September 30:

- (1) closeout financial report
- (2) Data requirements and analysis for the other specified elements as identified in b:

Future Land Use analysis 9J-5.006(2) excluding (2)(a)
Coastal Management/Conservation combined element
9J-5.012(1)(2)
9J-5.013(1)
Sanitary Sewer, Solid Waste, Drainage, Potable Water, Natural Groundwater Aquifer Recharge.
9J-5.011(1)

Staff Only:

Approved by _____
Date: _____

Due on the _____ day of the
month following the report period.

FINANCIAL REPORT
LOCAL GOVERNMENT COMPREHENSIVE PLANNING ASSISTANCE PROGRAM

Local Government Name: _____
Address: _____

Contract No. _____
Report for the period ending: _____

CATEGORIES	DISBURSEMENTS	TOTAL DISBURSEMENTS TO DATE (A)
	CURRENT PERIOD	
SALARIES		
CONSULTANT FEES		
EXPENSES		
TRAVEL		
OVERHEAD		
OTHER (SPECIFY)		
TOTALS		

CASH POSITION

Cash Advanced --(B)-----\$ _____

Cash Reimbursement: (C)	
Date Received	Amount
(7)	

Total Cash Reimbursements --(Column C)-----\$ _____

Total Cash Received --(Column B & C)-----\$ _____

Total Cash Disbursed to Date (Column A Above)-----\$ _____

Cash Balance as of _____ (Date) -----\$ _____

Amount of Warrant to be issued -----\$ _____

Authorized Signature

Title

Date

DCA Staff Only:

Approved by _____

Date: _____

Due on the _____ day of the month following the report period.

FINANCIAL REPORT

LOCAL GOVERNMENT COMPREHENSIVE PLANNING ASSISTANCE PROGRAM

Local Government Name: _____

Contract No. _____

Address: _____

Report for the period ending: _____

CATEGORIES	DISBURSEMENTS	TOTAL DISBURSEMENTS TO DATE (A)
	CURRENT PERIOD	
SALARIES		
CONSULTANT FEES		
EXPENSES		
TRAVEL		
OVERHEAD		
OTHER (SPECIFY)		
TOTALS		

CASH POSITION

Cash Advanced --(B)-----\$ _____

Cash Reimbursement: (C)	
Date Received	Amount
(7)	

Total Cash Reimbursements --(Column C)-----\$ _____

Total Cash Received --(Column B & C)-----\$ _____

Total Cash Disbursed to Date (Column A Above)-----\$ _____

Cash Balance as of _____ (Date) -----\$ _____

Amount of Warrant to be issued -----\$ _____

Authorized Signature

Title

Date

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Date: March 12, 1987

Marvin Hill and Associates, Architects and Planning Consultants, Jacksonville, Florida, hereinafter termed CONSULTANT, proposes to perform for Fernandina Beach, Florida, hereinafter termed CLIENT, for work performed within the city limits of Fernandina Beach, Florida, and for Nassau County, Florida, hereinafter termed CLIENT, for work performed within the boundaries of Nassau County but not including the cities of Fernandina Beach, Callahan and Hilliard, the work outlined under "Scope of Services" in accordance with the terms and conditions hereinafter set forth.

The planning program will be carried out in three phases to be completed by May 1, 1990 or as may be revised by the Florida Department of Community Affairs and agreeable to the CLIENT and CONSULTANT.

This Agreement includes those work items in Phase I to be completed by September 30, 1987. The Agreements for Phases II and III shall be negotiated between the CONSULTANT and CLIENT before work begins on these phases of the planning program.

ARTICLE I, EMPLOYMENT OF CONSULTANT

The CLIENT hereby agrees to engage the CONSULTANT, and the CONSULTANT hereby agrees to perform the services hereinafter set forth.

ARTICLE II, SCOPE OF SERVICES

The CONSULTANT shall do, perform, and carry out in a satisfactory manner, the following:

PHASE I

A. DETAILED WORK PROGRAM

A detailed work program will be prepared describing each required work item, how the work item is to be accomplished, the team members preparing the report(s) and the time frame for completion. The work program will include:

1. The preparation of an Evaluation and Appraisal Report (EAR) of the current Comprehensive Plans for Fernandina Beach and Nassau County.
2. Population and economic analyses and projections as needed sufficient to develop the elements of the Comprehensive Plan.
3. A citizen participation program to provide for and encourage public participation in the planning process.

4. Data collection and analysis and mapping as required for each of the required elements and the preparation of each of the required elements.

Each of the work items will be in conformance with Chapter 163 F.S. and Chapter 9J-5 F.A.C. Work items for the City of Fernandina Beach and Nassau County will be combined for report and presentation purposes; however, they will be identified separately for cost accounting purposes.

B. EVALUATION AND APPRAISAL REPORT

The current Comprehensive Plans for Fernandina Beach and Nassau County will be reviewed with the County and City staffs and appropriate advisory boards as to their effectiveness since adoption. The Consultant will prepare a draft report which will represent an assessment and evaluation of the success or failure of the various elements of the Comprehensive Plan related to the following in accordance with Chapter 163.3191 F.S.:

1. The major problems of development, physical deterioration, and the location of land uses and the social economic effects of such uses in the area.
2. The condition of each element in the Comprehensive Plan at the time of adoption and at date of report.
3. The Comprehensive Plan objectives as compared with actual results at date of report.
4. The extent to which unanticipated and unforeseen problems and opportunities occurred between date of adoption and date of report.

This EAR will serve as background and provide guidance to the preparation of the required elements in subsequent phases. The final draft of the EAR and its adoption is not expected until Phase III.

C. POPULATION AND ECONOMIC ANALYSIS

Both the 1985 Comprehensive Planning Act and implementing rule 9J-5 Florida Administrative Code promote internal consistency. Preparing population and economic projections and analysis will be used in all elements of the Comprehensive Plan for internal consistency in the plan. All projections and analysis prepared will be based on approved data prepared by the Northeast Florida Regional Planning Council, The U.S. Bureau of the Census, the University of Florida Bureau of Business and Economics Research, and the Department of Community Affairs.

Data analysis will be prepared by five census tracts in the County. This will allow projections for the City of Fernandina Beach and each of the planning districts. Recommendations for each of the areas within the county will be based on the projections. All projections will be prepared in a manner to be annually updated with an IBM-PC Compatible Computer.

D. CITIZEN PARTICIPATION

The City of Fernandina Beach and Nassau County and the Local Planning Agency(s) are required to adopt procedures to provide for and encourage public participation in the planning process, including consideration of amendments to the Comprehensive Plan and evaluation and appraisal reports (9J-5.004 Public Participation).

The adopted procedure must include the notice to real property owners through the news media of official actions that will affect the use of their property, provisions for notice to keep the public informed, to assure opportunities to provide written consent, assure public hearings are held and assure the consideration of and response to public comments. The preparation of executive summaries is encouraged to be made available to the public and information released at regular intervals to keep the citizens apprised of planning activities.

The purpose of the Citizen Participation Program is to assure that the Comprehensive Plan meets the needs and desires of the people it is to serve now and in future years to the extent possible and affordable.

It will be the intent of the Citizen Participation Plan to recruit persons from each of the planning districts to serve on an ad hoc Citizens' Advisory Committee (CAC) from the inception of the planning process. It would be desirable to select a convenient meeting place within each district where the consultant could discuss the desires and needs of the citizens of the area and exchange planning ideas during the process. It would not be necessary to structure these committees as formally as the Joint Local Planning Agency for Amelia Island, but the CAC participation could have the same redeeming value. Hopefully, many of the problems could be resolved at this level and prevent the final adoption hearings from becoming "protest" hearings.

It should be pointed out that the relationships of the existing Planning and Zoning Advisory Boards of the City and County and the Joint Local Planning Agency for Amelia Island to the preparation of the Comprehensive Plan(s) should be clearly defined in the early stages of the planning process.

While the Comprehensive Plans must be formally adopted by the City Commission of Fernandina Beach and the Nassau County Board of County Commissioners, the review procedure through which the governing bodies receives recommendations for adoption should be clarified as soon as possible.

E. DATA BASE

In this phase of the work program, the foundation will be laid upon which the Comprehensive Plan Elements will be built. It is understood that some of this background data is available from recent related studies and mapping. It will be necessary to review these studies, adapt and update them to meet the requirements of Rule 9J-5.

Base Mapping

A primary activity to be conducted in Phase I will be the development of data base system for the collection, storage, retrieval and manipulation of natural resources and other data. This data base will be used in conjunction with Autocad on a base map using the Florida Grid System and Latitude and Longitude coordinates developed specifically for this project.

Data base management system will be the dBaseIII system designed specifically for Nassau County and Fernandina Beach.

The scales of the map series will vary depending upon the amount of detail of mapping requirements for the various Comprehensive Plan Elements. The use of the same computer digitized format will allow compatibility of the elements and the ability to update as desired.

Previously prepared mapping series by the Florida Department of Transportation for Land Use and Vegetation Inventory will be utilized for the County. It is understood that base maps now being prepared for the Island by Wilson, Miller, Barton, Soll & Peck, Inc. (under contract with the Port Authority) will be available and adequate in detail to be used in the preparation of the Amelia Island Plan.

1. Existing Land Use Data Requirements - 9J-5.006(1)

The following generalized land uses shall be shown on the existing land use map or map series:

- a. Residential use;
- b. Commercial use;

- c. Industrial use;
- d. Agriculture use;
- e. Recreational use;
- f. Conservation use;
- g. Educational use;
- h. Public buildings and grounds;
- i. Other public facilities;
- j. Vacant or undeveloped land; and
- k. Historic resources.

The existing land use map series shall also include natural resources such as existing and planned waterwells and cones of influence; beaches and shores, including estuaries; rivers, bays, lakes, flood plains, and harbors; wetlands; and minerals and soils.

Approximate acreages and the general range of density or intensity of use will be tabulated for the gross land area in each land use category.

Population projections will be made based upon professionally accepted existing sources.

2. Existing Traffic Circulation Data 9J-5.007(1)
and Existing Mass Transit Data 9J-5.008(1)

Pursuant to the mandates of 9J-5.007 and 9J-5.008, the Transportation Element of the Comprehensive Plan shall address both traffic circulation and mass transit. The efforts will result in a projected transportation system which accommodates motorized and non-motorized segments of Nassau County's future population. In addition to the emphasis which will be placed on the Island where current and projected population density is the greatest, west Nassau, which serves as the interstate gateway to Florida and contains the rural communities of Yulee, Callahan and Hilliard, will be studied.

The first task will be data collection and review of previous studies. The existing data and documents shall be reviewed and determined whether they are sufficiently relevant or appropriate as a basis for understanding existing conditions. If data is determined insufficient

it shall be augmented by field observations and general-order-of-magnitude assessment of conditions. The Amelia Island Transportation Study prepared in 1985 as well as the Transportation Element of Northeast Florida's Regional Comprehensive Policy Plan will be the primary source documents.

The results of the data collection efforts will be delineated on an existing traffic circulation map or map series which features Limited Access, Arterial and Collector Roads the number of traffic lanes for each roadway.

3. Housing Data Requirements - 9J-5.010(1)

The Housing Element of the Comprehensive Plan for Nassau County and Fernandina Beach will provide the local jurisdictions with the guidance to prepare the appropriate plans and policies to meet their existing and projected housing deficits. The policies will be a balance between recommended governmental activities and assistance to the private developers. The Housing Element will address the type of housing needed to accommodate the growth projected in the County and the surrounding areas.

In the data collection phase, Phase I will include the collection of the data required to prepare the plan. All data compiled will be in accordance with 9J-5.010 (1) and in a form which can be easily updated by the Planning and Building Departments of the County and City. An inventory will be compiled of the number of dwelling units by type, tenure, age, rent, value and cost of owner-occupied and renter-occupied units. The most updated data will be used. Data sources will include the Kings Bay Coordinating Committee Reports, the Northeast Florida Regional Planning Council, City of Fernandina Beach Building Department, Nassau County Building and Zoning Department, and the University of Florida Bureau of Business and Economics Research and the 1980 Census.

Coordination between the housing characteristics required in 9J-5.010 (1)(b) will be satisfied through the preparation of a joint plan for Fernandina Beach and Nassau County. Data will be consistent for the two entities.

The inventory for the condition of housing in the county and in the Fernandina Beach area is an important component to determine the housing needs for the area.

This will be conducted as a component of the land use survey. As residential units are identified, conditions of the units will be determined and for the development of goals and objectives for the housing element. Funding for future Community Development Block Grants will be based on this information compiled. The required inventories of subsidized housing units, group homes and licensed mobile home parks will be compiled.

The data compiled of most importance for the Nassau County and Fernandina Beach Comprehensive Plan is the inventory of historic structures. The commitment of the community toward historic preservation must be a component of the plan.

4. Utility Systems Data

In order to assess utility systems service needs in this phase, the first task will be to identify each treatment plant and determine its actual and surplus capacity as well as define the geographic service area. The local operating agencies, both public and private, will be interviewed to determine general conditions of the treatment plants and the associated collection systems. Also, the extent of overlapping systems (if any) will be defined. The results of this existing system analysis shall include the following data for each identified facility:

- a. Entity having operation responsibility;
- b. Service area;
- c. Design capacity;
- d. Current demand;
- e. Level of treatment.

5. and

6. Coastal Management 9J-5.012 and Conservation 9J-5.013 Data

The primary activity to be conducted in Phase I will be the development of data base system for the collection, storage, retrieval and manipulation of natural resources and other data. This data base will be used in conjunction with Autocad on a base map developed specifically for this project. In this manner, the various layers of information can be used with one base map for a variety of analytical purposes. Data to be included in the data base will be designed to meet the requirements of the following sections of 9J-5.012:

- a. Existing land use (from existing land use mapping);
 - b. Inventory of natural features;
 - c. Inventory of the impacts of future development;
 - d. Inventory of esturine pollution and future impacts;
 - e. Hurricane evacuation planning (from NEFRPC data);
 - f. Beach and dune system inventory;
 - g. Public access facilities;
 - h. Existing infrastructures.

Additionally, the Conservation Element (9J-5.013) requirements for data collection will be met:

- a. Natural resources;
- b. Potential for conservation and protection;
- c. Current and projected water demands.

The preparation of the natural resources data base will address the issues designated on pages 2 and 3 of your Request for Proposal. It is anticipated that this information will be used in the Future Land Use (.006), Traffic Circulation (.007), Housing (.010), Sanitary Sewer, Drainage and Recharge (.011), Coastal Management (.012), Conservation (.013), Recreation and Open Space (.014), Capital Improvements (.016) and other Elements.

7. Recreation and Open Space 9J-5.014

An inventory of existing public and private recreation sites and open spaces available to the public will be conducted. These facilities, which will include natural reservations, parks, playgrounds, parkways and beaches including freshwater beaches, will be identified as to type of facility and their current utilization.

The Recreation Master Plan prepared in 1985 for the Kings Bay Area Local Governments will be used as a basis for the recreation and open space data required. Additional information will be compiled for compliance with 9J-5.014(1).

F. COORDINATION WITH OTHER JURISDICTIONS

The progress of the planning efforts of the other jurisdictions will be monitored. This will include reviewing the plans and programs for the City of Jacksonville/Duval County, Atlantic Beach, Baker County, the Towns of Callahan and Hilliard. The unique process of preparation of the Comprehensive Plan by Planning Districts should allow for better coordination of plans and programs not only between Fernandina Beach and Nassau County, but between Nassau County and the municipalities within the County.

The impact of the growth of Southeast Georgia on Nassau County will require the review of the plans and programs of the State of Georgia and Camden County. The plans for the Kings Bay Naval Base on Nassau County will also be reviewed as well as the plans and programs being coordinated by the Kings Bay Impact Coordinating Committee.

G. CAPITAL IMPROVEMENTS PROGRAMMING (CIP)

To have an effective Capital Improvements Program (CIP), it must be able to identify community needs, prioritize the needed improvements and recommend funding sources to implement the program. The forms for preparation of a CIP must be adaptable to produce a document with consistency throughout the varied needs of the Governmental entity. The CIP must be easily updated and modified as community priorities change.

The development of a CIP for the Comprehensive Plan must analyze the the existing mechanisms for recommending capital improvements and existing funding sources. A needs analysis form will be prepared to identify individual department capital needs. The form will provide uniform information on all needed facilities. Possible funding sources will be identified by the departments. The CIP will be developed in a manner where it can be maintained and updated on an IBM-PC Compatible Computer. The program will be coded for easy separation of projects funded by Nassau County, the City of Fernandina Beach, or a private developer as part of a D.R.I. condition. Multiple funding source projects can also be identified.

The CIP will become a basis for recommendations for other elements in the Comprehensive Plan. The CIP will promote consistency between elements by proposing a consistent form to identify capital needs.

PHASE II

A. ANALYSES, GOALS, AND OBJECTIVES, AND PLAN PREPARATION

For each required element, data compiled in Phase I will be analyzed. The analysis will identify problem areas and constraints and will be the basis of the goals and objectives formulated in this phase. Each element will comply with their respective section of 9J-5 F.A.C. and Chapter 163, Florida Statutes. At the completion of this phase, a draft for each element will be prepared. The following is a brief summary of the tasks that will be completed in this phase.

1. Future (Including Existing) Land Use

This phase of the work will build upon the data base developed in Phase I by first analyzing available facilities to serve existing land uses and determining the suitability of existing vacant land for development. An analysis of the amount of land needed to accommodate the projected population and the need for redevelopment will be made.

Goal statements will establish the long-term end toward which land use programs and activities are ultimately directed and specific objectives for each goal statement which will address the requirements of Paragraph 163.3177(6)(a) and Rule 9J-5.

A future land use map will indicate the proposed distribution, extent, and location of generalized land uses, natural resources and other appropriate land use categories.

2. Traffic Circulation/Mass Transit

The Traffic Circulation Analysis shall include a review of traffic circulation in Levels of Service (LOS) and system improvement needs based on existing design capabilities. In concert with the future land use projections, the need for new facilities or expansion to provide safe and efficient operating conditions shall be analyzed. The Florida Department of Transportation (FDOT) 5-Year Transportation Plan, The Jacksonville Metropolitan Planning Organization (MPO) and the Northeast Florida RCPP shall be assessed for adoption in part or for the Nassau County Plan where such plans are deemed to be acceptable with the overall growth management philosophy of Nassau County.

Traffic Circulation Goals, Objectives and Policies shall be formulated based upon sound overall transportation planning principles which have been tailored to the physical constraints and the socio-economic goals of Nassau County. The Goals, Objectives and Policies shall be finalized only after adequate citizen participation as defined under Phase I is completed.

3. Port, Aviation, and Related Facilities

The future development of the Port in Fernandina Beach is under review. a D.R.I. is being prepared to identify the impact of the port. The preparation of this element will use the information in the Port D.R.I. as a data base. Projections for population will be compared with population projections in the Comprehensive Plan. This element will provide the additional information to ensure the compliance of the requirements of 9J-5.009.

4. Housing

An analysis of the housing data compiled in Phase I will be conducted. This analysis will include projections on the type of housing needed, the land use requirements for various sectors of the population, and the anticipated participation by the private sector in providing housing.

After completion of the Analysis Phase for the Housing Element, all Goals, Objectives and Policies for housing for Amelia Island, including the City of Fernandina Beach, and Nassau County will be compiled. The element will be consistent with 9J-5.010 and meet the requirements of 163.3177, Florida Statutes. The plan will provide for housing for existing and projected population, sites for group housing and low-to-moderate income housing, and mobile homes. The element will contain provisions for elimination of substandard housing and recommendations for the conservation of existing standard housing, especially historic structures. Alternative methods for obtaining the goals and objectives will be included in the Policy section of the element. Possible funding sources from both the public and private sectors will be identified.

5. Sanitary Sewer, Solid Waste, Drainage, Potable Water and Natural Groundwater Aquifer Recharge

Future demand shall be determined for the initial increment planning period of five years. The basis of projected needs shall be the future land use element.

An analysis of the problems and opportunities related to the existing system and projected growth shall be conducted. The Goals, Objectives and Policies for the Utility systems shall establish the long-term end toward which specific programs and activities will ultimately be directed. Each goal statement will address specifically:

- a. The correcting of existing facilities deficiencies;
- b. Coordinating the extension of expansion for future growth demands;
- c. Maximizing the use of existing facilities and discouraging urban sprawl;
- d. The protection of natural groundwater aquifer recharge areas.

6. Coastal Management/Conservation

This portion of the work will include goals, objectives and policies as required in 9J-5.012(3) and 9J-5.013(2) and complete a combined draft for conservation and coastal management to plan for and, where appropriate, restrict development activities where such activities would damage or destroy coastal and natural resources, and protect human life and limit public expenditures in areas that are subject to destruction by natural disaster.

7. Recreation and Open Space

Needs identified in the Recreation Master Plan prepared for the Kings Bay Coordinating Committee will be analyzed. Population projections used as a basis for the Recreation Master Plan will be compared with the projections used for the Comprehensive Plan. Changes will be made to promote consistency between all elements. Recommendations for future recreational areas will be depicted in the Future Land Use map prepared in accordance with 9J-5.006.

Goals, Objectives and Policies for the Recreation and Open Space Elements will be the direction for recreation and open space activities. Objectives will ensure public access to freshwater and saltwater beaches and shores and will promote for the provision, operation and maintenance of recreational activities by both the private and public sector. The recreation areas and

PHASE III

A. CONSISTENCY

Even though the nine required elements are separate and distinct, each must be consistent with the rest to provide a workable Comprehensive Plan. To accomplish this, the same data base will be applied to all elements. Each element will be prepared in draft form and then compiled together as a final Comprehensive Plan draft rather than complete one element at a time. This process can assure more consistency with the Northeast Florida Comprehensive Regional Policy Plan, the State of Florida Comprehensive Plan and other adopted plans and programs covering the City of Fernandina Beach and Nassau County. If separate Comprehensive Plans are required for Nassau County and the City of Fernandina Beach, they will also be consistent with each other.

B. PLAN IMPLEMENTATION

Assistance will be provided to the City of Fernandina Beach and Nassau County in the approval process by making presentations to the appropriate advisory groups, the City Commission, the County Commission and communication with the Department of Community Affairs.

Working with the City's and the County's staff, and with the personnel, equipment and facilities available, a program to monitor and evaluate the planning proposals and requirements for plan amendments will be developed.

The City's and County's Land Development Regulations will be reviewed for inconsistencies with the final draft of the Comprehensive Plan. Suggestions will be made for amendments to these regulations to make them consistent with the Plan and instruments for implementation.

The plan will be geared for a 5-year implementation period. Long-range goals and objectives will allow the plan to guide Fernandina Beach and Nassau County for an additional 15-year period for a total of 20 years. This will satisfy the requirements of 9J-5.005(3)(4) for a 5-year and 10-year plan.

C. MONITORING AND EVALUATION REQUIREMENTS

The computerization used for the base mapping, population and economic projections and capital improvement programming will promote the updating of data. The plan will include procedures for updating the entire plan and requirements every 5 years.

D. ADOPTION AND EVALUATION APPRAISAL REPORT/PLAN (EAR)

A schedule will be prepared for the adoption of the EAR prepared in Phase I for both the City and the County. The planning team will schedule and attend the required public hearing.

ARTICLE III, SERVICES TO BE PROVIDED BY CLIENT

The CLIENT agrees to provide the CONSULTANT all available data including maps, studies, reports, computer discs, etc., pertinent to the Scope of Services. The CLIENT also agrees to provide proper notice of meetings of the various advisory groups and public hearings and provide a meeting place for such meetings and public hearings.

ARTICLE IV, TIME OF PERFORMANCE

The services of the CONSULTANT for Phase I are to commence upon execution of this Agreement and be completed by September 30, 1987, unless revised by the Florida Department of Community Affairs and agreeable to the CLIENT and CONSULTANT.

Certain work items of Phase I will be completed earlier than September 30, 1987, and delivered to the Florida Department of Community Affairs as determined in writing by that Department and agreeable to the CLIENT and CONSULTANT.

ARTICLE V, COMPENSATION

Compensation for Phase I shall be a fixed fee of Sixty Eight Thousand Six Hundred Ninety Two Dollars (\$68,692.00), distributed as follows and based on the payment schedule in Article VI of this Agreement:

Nassau County	\$ 41,703.00
Fernandina Beach	\$ 16,989.00
Joint City and County	\$ <u>10,000.00</u>
TOTAL PHASE I	\$ 68,692.00

ARTICLE VI, METHOD OF PAYMENT

The CLIENT will pay the CONSULTANT the amount set forth in Article V, which shall constitute full and complete compensation for Phase I. Payment schedule shall be as follows:

	<u>Nassau County</u>	<u>Fernandina Beach</u>	<u>Total</u>
A. Detailed Work Program	\$ 1,065	\$ 435	\$ 1,500
B. Evaluation and Appraisal Report	4,260	1,740	6,000
C. Population and Economic Analysis	2,130	870	3,000
D. Citizen Participation	4,260	1,740	6,000
E. Data Base	24,632	10,060	34,692
F. Coordination with Other Jurisdictions	1,775	725	2,500
G. Capital Improvements Programming	<u>3,581</u>	<u>1,419</u>	<u>5,000</u>
TOTAL COMPREHENSIVE PLAN ELEMENTS PHASE I	\$ 41,703	\$16,989	\$ 58,692
SPECIAL GRANT - ISLAND PLAN			<u>10,000</u>
PHASE I TOTAL			\$ 68,692

ARTICLE VII, PHASES II AND III

Compensation for Phases II and III is established as a budget amount as follows:

PHASE II

A. Analysis, Goals and Objectives and Plan Preparation	\$ 75,000
B. Citizen Participation Program (Program Preparation and Meetings for Advisory Committees and Governing Bodies)	<u>15,000</u>
PHASE II TOTAL	\$ 90,000

PHASE III

A. Consistency Review	\$ 7,000
B. Plan Implementation	7,500
C. Monitoring and Evaluation Requirements	5,000
D. Adoption of E.A.R.	3,000
E. Printing and Reproduction	<u>10,000</u>
PHASE III TOTAL	\$ 32,500

The work included in Phases II and III is considered as part of this contract; however, the specific Phases shall each be negotiated as a change order prior to commencement, but shall not exceed the amount above and shall be implemented at the option of CLIENT. Any additional work items requested by the CLIENT and not include herein for phase 2 and/or phase 3 shall be negotiated by change order prior to commencement.

CONSULTANT shall submit monthly invoices to CLIENT for work accomplished during the previous month. The fee cost for each of the phases will be billed as the basis of percentage of completion of each work task.

The following items outlined include the tangible products which will be delivered to the CLIENT upon the completion of Phase I as defined in Article II:

ARTICLE VIII, LIST OF DELIVERABLE - PHASE I

1. Detailed Work Program - Schedule of work efforts for all phases.
2. 15 copies of the Preliminary Draft Evaluation and Appraisal Report.
3. Citizens Participation Procedures.
4. Proposed Data Base Management System.
5. 1 reproducible set of Base Maps of the City of Fernandina Beach and Nassau County at the appropriate scales.
6. 1 reproducible set of existing land use maps at the same scale as the base maps scale for the City of Fernandina Beach and Nassau County. The classification of land use will be consistent with the categories in 9J-5.006(1), 9J-5.012(1), 9J-5.013(2), F.A.C.
7. 15 copies of the Background Analysis report for Fernandina Beach and Nassau County. The report will include:
 - a. Population and economic projections and analysis.
 - b. An existing land use acreage and land use densities.
 - c. Existing transportation conditions.
 - d. Housing data required by 9J-5.010(1).
 - e. Identification of utility system providers, service area, design capacity, current demand and level of treatment.
 - f. Inventory of public and private recreation sites and facilities.
 - g. Report of planning efforts of other jurisdictions in the area.

8. A Capital Improvement Procedure Manual, including forms to prepare the Capital Improvement Elements.
9. The following maps will be included in the Background Analysis Report.
 - a. Existing transportation map.
 - b. Utility service area map.
 - c. Flood prone area maps.
 - d. Generalized soils map.
10. Reports as required by FDCA on Special Grant - Island Plan.

ARTICLE IX, TERMINATION OF AGREEMENT

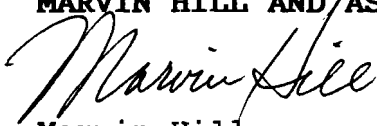
This Agreement may be terminated by either party by giving thirty (30) days' advance written notice. The CONSULTANT shall be paid for all services rendered to the date of termination on the basis of a reasonable estimate of the portion of services completed prior to termination and shall be paid for all reasonable expenses resulting from such termination and for any unpaid reimbursable expenses.

ARTICLE X, ACCEPTANCE

Acceptance of this proposal may be indicated by the signature of a duly authorized official of the CLIENT in the space provided below. One signed copy of this proposal returned to the CONSULTANT will serve as an Agreement between the two parties and as Notice to Proceed. This contract will be binding on the parties hereto and the parties' successors and assigns. Should this proposal not be accepted within a period of thirty (30) days from the above date, it shall become null and void.

Very truly yours,

MARVIN HILL AND ASSOCIATES



Marvin Hill

City of Fernandina Beach
Mayor/Commissioner

Dated this 12 day of March '87

County of Nassau
Chairman, Board of County
Commissioners

Attested to: City Clerk

Attested to: County Clerk

Date: _____

Date: _____

ADDENDUM TO PROFESSIONAL CONSULTANT'S AGREEMENT

THIS ADDENDUM to that certain agreement for Professional Consultant's services between MARVIN HILL AND ASSOCIATES, as Consultant, and NASSAU COUNTY and CITY OF FERNANDINA BEACH, as client, dated March 12, 1987, is entered into this 10TH day of April, 1987, as follows:

1. Consultant and Client respectively agree that their agreement referenced above, is supplemented and modified to the extent that the parties agree that Consultant shall indemnify and hold Client and State of Florida, Department of Community Affairs, harmless against all claims of whatever nature made against Consultant or arising out of the performance of work by consultant under this Contract.

2. The parties further agree that Consultant and Client shall comply with the conditions of the contract between Client and the State of Florida, Department of Community Affairs for the program funding, dated February 10, 1987, which by reference is incorporated herein.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

Witness:

[Signature]
Janis K. Sleet

MARVIN HILL AND ASSOCIATES

By: [Signature]

Attest:

BOARD OF COUNTY COMMISSIONERS OF
NASSAU COUNTY

By: [Signature]

By: [Signature]

Its: Chairman

Attest:

CITY OF FERNANDINA BEACH

By: [Signature]

Its: City Clerk

By: [Signature]

Its: Mayor-Commissioner