

City of Jacksonville, Florida

Lenny Curry, Mayor

City Hall at St. James
117 W. Duval St.
Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

October 4, 2022

The Honorable Terrance Freeman, President
The Honorable Kevin Carrico, LUZ Chair
And Members of the City Council
City Hall
117 West Duval Street
Jacksonville, Florida 32202

RE: Planning Commission Advisory Report
Ordinance No.: 2022-640 Application for: 11230 San Jose Boulevard

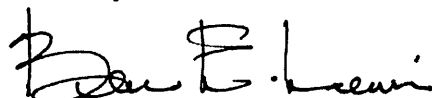
Dear Honorable Council President Freeman, Honorable Council Member and LUZ Chairperson Carrico and Honorable Members of the City Council:

Pursuant to the provisions of Section 656.129 *Advisory recommendation on amendment to Zoning Code or rezoning of land* of the Zoning Code, the Planning Commission voted to recommend approval with no conditions.

Planning Commission Vote: 8-0

If you have any questions or concerns, please do not hesitate to contact me at your convenience.

Sincerely,



Bruce E. Lewis
City Planner Supervisor – Current Planning Division
City of Jacksonville - Planning and Development Department
214 North Hogan Street, Suite 300
Jacksonville, FL 32202
(904) 255-7820
blewis@coj.net

REPORT OF THE PLANNING AND DEVELOPMENT DEPARTMENT FO

APPLICATION FOR REZONING ORDINANCE 2022-0640

SEPTEMBER 22, 2022

The Planning and Development Department hereby forwards to the Planning Commission, Land Use and Zoning Committee, and City Council its comments and recommendation regarding Application for Rezoning Ordinance 2022-0640.

Location: 11230 San Jose Boulevard

Real Estate Number: 156056-0000

Current Zoning District: Planned Unit Development (PUD)

Proposed Zoning District: Residential Low Density-100B (RLD-100B)

Current Land Use Category: Low Density Residential (LDR)

Planning District: Southeast, District 3

Applicant/Agent Autumn L. Martinage
Alphazet Development, LLC
9838 Old Baymeadows Road, #105
Jacksonville, Florida 32256

Owner: Mark Seagle
Mandarin Baptist Church, Inc.
11230 San Jose Boulevard
Jacksonville, Florida 32223

Staff Recommendation: **APPROVE WITH RECOMMENDATION TO REZONE TO RESIDENTIAL LOW DENSITY-100A (RLD-100A)**

GENERAL INFORMATION

Application for Rezoning Ordinance 2022-0640 seeks to rezone approximately 0.40± acres of property from Planned Unit Development (PUD) to Residential Low Density-100B (RLD-100B). The request is to permit the current house to be used again as a single-family dwelling in order to subdivide the property. The property is currently located in the Low Density Residential (LDR) land use category within the Suburban Development Area of the Future Land Use Element of the 2030 Comprehensive Plan.

STANDARDS, CRITERIA AND FINDINGS

Pursuant to Section 656.125 of the Zoning Code, an applicant for a proposed rezoning bears the burden of proving, by substantial competent evidence, that the proposed rezoning is consistent with the City's comprehensive plan for future development of the subject parcel. In determining whether a proposed rezoning is consistent with the 2030 Comprehensive Plan, the Planning and Development Department considers several factors, including (a) whether it is consistent with the functional land use category identified in the Future Land Use Map series of the Future Land Use Element; (b) whether it furthers the goals, objectives and policies of the Comprehensive Plan; and (c) whether it conflicts with any portion of the City's land use regulations. Thus, the fact that a proposed rezoning is permissible within a given land use category does not automatically render it consistent with the 2030 Comprehensive Plan, as a determination of consistency entails an examination of several different factors.

1. Is the proposed rezoning consistent with the 2030 Comprehensive Plan?

No. The Planning and Development Department finds that the subject property is located in the Low Density Residential (LDR) functional land use category as defined by the Future Land Use Map series (FLUMs) contained within the Future Land Use Element (FLUE) adopted as part of the 2030 Comprehensive Plan.

Low Density Residential (LDR) is a category intended to provide for low-density residential development. Principal uses in the LDR land use category in the Suburban Development Area include single family and multi-family dwellings. While the applicant's intent is to utilize the structure on site as a single-family residence, the density restrictions in LDR category in the Suburban Development Area include the following:

The maximum gross density in the Suburban Area shall be 7 units/acre when full urban services are available to the site and there shall be no minimum density: except as provided herein:

- The maximum gross density shall be 2 units/acre and the minimum lot size shall be half an acre when both centralized potable water and wastewater are not available.
- The maximum gross density shall be 4 units/acre and the minimum lot size shall be ¼ of an acre if either one of the centralized potable water or wastewater services are not available.

According to the applicant, the site is not connected to central water and wastewater services and will utilize well and septic. The LDR land use category allows a maximum gross density of 2 units/acre with a minimum lot size of half of an acre when central water and wastewater are not available. The proposed rezoning to RLD-100B is not consistent with the density limitations of the LDR land use category. In order to accommodate the existing single-family residential use, the site should be at least a half of an acre in size.

Therefore, the proposed rezoning is not consistent with the FLUMs adopted as part of the 2030 Comprehensive Plan pursuant to Chapter 650 Comprehensive Planning for Future Development of the Ordinance Code.

2. ***Does the proposed rezoning further the goals, objectives and policies of the 2030 Comprehensive Plan?***

No. This proposed rezoning to Residential Low Density-100B (RLD-100B) is not consistent with the 2030 Comprehensive Plan. However, Staff recommends that the proposed property be rezoned to Residential Low Density-100A (RLD-100A) in order to be consistent with the 2030 Comprehensive Plan and further the following goals, objectives and policies contained herein, including:

Future Land Use Element

Objective 1.1

Ensure that the type, rate, and distribution of growth in the City results in compact and compatible land use patterns, an increasingly efficient urban service delivery system and discourages proliferation of urban sprawl through implementation of regulatory programs, intergovernmental coordination mechanisms, and public/private coordination.

Policy 3.1.3

Protect neighborhoods from potential negative impacts by providing a gradation of uses and scale transition. The Land Development Regulations shall be amended to provide for an administrative process to review and grant, when appropriate, relief from the scale transition requirements.

Airport Environment Zone

The site is located within the 300-foot Height and Hazard Zone for Naval Air Station Jacksonville. Zoning will limit development to a maximum height of 300 feet, unless approved by the Jacksonville Aviation Authority or the Federal Aviation Administration. Uses located within the Height and Hazard Zone must not create or increase the potential for such hazards as electronic interference, light glare, bird strike hazards or other potential hazards to safe navigation of aircraft as required by Section 656.1005.1(d).

Objective 2.5

Support and strengthen the role of Jacksonville Aviation Authority (JAA) and the United States Military in the local community and recognize the unique requirements of the City's other airports (civilian and military) by requiring that all adjacent development be compatible with aviation-related activities.

Archaeological Sensitivity

According to the Duval County Archaeological Predictive Model, the subject property is located within an area of high sensitivity for the presence of archaeological resources. Projects that move forward through the Site Review process may be required to perform a Professional Archaeological Reconnaissance Survey. If archaeological resources are found during future development/redevelopment of the site, Section 654.122 of the Code of Subdivision Regulations should be followed.

3. Does the proposed rezoning conflict with any portion of the City's land use regulations?

Yes. The proposed rezoning is in conflict with a portion of the City's land use regulations. The proposed rezoning to RLD-100B is not consistent with the density limitations of the LDR land use category. In order to accommodate the existing single-family residential use, the site should be at least a half of an acre in size. However, if approved as recommended by the Staff of the Planning and Development Department, the subject property will be rezoned from PUD to RLD-100A allowing for the existing single-family dwelling unit on half of an acre.

SURROUNDING LAND USE AND ZONING

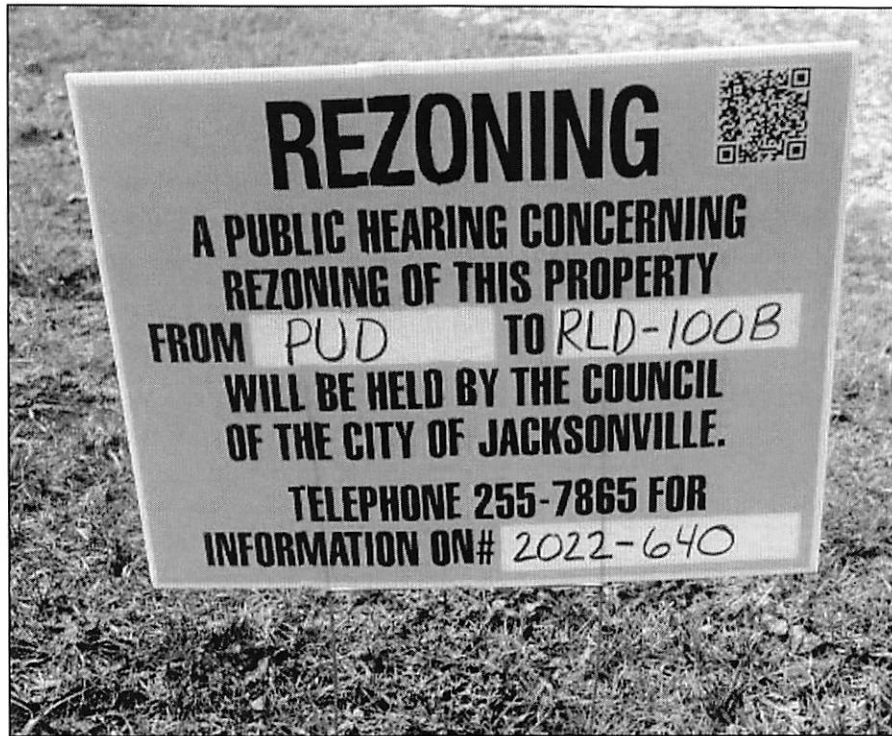
The subject site is located on the west side of San Jose Boulevard between San Jose Boulevard and Old River Road. The surrounding area is zoned for residential living and commercial uses. This request for rezoning to RLD-100B would create lots out of character for the surrounding area. The adjacent land use categories and zoning districts are as follows:

Adjacent Property	Land Use Category	Zoning District	Current Use
North	RPI	CO	Office
South	RPI	CO	Vacant
East	CGC	CCG-1	Retail Stores
West	LDR	RR-Acre	Single Family Dwelling

It is the opinion of the Planning and Development Department that the requested rezoning to RLD-100B will not be consistent and compatible with the surrounding uses, and therefore recommends the property to be rezoned to RLD-100A.

SUPPLEMENTARY INFORMATION

Upon visual inspection of the subject property on **August 25, 2022** by the Planning and Development Department, the required Notice of Public Hearing sign was posted.



RECOMMENDATION

Based on the foregoing, it is the recommendation of the Planning and Development Department that Application for Rezoning Ordinance 2022-0640 be **APPROVED WITH RECOMMENDATION TO REZONE TO RESIDENTIAL LOW DENSITY-100A (RLD-100A)**.

Source: JaxGIS Map

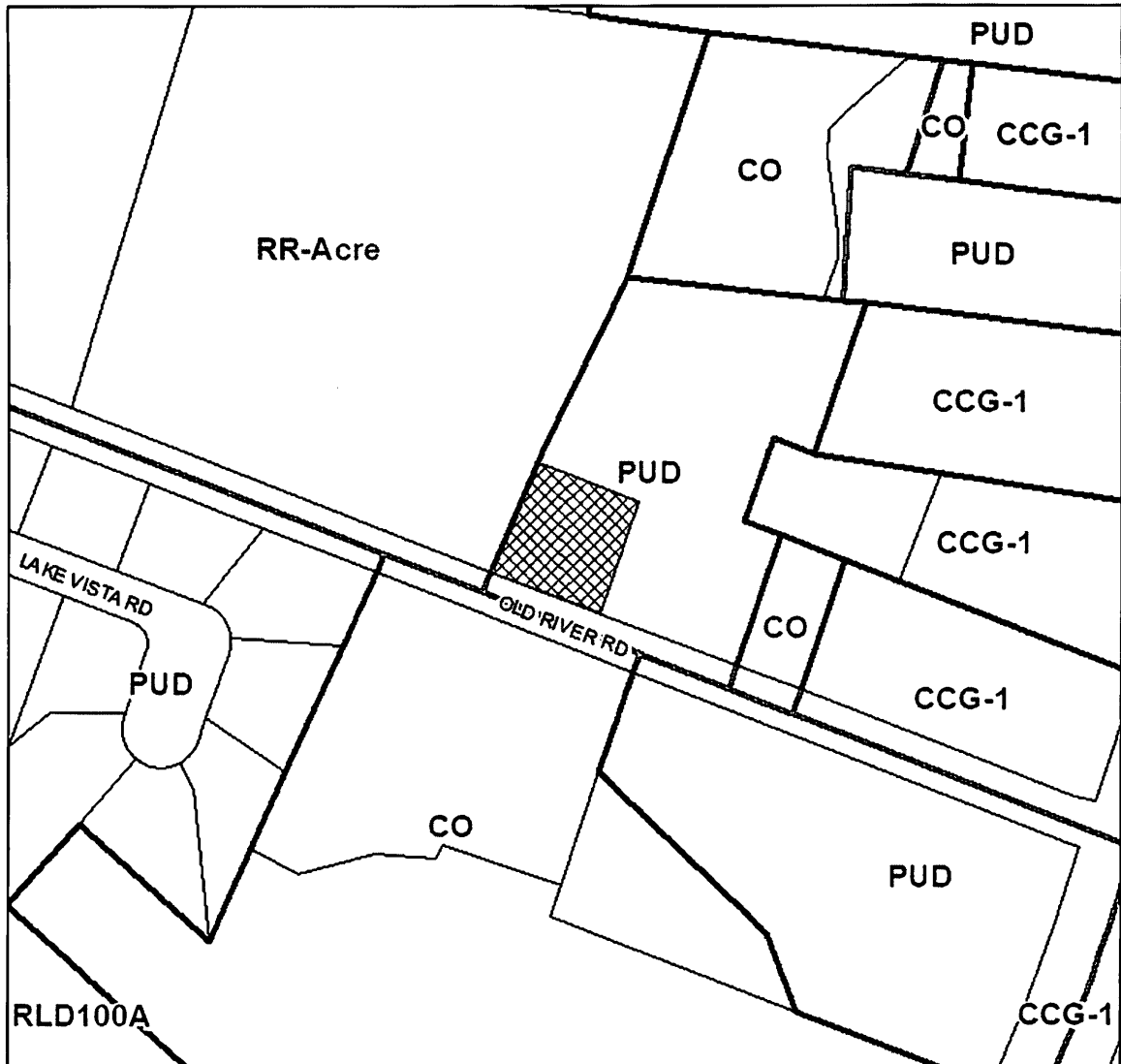
Aerial View

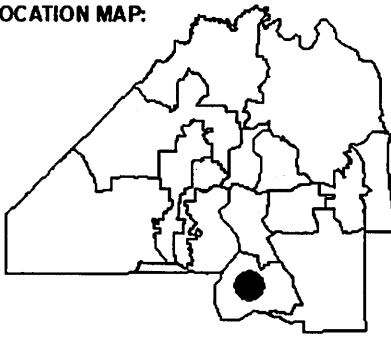
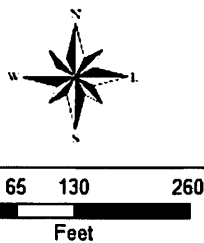




View of Subject Property

Source: Planning & Development Department 08/23/2022



<p>REQUEST SOUGHT:</p> <p>FROM: PUD</p> <p>TO: RLD-100B</p>	<p>LOCATION MAP:</p> 	 <p>0 65 130 260 Feet</p> <p>COUNCIL DISTRICT: 6</p>
<p>TRACKING NUMBER</p> <p>T-2022-4306</p>		<p>EXHIBIT 2 PAGE 1 OF 1</p>

Application For Rezoning To Conventional Zoning District

Planning and Development Department Info

Ordinance # 2022-0640 Staff Sign-Off/Date BMF / 07/27/2022
 Filing Date 07/28/2022 Number of Signs to Post N/A
 Hearing Dates:
 1st City Council 09/27/2022 Planning Commission 09/22/2022
 Land Use & Zoning 10/04/2022 2nd City Council 10/11/2022
 Neighborhood Association MANDARIN GARDEN CLUB, GATES OF OLDE MANDARIN ARCH
 Neighborhood Action Plan/Corridor Study N/A

Application Info

Tracking # 4306 Application Status PAID
 Date Started 05/31/2022 Date Submitted 06/13/2022

General Information On Applicant

Last Name First Name Middle Name
 MARTINAGE AUTUMN L
 Company Name
 ALPHAZET DEVELOPMENT
 Mailing Address
 9838 OLD BAYMEADOWS RD, #105
 City State Zip Code
 JACKSONVILLE FL 32256
 Phone Fax Email
 9044772675 904 ALTUCK@GMAIL.COM

General Information On Owner(s)

Check to fill first Owner with Applicant Info

Last Name First Name Middle Name
 SEAGLE MARK
 Company/Trust Name
 MANDARIN BAPTIST CHURCH
 Mailing Address
 11230 SAN JOSE BLVD
 City State Zip Code
 JACKSONVILLE FL 32223
 Phone Fax Email
 9042685503 MSEAGLE@MANDARINBAPTIST.ORG

Property Information

Previous Zoning Application Filed For Site?

If Yes, State Application No(s) 2003-930

Map RE#	Council District	Planning District	From Zoning District(s)	To Zoning District
Map 156056 0000	6	3	PUD	RLD-100B

Ensure that RE# is a 10 digit number with a space (##### #)

Existing Land Use Category

LDR

Land Use Category Proposed?

If Yes, State Land Use Application #

Total Land Area (Nearest 1/100th of an Acre) 0.40

Justification For Rezoning Application

TO ALLOW THE HOUSE TO BE USED AS A SINGLE-FAMILY RESIDENCE AGAIN. PARTIAL REZONING OF SITE. PROPERTY IS BEING SUBDIVIDED.

Location Of Property

General Location

EAST SIDE OF SAN JOSE BLVD, NORTH OF OLD RIVER ROAD

House #	Street Name, Type and Direction	Zip Code
11230	SAN JOSE BLVD	32223

Between Streets

SAN JOSE BLVD and OLD RIVER ROAD

Required Attachments For Formal, Complete application

The following items must be attached to each application in the order prescribed below. All pages of the application must be on 8½" X 11" paper with provision for page numbering by the staff as prescribed in the application instructions manual. Please check each item below for inclusion of information required.

- Exhibit 1** A very clear, accurate and legible legal description of the property on the form provided with application package (Exhibit 1). The legal description (which may be either lot and block or metes and bounds) should not be a faint or distorted copy that is difficult to read or duplicate.
- Exhibit A** Property Ownership Affidavit – Notarized Letter(s).
- Exhibit B** Agent Authorization - Notarized letter(s) designating the agent.

Supplemental Information

Supplemental Information items are submitted separately and not part of the formal application

One copy of the Deeds to indicate proof of property ownership.

Public Hearings And Posting Of Signs

No application will be accepted until all the requested information has been supplied and the required fee has been paid. Acceptance of a completed application does not guarantee its approval by the City Council. The applicant will be notified of public hearing dates on this application upon the filing of the application. The applicant or authorized agent **MUST BE PRESENT** at the public hearings. The required SIGN(S) must be **POSTED** on the property **BY THE APPLICANT** within 5 days after the filing of an application. The sign(s) may be removed only after final action of the Council and must be removed within 10 days of such action.

The applicant must also pay for the required public notice stating the nature of the proposed request which is required to be published in an approved newspaper **AT LEAST 14 DAYS IN ADVANCE OF THE PUBLIC HEARING**. (The Daily Record - 10 North Newnan Street, Jacksonville, FL 32202 • (904) 356-2466 • Fax (904) 353-2628) Advertising costs are payable by the applicant directly to the newspaper and the applicant must furnish **PROOF OF PUBLICATION** to the Planning and Development Department, 214 North Hogan Street, Ed Ball Building, Suite 300, Jacksonville, Florida, 32202, prior to the public hearing.

Application Certification

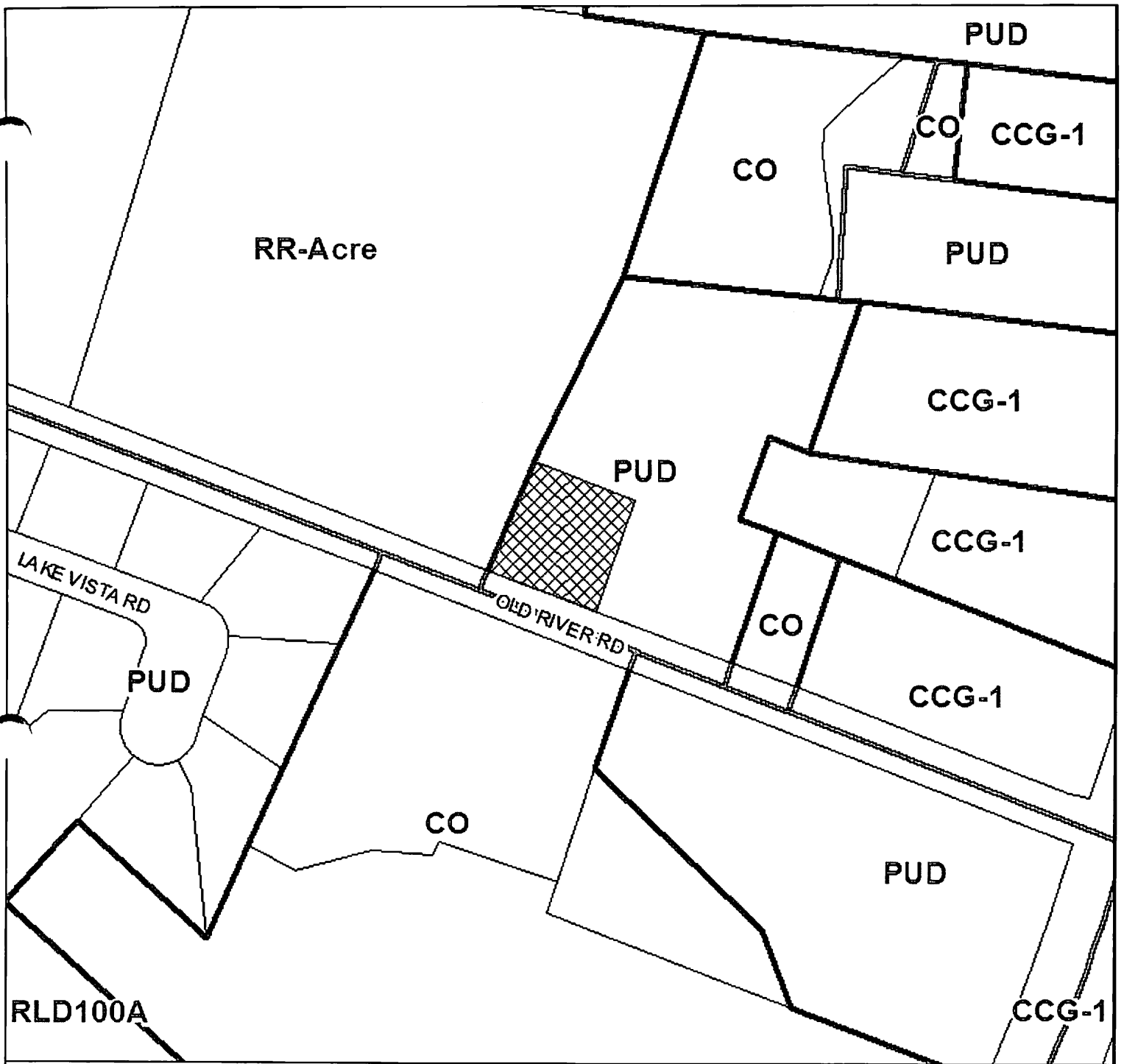
I, hereby, certify that I am the owner or the authorized agent of the owner(s) of the property described herein, that all answers to the questions in this application and all information contained in the material attached to and made a part of this application, are accurate and true to the best of my knowledge and belief. I also attest by my signature that all required information for this rezoning application is completed and duly attached in the prescribed order. Furthermore, if the package is found to be lacking the above requirements, I understand that the application will be returned for correct information.

Agreed to and submitted

Filing Fee Information

- 1) Rezoning Application's General Base Fee: \$2,000.00**
- 2) Plus Cost Per Acre or Portion Thereof**
 - 0.40 Acres @ \$10.00 /acre: \$10.00**
- 3) Plus Notification Costs Per Addressee**
 - 19 Notifications @ \$7.00 /each: \$133.00**
- 4) Total Rezoning Application Cost: \$2,143.00**

NOTE: Advertising Costs To Be Billed to Owner/Agent

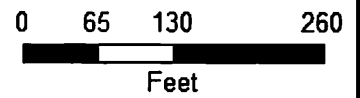
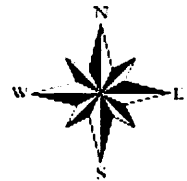
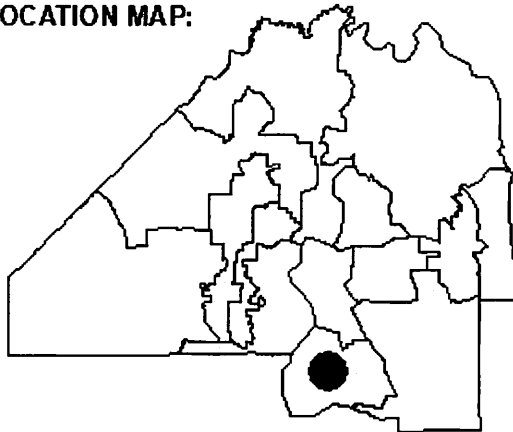


REQUEST SOUGHT:

FROM: PUD

TO: RLD-100B

LOCATION MAP:



COUNCIL DISTRICT:

6

TRACKING NUMBER

T-2022-4306

**EXHIBIT 2
PAGE 1 OF 1**

Legal Description

A PORTION OF THE HENRY HARTLEY DONATION, SECTION 7, TOWNSHIP 4 SOUTH, RANGE 27 EAST, DUVAL COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE INTERSECTION OF THE WESTERLY RIGHT OF WAY LINE OF SAN JOSE BOULEVARD (A 120 FOOT RIGHT OF WAY, AS NOW ESTABLISHED) WITH THE NORTHERLY RIGHT OF WAY LINE OF OLD RIVER ROAD (A 50 FOOT RIGHT OF WAY, AS NOW ESTABLISHED); THENCE NORTH 68°50'50" WEST, ALONG SAID NORTHERLY RIGHT OF WAY LINE OF OLD RIVER ROAD, 625.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE NORTH 68°50'50" WEST, ALONG LAST SAID LINE, 125.00 FEET TO THE EASTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 19132, PAGE 1872 OF THE CURRENT PUBLIC RECORDS OF SAID COUNTY; THENCE NORTH 18°28'00" EAST, ALONG LAST SAID LINE, 140.00 FEET; THENCE SOUTH 68°50'50" EAST, 125.00 FEET; THENCE SOUTH 18°28'00" WEST, 140.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.40 ACRES, MORE OR LESS.

WARRANTY DEED
INDIVID. TO INDIVID.

6067 2029

RAMCO FORM 01

This Warranty Deed Made the 30th day of December 1985 by

JERRY E. JOHNSTON and PATRICIA A. JOHNSTON, his wife,
hereinafter called the grantor, to

MANDARIN BAPTIST CHURCH, INC., a Florida corporation,

whose postoffice address is 11244 San Jose Boulevard, Jacksonville, Florida 32217
hereinafter called the grantee:

Witnesseth: That the grantor for and in consideration of the sum of \$ 10.00 and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, conveys, releases, conveys and confirms unto the grantee all that certain land situate in Duval County Florida, viz:

See Exhibit "A" attached hereto and by this reference made a part hereof.



Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining

To Have and to Hold, the same in fee simple forever

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple, that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever, and that said land is free of all encumbrances, except taxes accruing subsequent to December 31 1985, and covenants, restrictions and easements of record, if any.

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written

Signed, sealed and delivered in our presence.

Dayna V. [Signature]
Paul A. [Signature]

Jerry E. Johnston U.S.
Patricia A. Johnston U.S.
Jerry E. Johnston
Patricia A. Johnston

STATE OF FLORIDA
COUNTY OF DUVAL

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared

Jerry E. Johnston and Patricia A. Johnston, his wife,

to me known to be the persons described in and who executed the foregoing instrument and they acknowledged before me that they executed the same

WITNESS my hand and official seal in the County and State last aforesaid this 30th day of December A. D. 19 85.

[Signature]
Notary Public-State of Florida at Large

This instrument prepared by:
Address My Commission Expires:

Notary Public - State of Florida
My Commission Expires April 22, 1988

Prepared by and Return to: Mark A. Reinsch, Esquire
P. O. Box 108240
Jacksonville, Florida 32247

Exhibit "A"

That certain piece, parcel or tract of land, situate, lying and being a part of the Henry Hartley Donation, Section 7, Township 4 South, Range 27 East, City of Jacksonville, Duval County, Florida, and being more particularly described as follows: Commencing at the intersection of the Northerly right of way line of Old River Road and the Westerly right of way line of State Road No. 13 (both as now established); thence North 68°50'50" West along said Northerly right of way line of Old River Road, 450.00 feet to a point situate in the Southwest corner of the lands described in deed recorded in Official Records Volume 2692, Page 816, of the current public records of said county, for a point of beginning; thence North 18°28'00" East along the West line of said last mentioned lands, 165.00 feet to the Northwest corner thereof; thence North 68°50'50" West along the South line of those certain lands described in deed recorded in Official Records Volume 3192, Page 470, 45.37 feet to the Southwest corner thereof; thence North 19°17'10" East along the Westerly line of said last mentioned lands, 102.81 feet to the Northwest corner thereof; thence South 68°50'50" East along the Northerly line of said last mentioned lands, 50.00 feet to the Southwest corner of the lands described in deed recorded in Official Records Volume 2767, Page 911, of said current public records, thence North 19°17'10" East along the Westerly line of said last mentioned lands, 186.0 feet to the Northwest corner thereof, thence North 83°10'00" West along the Southerly line of those lands described in deed recorded in Deed Book 1369, Page 289, of said current public records, 275.72 feet to a point situate in the Easterly line of those certain lands described in Official Records Volume 2503, Page 971; thence South 38°28'00" West along said last mentioned Easterly line, 222.00 feet to an angle point in said Easterly line; thence continuing along said Easterly line, South 18°28'00" West, 165.00 feet to said Northerly right of way line of Old River Road; thence South 68°50'50" East along said Northerly right of way line, 300.00 feet to the point of beginning.

36- 1141

AN 2 52 11 1966

CLERK OF THE PUBLIC
 RECORDS, DUVAL COUNTY, FLA.
[Signature]
 CLERK OF PUBLIC COURT

EXHIBIT A - Property Ownership Affidavit

Date: June 10, 2022

City of Jacksonville
Planning and Development Department
214 North Hogan Street, Suite 300,
Jacksonville, Florida 32202

Re: Property Owner Affidavit for the following site location:
11230 San Jose Blvd., Jacksonville, Florida (RE# 156056 0000)

To Whom it May Concern:

I MANDARIN BAPTIST CHURCH, INC. hereby certify that I am the Owner of the property described in Exhibit 1 in connection with filing application(s) for rezoning submitted to the Jacksonville Planning and Development Department.

If Owner is Individual:

If Owner is Corporate Entity:*

Print Corporate Name:

Mandarin Baptist Church, Inc

By _____

By [Signature]

Print Name: _____

Print Name: Robert Pinder

Its: Trustee

*If Owner is Corporate Entity, please provide documentation illustrating that signatory is an authorized representative of Owner; this may be shown through corporate resolution, power of attorney, printout from sunbiz.org, etc.

**STATE OF FLORIDA
COUNTY OF DUVAL**

Sworn to and subscribed and acknowledged before me this 10th day of June 2022 by Robert Pinder, who is personally known to me and who took an oath.

[Signature]

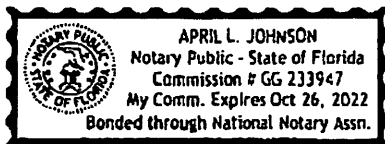
(Signature of NOTARY PUBLIC)

April L. Johnson

(Printed name of NOTARY PUBLIC)

State of Florida at Large.

My commission expires: 10/26/2022





[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Not For Profit Corporation
MANDARIN BAPTIST CHURCH, INC.

Filing Information

Document Number	763809
FEI/EIN Number	59-1105015
Date Filed	06/18/1982
State	FL
Status	ACTIVE
Last Event	AMENDED AND RESTATED ARTICLES
Event Date Filed	10/09/2020
Event Effective Date	NONE

Principal Address

11244 SAN JOSE BLVD.
JACKSONVILLE, FL 32223

Changed: 07/13/1990

Mailing Address

11244 SAN JOSE BLVD.
JACKSONVILLE, FL 32223

Changed: 01/04/2010

Registered Agent Name & Address

BEATY, LINDA I
3255 RICKY ROAD
JACKSONVILLE, FL 32223

Name Changed: 01/12/2016

Address Changed: 01/12/2016

Officer/Director Detail

Name & Address

Title Treasurer

BEATY, LINDA

3255 Ricky Rd.
Jacksonville, FL 32223

Title Trustee

Pinder, Robert
3857 Red's Gait Ln.
Jacksonville, FL 32223

Title Trustee

Lampp, David
11730 Sparkleberry Ln.
Jacksonville, FL 32223

Title President

Grant, Michael
1500 Calming Water Drive
\$3103
Fleming Island, FL 32003

Title VP

Brown, Jeff
12037 Massive Oaks Ct.
Jacksonville, FL 32223

Title Pastor

Seagle, Mark
205 West Adelaide Drive
Saint Johns, FL 32259

Title Trustee

Ron, Carr
6025 Chester Ave.
Jacksonville, FL 32217

Annual Reports

Report Year	Filed Date
2020	01/21/2020
2021	04/27/2021
2022	04/05/2022

Document Images

04/05/2022 -- ANNUAL REPORT	View image in PDF format
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04/27/2021 -- ANNUAL REPORT	View image in PDF format
---	--

10/09/2020 -- Amended and Restated Articles	View image in PDF format
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<u>01/21/2020 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/29/2019 -- ANNUAL REPORT</u>	View image in PDF format
<u>12/19/2018 -- REINSTATEMENT</u>	View image in PDF format
<u>01/09/2017 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/12/2016 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/12/2015 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/07/2014 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/22/2013 -- ANNUAL REPORT</u>	View image in PDF format
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<u>01/04/2011 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/04/2010 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/14/2009 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/08/2008 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/03/2007 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/30/2006 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/12/2005 -- ANNUAL REPORT</u>	View image in PDF format
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<u>02/18/1997 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/13/1996 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/11/1995 -- ANNUAL REPORT</u>	View image in PDF format

2022 FLORIDA NOT FOR PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# 763809

Entity Name: MANDARIN BAPTIST CHURCH, INC.

FILED
Apr 05, 2022
Secretary of State
9130225612CC

Current Principal Place of Business:

. 1244 SAN JOSE BLVD.
JACKSONVILLE, FL 32223

Current Mailing Address:

11244 SAN JOSE BLVD.
JACKSONVILLE, FL 32223 US

FEI Number: 59-1105015

Certificate of Status Desired: Yes

Name and Address of Current Registered Agent:

BEATY, LINDA I
3255 RICKY ROAD
JACKSONVILLE, FL 32223 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: LINDA I. BEATY

04/05/2022

Electronic Signature of Registered Agent

Date

Officer/Director Detail :

Title TREASURER
Name BEATY, LINDA
Address 3255 RICKY RD.
City-State-Zip: JACKSONVILLE FL 32223

Title TRUSTEE
Name PINDER, ROBERT
Address 3857 RED'S GAIT LN.
City-State-Zip: JACKSONVILLE FL 32223

Title TRUSTEE
Name LAMPP, DAVID
Address 11730 SPARKLEBERRY LN.
City-State-Zip: JACKSONVILLE FL 32223

Title PRESIDENT
Name GRANT, MICHAEL
Address 1500 CALMING WATER DRIVE
 \$3103
City-State-Zip: FLEMING ISLAND FL 32003

Title VP
Name BROWN, JEFF
Address 12037 MASSIVE OAKS CT.
City-State-Zip: JACKSONVILLE FL 32223

Title PASTOR
Name SEAGLE, MARK
Address 205 WEST ADELAIDE DRIVE
City-State-Zip: SAINT JOHNS FL 32259

Title TRUSTEE
Name RON, CARR
Address 6025 CHESTER AVE.
City-State-Zip: JACKSONVILLE FL 32217

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: LINDA BEATY

TREASURER

04/05/2022

Electronic Signature of Signing Officer/Director Detail

Date

EXHIBIT B - Agent Authorization Affidavit- Property Owner

Date: June 10, 2022

City of Jacksonville
Planning and Development Department
214 North Hogan Street, Suite 300,
Jacksonville, Florida 32202

Re: Agent Authorization for the following site location: 11230 San Jose Blvd., Jacksonville, Florida
(RE# 156056 0000)

To Whom it May Concern:

You are hereby advised that the undersigned is the owner of the property described in Exhibit 1 attached hereto. Said owner hereby authorizes and empowers Autumn L Martinage, AlphaZet Development, LLC to act as agent to file application(s) for Mandarin Baptist Church, Inc. for the above-referenced property and in connection with such authorization to file such applications, papers, documents, requests and other matters necessary for such requested change.

If Owner is Individual:

If Owner is Corporate Entity:*

Print Corporate Name:

Mandarin Baptist, Inc.

By _____

By [Signature]

Print Name: _____

Print Name: Robert Pinder

Its: Trustee

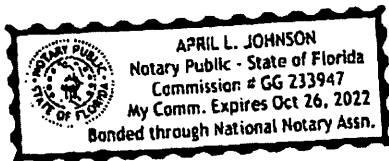
*If Owner is Corporate Entity, please provide documentation illustrating that signatory is an authorized representative of Owner; this may be shown through corporate resolution, power of attorney, printout from sunbiz.org, etc.

STATE OF FLORIDA
COUNTY OF DUVAL

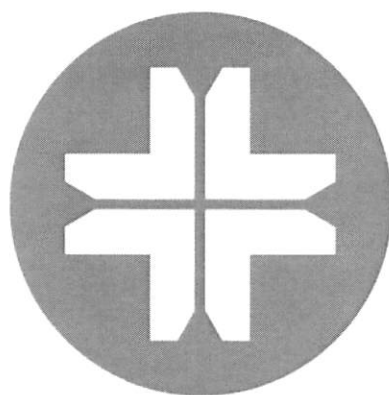
Sworn to and subscribed and acknowledged before me this 10th day of June
2022, by Robert Pinder, who is personally known to me,
and who took an oath.

[Signature]
(Signature of NOTARY PUBLIC)

April L Johnson (April L. Johnson)
(Printed name of NOTARY PUBLIC)



State of Florida at Large.
My commission expires: 10/26/22



The Constitution and Bylaws of Mandarin Baptist Church

Revised/Approved:

February 28, 2021

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CONSTITUTION

Preamble

We declare and establish this Constitution to preserve and secure the principles of our faith and to govern the Body of Christ with grace and order. This Constitution will preserve the liberties of each individual member of the church and ensure freedom of action of independence from any religious body or organization. This declaration provides for a framework of orderly conduct for dealing with internal affairs and governing of church members.

ARTICLE ONE - NAME AND LOCATION

This church shall continue to be known as MANDARIN BAPTIST CHURCH, and located at 11244 San Jose Blvd., Jacksonville, FL 32223 (referred to hereinafter as the “Church”).

ARTICLE TWO - CHURCH AFFILIATION

The Church chooses to cooperate with the Southern Baptist Convention, the Florida Baptist Convention, and/or the Jacksonville Baptist Association.

ARTICLE THREE - MISSION AND PURPOSE

The Church exists to advance the Great Commission and Great Commandment together as a faith family (Matthew 28:18-20; Matthew 22:37-40). We will share in that mission of disciple-making as we encourage one another to elevate the gospel, equip the saints, and serve locally and globally. We are the generations declaring God’s redemptive and grace-filled work. (Psalm 145:4)

The purposes of Mandarin Baptist Church are:

- To uphold the gospel, which is the proclamation of new life in Christ for all who believe and receive. The gospel is the work of Christ in the heart and life of His people and is of first importance. (I Corinthians 15.1-3)
- To grow in the grace and the knowledge of Christ, experiencing transformation into His likeness through a love relationship with Him that is real and personal. (Matthew 22.37-40; Romans 12.1-2)
- To serve God locally, nationally, and internationally by fulfilling the Great Commission of Jesus Christ. (Matthew 28:19-20)
- To serve one another with love and in care. As generations, declaring the wonder of God’s works and proclaiming His mighty acts. (Psalm 145.4)

- To fulfill the role of the New Testament Church, carrying His name in the making of disciples who are fully committed to Jesus and to one another. (Acts 2; Matthew 28.19-20)

ARTICLE FOUR - ARTICLES OF FAITH

The core beliefs of the Church are directly derived from the writings found in the Holy Bible, and are consistent with the statement entitled “The Baptist Faith and Message” which was approved by the messengers to the Southern Baptist Annual Convention in the year 2000. This statement is hereby incorporated by reference as the Church’s Articles of Faith. Copies of the Baptist Faith and Message, 2000 are available in the Church office and online at: <https://bfm.sbc.net/bfm2000/>.

ARTICLE FIVE- CHURCH COVENANT

By God’s grace and through faith, having received the gift of life in the Lord Jesus Christ, we now, depending upon the Holy Spirit, establish this covenant with one another.

- In all we do, we will aim to glorify and enjoy the God of our salvation, from whom and through whom and to whom are all things: to Him be all glory forever! (1 Corinthians 10:31; Rom. 11:36)
- We will eagerly maintain the unity of the Spirit in the bond of peace by walking together in love and in the Spirit and by putting away all strife, anger and discordant speech. (Eph. 4:3; Gal. 5:16, 25; Eph. 4:29, 31)
- With humility and gentleness, patience and love, we will be kind to one another, tenderhearted, forgiving each other, even as God, for Christ’s sake, has forgiven us. (Eph. 4:1-2; Luke 17:3; Col. 3:13; 1 Thess. 5:11; 1 Pet. 1:22)
- We will carry each other’s burdens, rejoicing with those who rejoice and weeping with those who weep. (Gal. 6:2; Rom. 12:15)
- We will grow, as generations, in the grace and knowledge of Christ, seeking to walk in a way that elevates the gospel of Christ before our family, friends, and neighbors (Prov. 22:6; Eph. 6:4; 1 Pet. 3:1).
- We will strive to live self-controlled, upright, and godly lives in this present age, in anticipation of the hope, the appearing of the glory of our great God and Savior Jesus Christ. (Gal. 5:22-24; Titus 2:12; 1 Pet. 1:14)
- We will not neglect to gather together, but will support and treasure the Word of Christ dwelling among us richly, the faithful observance of baptism and the Lord’s Supper, and the loving expression of church discipline. (Heb. 10:25; 2 Tim. 4:2; Acts 2:38; 1 Cor. 11:26; Matt 18:17; 1 Cor. 5:13)
- We will contribute joyfully and generously to the expenses of the church, the relief of the poor, and the advancement of the gospel both to our neighbors and the nations. (Matt. 28:19; Luke 12:33; 2 Cor. 9:7)

- We will, when we move from this place, unite as soon as possible with some other church where we can carry out the spirit of this covenant and the principles of God’s Word.
- In all these things, we rely on our God in Christ who is the image of the invisible God, Head of His Church and everlasting in glory, as written:

He is the image of the invisible God, the firstborn over all creation. For everything was created by him, in heaven and on earth, the visible and the invisible, whether thrones or dominions or rulers or authorities— all things have been created through him and for him. He is before all things, and by him all things hold together. He is also the head of the body, the church; he is the beginning, the firstborn from the dead, so that he might come to have first place in everything. For God was pleased to have all his fullness dwell in him, and through him to reconcile everything to himself, whether things on earth or things in heaven, by making peace through his blood, shed on the cross. - Colossians 1.15-20

In and because of Jesus we pray, Amen.

**ARTICLE SIX-
CHURCH GOVERNANCE**

The membership of Mandarin Baptist Church retains unto itself the right of exclusive self-government in all phases of its life and organization. Governance shall be carried out as prescribed in the Bylaws of the church in the manner it chooses to organize itself. The government of Mandarin Baptist Church is vested in its members and recognizes the need for mutual counsel and cooperation with other Baptist organizations liken unto the Jacksonville Baptist Association, Florida Baptist Convention and/or the Southern Baptist Convention.

**ARTICLE SEVEN-
PRIVATE INUREMENT & POLITICAL ACTIVITIES**

The property of Mandarin Baptist Church is irrevocably dedicated to religious and charitable purposes. No part of the net income or assets of this organization shall ever inure to the benefit of any Director/Trustee, officer or member thereof, or to the benefit of any private individual.

Similarly, Mandarin Baptist Church shall not, as a substantial part of its activities, participate or intervene (by publication or distribution of any statements or otherwise) in any political campaign on behalf of—or in opposition to—any specific individual candidate for public office.

**ARTICLE EIGHT-
DISTRIBUTION UPON DISSOLUTION**

In the event that Mandarin Baptist Church must be dissolved, any and all assets remaining after payment, or provision for payment, of all debts and liabilities of the church, shall only be distributed to a nonprofit fund, foundation, or corporation which is affiliated with either the Jacksonville Baptist Association, the Florida Baptist Convention and/or the Southern Baptist

Convention (such entity also being organized and operated exclusively for religious purposes and which has established its tax-exempt status under section 501(c)(3) of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent federal tax law). The specific identity of such entities (or entities) shall be determined by vote of the membership at the time of such dissolution.

ARTICLE NINE-
ADOPTION AND AMENDMENTS

This Constitution (and the Bylaws that follow) supersedes and takes the place of any previous versions of such documents that may have preceded it. This Constitution (and the Bylaw that follow) were adopted upon a validly noticed and called meeting of the membership; a sufficient majority of which voted in favor of adopting the same.

A copy of this Constitution (and the Bylaws that follow) shall at all times be kept by the church office staff and/or stored electronically and made available to church members upon request.

This Constitution may be amended provided the proposed amendment(s) have been presented in writing at a regular church business meeting and then circulated to the membership at least 14 days prior to any vote. Amendments to this Constitution shall require a 75% affirmative vote of the members of the church who are qualified to vote and are present in a validly noticed and called business meeting.

BYLAWS

ARTICLE ONE- CHURCH MEMBERSHIP

Mandarin Baptist Church is a sovereign organization under the lordship of Jesus Christ. The membership retains unto itself the exclusive right of self-government in all phases of the spiritual and temporal life of this church. The membership of this church reserves the exclusive right to determine who shall be members of this church and the conditions of such membership.

1.1 Candidacy for Membership

A person seeking membership shall express their desire and:

- Profess faith in Jesus Christ as their Lord and Savior, followed by baptism, or
- Promise of a letter of recommendation from another church of like faith and practice, or
- Make a statement of prior salvation experience and baptism by immersion.

Thereafter, prior to becoming eligible for membership, the candidate must:

- Complete a membership class that will lend clarity to the mission and vision of the church,
- Agree with the biblical and covenantal unity within the body of Christ expressed within the Articles of Faith and Church Covenant, and
- Have their name presented to the church membership for affirmation at a called business meeting.

1.2 Privileges and Responsibilities of Membership

It is expected that a member's agreement with the Church Covenant as given in the Church Constitution will be visible in his or her life and relationships with the church. Thus, a church member is expected:

- To be faithful in attendance (Hebrews 10:25).
- To help sustain the church through regular giving (1 Corinthians 16:2).
- To bear witness to the Gospel in the world (Acts 1:8).
- To shun destructive chatter (Ephesians 4:29).
- To join in the care and encouragement of members of the fellowship (1 Corinthians 12:26-27).
- To seek service according to church needs and individual spiritual gifts (1 Peter 4:10).
- To display conduct that brings honor to the Lord (Philippians 1:27a).
- To be missions minded (Matthew 28:18-20).
- To biblically express and address grievances with restraint and proportionality, placing high value on unity in the church (Ephesians 4:2-3).
- To study and train for growth in understanding, skill, and spirit (2 Timothy 2:15).

- To pray regularly and specifically for the concerns of the church (Colossians 4:2).
- To honor and defend biblical preaching, teaching, and ministry (2 Timothy 4:2-5).
- To be accountable for these standards (Ephesians 5:21).
- To resign or to accept removal for chronic, striking, and unrepentant indifference to these standards (Matthew 18:15-17).

It is desired that church members participate in the business of the church by attending and voting on matters brought before the membership. Members who have attained at least 16 years of age are entitled to vote on matters presented at business meetings. Unless a higher age is set forth herein, members must be at least 21 years of age at the time of election to serve in any elected office of the Church.

1.3 Discipline, Resolution and Reconciliation

Matters of church discipline, including restoration to membership, shall be directed by the lead pastor and the deacon body based on biblical principles, and should be guided by the following principles.

- It shall be the basic premise of the church to emphasize to its members that every reasonable measure will be taken to assist a troubled member. The senior pastor, deacons, and other members of the church staff are available for counsel and guidance. Redemption rather than punishment should be the guidance which governs the attitude of one member toward another.
- Should some serious condition exist which causes a member to become a liability to the general welfare of the church, every reasonable measure will be taken by the pastor and deacons to resolve the problem. All such proceedings shall be pervaded by a spirit of Christian kindness, forbearance, and confidentiality. If finding that the welfare of the church will best be served by the exclusion of the member, a majority recommendation by the deacon body and the pastor will serve to declare the offender to be no longer in the membership of the church.
- Any person whose membership has been terminated by disciplinary action may request to be restored to membership. Upon evidence of repentance and reformation of the individual the deacon body and lead pastor may restore the member by a majority recommendation after a period of one year in which no other disciplinary actions have been taken.

1.4 Termination of membership will take place by:

1. Death
2. Transfer and alignment with another Baptist church
3. Joining with a church of another denomination
4. Disciplinary action as provided for under the guidelines in Article 8.3 herein
5. Written request that one's name be removed from membership
6. After more than 5 years of no contact or the inability to establish communication with a member by reasonable means, membership may be terminated by a simple majority vote at a called business meeting

1.5 Personal Disputes Between Members

In accordance with the Scriptures, Christians who are members of this body shall not bring public civil lawsuits against other members of this body, or against the Church, in order to resolve their personal disputes.

In an effort to follow the scripture's mandate precluding actions at law against fellow believers (while simultaneously preserving the right to have one's dispute heard and decided), the members of this Church agree to handle all intra-Church disputes in an orderly and Biblically sound manner. To this end, when any dispute arises between one or more members of this Church, the involved member(s) will:

1. Take time to pray about the basis for the dispute as well as the other members involved.
2. After such prayer, the member(s) will approach the other member(s) with whom they have the disagreement and attempt to work through the dispute, in a spirit of love and understanding.
3. If the attempt to address the dispute directly does not result in a resolution, one or more of the members involved will approach the Chairman of Deacons or the Lead Pastor and explain the dispute. The Chairman of the deacons or the Lead Pastor will discuss the dispute and select an appropriate Church leader to meet with the disputing members separately in an effort to fully resolve the dispute.
4. If the above efforts have been fully exhausted and they do not result in a satisfactory resolution of the issues in dispute, the Lead Pastor or Chairman of Deacons shall advise the Church Trustees of the need for extrajudicial mediation or binding arbitration.
5. The Trustees shall thereafter assist the parties in obtaining a Christian mediator or if necessary, a panel of Christian arbitrators to assist in resolving any remaining disputes.

Any mediator or arbitrator participating in such a process must be a Christian of good reputation who affirms the Church's Articles of Faith in its entirety.

Each party shall pay his or her own costs and expenses related to presenting the party's case in mediation or arbitration. The costs of mediation or arbitration, including any fees for the arbitrators is to be shared equally by both parties. The outcome of any mediation or arbitration shall be final and binding on all parties and shall be strictly confidential unless all parties unanimously agree otherwise. The Church trustees shall have the authority to establish the appropriate procedures in a particular case for arbitration or mediation.

ARTICLE TWO- CHURCH BUSINESS MEETINGS

2.1 Notice of Business Meetings

The church will assemble for a business meeting upon recommendation of the Lead Pastor and/or church staff. A business meeting will be announced at least one week prior to the date of the meeting through various forms of communication. The Lead Team will designate a Moderator for business meeting purposes, and when deemed necessary, a substitute may be called.

2.2 Business Meeting Frequency

Regular church business meetings shall be held. The frequency is set so as to ensure the church body is well informed and decisions affecting the business of the church are properly rendered, preferably once every quarter of the year.

At a minimum, the church will assemble each year on or about the end of the fiscal calendar year to approve a budget for the coming fiscal year. This meeting may include selection of deacons, corporate officers, trustees, reports from other ministry teams, and to conduct any other business as needed. This annual meeting will be announced at least one week prior to the date of the meeting through various means of communication.

2.3 Special Business Meetings

A specially called church business meeting may be held to consider special matters of significant nature. A one-week notice of the subject, date, time, and location must be given for the specially called meeting unless extreme urgency renders such notice impracticable. These special meetings should be called by the lead pastor or chairman of deacons.

2.4 Quorum

A quorum consists of those who attend the church business meeting provided the meeting has been properly noticed and called in accordance with the Constitution and/or Bylaws.

2.5 Voting

Voting by the membership at a business meeting is required for:

- Election and dismissal of the Lead Pastor
- Election of Deacons
- Election of corporate officers and trustees
- Approval of an annual budget
- Securing a loan or establishing debt
- Construction of new facilities and/or real property transactions
- Other business deemed critical by the Lead Pastor or Ministerial Staff that needs to be conducted and/or business specifically called out for a congregational vote by these bylaws.

2.6 Voting Procedures

Members of the church 16 years of age or older shall be entitled to vote on business matters by ballot (written or electronic) or by show of hands or verbal affirmation when present at a business meeting.

Members must be present to vote for all business meetings physically held in person. Absentee voting by ballot or electronic voting is acceptable for business meetings not held in person such as those conducted electronically on-line. It will be specifically stated in the business meeting notice what method of voting is acceptable, and should questions of eligibility arise they will be referred to the Lead Pastor and the chairman of the deacons. Voting without discussion of a topic may take place at a business meeting provided ample opportunity was given beforehand to gain clarity or

discuss a given topic. Unless a higher threshold is set forth in the Constitution and/or Bylaws, a simple majority vote affirming the issue (i.e., 50% plus 1) is all that is required to pass routine matters.

2.7 Rules of Order

The unity of the church body and upholding of the mission and vision of the church are the prevailing qualities that should guide a business session. The Moderator is responsible for maintaining order among the faith family and will invoke protocols to guide business sessions as necessary. While not binding, the parliamentary rules set forth in the most recent version of *Roberts Rules of Order*, shall be an instructive resource and guideline for the Moderator.

ARTICLE THREE- CHURCH CORPORATE LEADERSHIP / OFFICERS

3.1 Moderator

The Lead Team shall designate a Moderator and he/she shall regularly serve for the purposes of conducting business meetings, and when deemed necessary a substitute may be designated to serve.

3.2 Corporate Officers

Corporate officers of the Church have not specific authority by virtue of their role as a corporate officer. Nevertheless, to the extent the Church needs to name its corporate officers, they shall be as following:

- President (Sitting Chair of Deacons)
- Vice President (Sitting Vice-Chairman of Deacons)
- Treasurer (Sitting Chairman of Stewardship Team)
- Secretary (a member selected by the Lead Team)

ARTICLE FOUR- CHURCH TRUSTEES / DIRECTORS

4.1 Number of Trustees

The number of Trustees shall not be less than three; provided, however, that number may be increased from time to time as recommended by the Lead Pastor and the Lead Team. Upon such recommendation, the membership may increase the number at a business meeting properly noticed and called for that purpose.

4.2 Qualifications

Trustees must be elected from the church membership and be no less than twenty-five (25) years of age. They shall be a member in good standing and actively engaged in the church for a period of no less than three years.

4.3 Duties & Responsibilities

The Trustees shall be responsible for signing any legal documents and performing all legal actions required by law. Such action will typically be taken only after specific authorization by the Church leadership and/or membership. Among other actions, Trustees are empowered to execute, transfer, assign or convey such documents as relate to church property upon instructions from the church. They will partner with the Lead Pastor and other church staff for - planning the use of church property, space allocation, providing long range planning for property expansion or alteration. Trustees elected by the church shall have no power to buy, sell, mortgage, lease, or transfer any property without a specific vote of the church authorizing each action. Trustees may function in the signature process of legal documents involving the sale, mortgage, purchase, or rental of property or, execute contracts and other legal documents where the signatures of trustees are required.

4.4 Selection/Election/Rotation/Term

Trustees will be nominated by the Lead Pastor and Lead Team, and thereafter elected by the church at a called business meeting. Trustees shall be elected to serve a term of no more than five years. A trustee may be elected to serve an additional term after being retired for one year.

4.5 Vacancies

In the event a trustee is not able to fulfill his or her duties due to death, removal, resignation, and/or terminates their membership with the church, another member of the church shall be elected at the next called business meeting to fill the position.

4.6 Removal

Trustees may be removed by a 2/3 majority vote of the Trustees and/or a majority vote of the membership if the issue is put to them at a business meeting called for that purpose. Any resulting vacancy shall be filled as soon as practically possible by vote of the church (upon a recommendation of the Lead Pastor and the Lead Team).

ARTICLE FIVE- LEAD PASTOR

5.1 Qualifications

The Lead Pastor of Mandarin Baptist Church is recognized by the church as a gifted and called individual. He is to provide spiritual and visionary leadership, along with administrative oversight in all aspects of church life. He is responsible for the preaching and teaching ministry of the church, and should devote his time to prayer, the ministry of the Word, and shepherding God's people.

The Lead Pastor should exhibit characteristics as follows:

- Clear testimony of saving faith in Jesus Christ and calling to full-time ministry
- Spiritual maturity, personal integrity and character that exemplifies qualities outlined in 1 Timothy 3:1-7, Titus 1:6-9 and 1 Peter 5:2-4
- Consistently seeks God's direction through prayer
- Gifted communicator who is consistently sharpening his skills in preaching and teaching

- Visionary who effectively shares the vision and leads and empowers God’s people to carry it out
- A missional mindset with evangelistic focus and love for lost people
- Intentionally engages in sharing his faith and leads and equips others to share their faith
- Authentically cares for others and builds relationships within the church and community
- Leads by example, a servant leader who models the heart of Jesus to ensure that the church is well cared for and protected
- Collaborative team player who builds group cohesiveness and effectively empowers individuals to use their God-given abilities in ministry
- Seminary trained, intellectually curious, and committed to life-long learning
- Forward thinker who is in touch with current culturally relevant issues
- Flexible, adaptable and resilient leader who effectively initiates and navigates through change
- Family-oriented man whose wife (if married) actively supports his call to ministry

5.2 Duties & Responsibilities

The Pastor will have charge of the welfare and oversight of the church and shall serve in this relationship for an indefinite period. Under the leadership of the Holy Spirit, he will endeavor to strengthen the cause of Christ in the community and unto the “uttermost parts” of the world. He will lead the church into encounters with God, lead people to connect with others, and equip the membership for ministry. He will provide guidance for the various ministry programs of the church as well as the Ministerial Staff. He will counsel with the Lead Team, Deacon Team, and other servant teams as directed in these bylaws.

The Lead Pastor is responsible to:

- Preach the Word of God, preparing and delivering sermons that maintain sound doctrine using effective, relevant communication to equip the church for ministry
- Lead, develop, motivate and mentor the Church Staff in the accomplishment of their ministry goals and objectives. Build and maintain strong relationships that create a collaborative effort among the Church Staff and lay leadership to promote authentic inter-generational community among the church body
- Ensure that Mandarin Baptist Church complies with established church by-laws, constitution, and operating procedures and initiate revision as needed
- Work collaboratively with church leaders to establish strategic direction and long-term ministry vision, goals and objectives in order to fulfill the church’s mission
- Evaluate all ministry initiatives, programs, strategies and staff at least annually to determine effectiveness, develop contingencies, and provide for continuous improvement
- Mobilize and empower the congregation to make disciples, advancing the gospel both locally and globally through intentional personal evangelism and active involvement in missions and church planting

- Using a team approach, oversee the planning and facilitation of all elements necessary for maintaining cohesive worship services, including the ordinances of the Lord’s Supper and Baptism
- Shepherd the church body through counseling (or appropriate referral), visiting members in need and other pastoral care expressions
- Engage actively in SBC denominational networks in a local, state or national context, as well as support the Cooperative Program
- Represent the church in the community and greater Jacksonville area, leading the church to serve our city with intentional strategy
- Affirm and uphold the principles held forth in the SBC current “Baptist Faith and Message”

5.3 Resignation/ Dismissal of the Lead Pastor

The tenure of office of the Lead Pastor may be terminated at any time by the Lead Pastor on thirty (30) days written notice to the Lead Team or by the church on sixty (60) days written notice. This requirement may be waived by mutual consent. If termination is by the church body, it must be by affirmative majority vote of those voting at a called church business meeting. No such action will be considered except upon recommendation of the Lead Team, Deacon Team and Personnel Team, and concurred in by vote of 70% of each of those teams.

5.4 Pastor Search Process/Interim Pastor

A Lead Pastor shall be chosen and called by the church whenever a vacancy occurs. In pursuit of a new Lead Pastor, the Lead Team, Deacon Team, and current Ministerial Staff will work together to nominate a Pastor Search Team comprised of church members to seek out a Lead Pastor candidate. The team shall consist of 7-10 members and the constitutes of the team be ratified at a called business meeting. The Pastor Search Team will identify a Lead Pastor candidate for consideration and present their nomination to the Lead Team and Deacon Team first. The Pastor Search Team will only bring one candidate forward at a time. It is also understood the Pastor Search Team, Lead Team and Deacon Team will make every effort to be united in consensus prior to a nomination being presented to the entire church body.

The presentation and affirmation of the candidate Lead Pastor shall be at a called business meeting. The meeting will include a presentation of the Pastor Search Team’s recommendation and a vote by the church members. For election, a vote of at least 70% affirmative of those present and voting is required, and this vote authorizes the Pastor Search Team to complete and document the agreement for the call of the Lead Pastor.

The Pastor Search Team and Lead Team will coordinate with the remaining Ministerial Staff to secure an Interim Pastor as necessary. They may consult with other resources such as the Jacksonville Baptist Association or Florida Baptist Convention to recruit an individual as needed.

**ARTICLE SIX-
CHURCH STAFF PERSONNEL**

6.1 Ministerial Church Staff

The Church shall call or employ such ministerial staff as the Church shall need. There must be a written job description provided by the Personnel Team when the need for a staff member is determined, and there must be an approved budget for funding the position.

6.1.1 Selection

The selection and nomination of a ministerial staff candidate is the responsibility of the Lead Pastor, the Lead Team, and the Personnel Team. An Ad Hoc team of church members from a selected area of ministry may be appointed to search for a candidate. The Lead Pastor oversees the selection and nomination process which consists of increasingly detailed question and answer dialog, interviews, and introduction to additional church members or teams as God affirms the call of candidate. After satisfactory completion of this process the Personnel Team is responsible for recommending and presenting the candidate to the church by multiple forms of communication.

6.1.2 Election

Election of the recommended staff member candidate shall be by an affirmative vote of at least 70% of the Lead Team, Personnel Team, and any Ad Hoc team appointed to seek out the candidate. This vote authorizes the Lead Pastor or his designee to complete and document the agreements constituting the call of the candidate.

6.1.3 Dismissal

A ministerial staff member may resign at any time upon (14) days written notice. Dismissal of a ministerial staff member by the Lead Pastor or church membership may be upon (30) days written notice. This requirement may be waived by mutual consent. If dismissal is initiated by the Lead Pastor or church leaders, an affirmative vote of at least 70% of the Lead Team and Personnel Team is needed for the staff member to be terminated.

6.2 Support Staff

The Church shall employ such administrative, or support staff as the church shall need. There must be a written job description provided by the current Ministerial Staff and the Personnel Committee for all positions that are determined to be needed. All positions must be budgeted for in the annual church budget or approved by the Stewardship Team if outside budget guidance. The Lead Pastor or his designee oversees the selection of the individual for the position, and after selection of the candidate, announces the new addition at the next called business meeting for communication to the church membership.

Job descriptions, personnel policies, salaries, benefits and other related items for each employed position at Mandarin Baptist Church must be documented and will follow guidelines set for the in the *'Personnel and Employee Handbook'*).

6.3 Indemnification of Church Staff

Should any member(s) of the Church Staff or Church Ministry Staff be faced with actual or threatened litigation as a result of the performance of their proper and normal duties, the Church will provide a sufficient and appropriate legal defense and/or indemnify such staff member(s) for costs and expenses relating to such actual or threatened litigation. This obligation to indemnify and/or provide a defense shall cease if at any time it is discovered that the staff member(s) in question acted contrary to Holy Scripture, in violation of law or otherwise acted in any way that was dishonest or lacking complete candor.

ARTICLE SEVEN- CHURCH DEACONS

In accordance with the meaning of the work and practice of the New Testament, deacons are to be servants of the church. Their primary purpose is to lovingly care for the members' spiritual and physical welfare, to display God's compassion, kindness, mercy and love to the lost world. The task of a deacon is to serve with the Lead Pastor and Ministerial Staff in empowering Mandarin Baptist Church to unceasing prayer, lend encouragement to the Lead Pastor and Ministerial Staff, and uphold the mission of the church.

7.1 Qualifications

Qualifications – A man twenty-five (25) years of age or older who has been a member in good standing for at least one year prior to the beginning of his term of service, who is committed to the principles of Christian stewardship, cooperation and discipleship, and who has ascribed to the guidelines given in Acts 6:1-6 and I Timothy 3:8-13.

In harmony with the Mandarin Baptist Church '*Deacon Document*', a candidate for deacon must:

- Be born again of the Spirit of God and willing to give and live his Christian testimony before the church membership and the world
- Believe that the Bible is the inspired Word of God, written by men moved by the Spirit of God to write the very words of scripture, thus ascribing that the Bible is without error
- Have a teachable spirit to learn and apply the scriptures to his life
- Believe in and practice generosity in giving as an expression of love for God through His church
- Know of the primacy of building the church body via refusing to gossip and lifting others up in love
- He must serve and guide his own home before becoming a leader in his church
- Handle his own business affairs in a way that is above reproach, possessing a good name among the people of his community

7.2 Duties & Responsibilities

Deacons will serve together on a team defined as the Deacon Team. The Deacon Team will elect officers consisting of a Chairman, Vice Chairman, Secretary, and any other officers deemed necessary by the Deacon Team. The Deacon Team Chairman will lead the team, and he will work with the Lead Pastor will determine the frequency and time of Deacon Team meetings. The Vice Chairman will serve as the team lead in the event the chairman is unavailable. The role of the Deacon Team Secretary is to keep minutes at all meetings and communicate them to the Lead Pastor and Deacon Team. The term for a deacon officer will typically be two years and officers will be nominated by the current Deacon Team, prayerfully selected in consultation with the Lead Pastor, and then approved by the Deacon Team by a majority vote at a called Deacon Team meeting.

Deacons are to be servants of the church. The task of the deacon is to serve with the Lead Pastor and Ministerial Staff in performing ministry tasks as outlined in the Mandarin Baptist Church 'Deacon Document' as follows:

- Provide consistency and boldness in prayer for the Mandarin family, including praying for and encouraging the Pastoral Staff of Mandarin Baptist
- Lead in a servant heart of commitment to the mission and vision of Mandarin Baptist. In doing so, the deacon will Love God; Serve All; Live Sent.
- Serve the prayer walking / parking ministry of Mandarin
- Serve the widows of Mandarin (Acts 6/ James 1.27)
- Provide servant leadership in a specific ministry at Mandarin Baptist
- Identify a mission partnership through Mandarin Baptist and serve well
- Lead in giving financially with generosity of heart in and through Mandarin Baptist
- Develop and serve the 'Campus Care' of Mandarin Baptist properties
- Faithfully serve a term of at least 2 consecutive years as part of the active deacon body. This term may repeat as needed.

7.3 Selection

Nominations for deacons may be made by the Deacon Team or other church members on an annual basis. A nominee must possess the character qualities stated in 1 Timothy 3:8-10 and must meet the qualifications outlined above (Sec. 14.1 - Qualifications). The nominees will be reviewed and endorsed by the active Deacon Team along with the Lead Pastor. The endorsed candidate(s) will confirm their qualifications with a questionnaire (see MBC 'Deacon Document') and the findings will be presented to the current Deacon Team. The Deacon Team will then present the endorsed candidate(s) for approval by the church at a called business meeting.

7.4 Election

Only nominees that have been reviewed and approved by the active Deacon Team will be presented to the church for election by a vote of the church. Election of deacons by the church membership shall be conducted at a called business meeting by either written ballot or show of hands of those present. Election shall be by an affirmative vote of 70% of those present and voting.

7.5 Resignation/Dismissal

The term of service for a deacon is typically to be 2 consecutive years, and at the completion of this term deacons may serve for another 2-year term as necessary to ensure the continuity of a healthy Deacon Team roster. A deacon may be removed from active service by resignation or grievance. After investigation and consideration of the grievance by the Deacon Team and Lead Pastor, and a determination that the grievance is true and substantial, a deacon may be removed from service by a majority vote of the active Deacon Team.

ARTICLE EIGHT- CHURCH TEAMS / COMMITTEES

8.1 Selection of Lead Team Members

The Lead Team will serve the function of a nominating committee. The Lead Team shall be made up of church members who are not on staff or otherwise employed by the Church. The team may consist of up to seven (7) members, and will be filled as follows: Chairman of Deacons, Chairman of Stewardship Team, Chairman of Personnel Team, and four (4) other at large members nominated by the Lead Pastor and Ministerial Staff. A Lead Team member must be at least twenty-five (25) years of age, and shall have been a member of the church for at least 1 year preceding the date on which their service on the team begins. Team members nominated must be confirmed by a majority vote at a called church business meeting. No single member should serve more than five consecutive years before rotation off. Any team members who serve for five consecutive years may be re-nominated to the team again after being retired for at least one year. Team members may be removed by resignation or grievance. After investigation by the Lead Pastor and Lead Team, and consideration of the grievance, and a determination that the grievance is true and substantial, a Lead Team member may be removed by a majority vote of the members currently serving on the Lead Team.

8.2 Selection of All Other Team Members

The Lead Team will be responsible for nominating church members to serve on all other teams; including all standing teams and/or Ad Hoc teams (with the exception of the Deacon Team). The Lead Team will work in coordination with the Ministerial Staff of the church to ensure these teams are filled with spiritually mature individuals who desire to serve and uphold the mission of the church.

8.3 Forming New Teams / Committees

The Lead Team in conjunction with the Lead Pastor will have authority to establish and disestablish any new teams as deemed necessary for effective operation of the church, and for nominating church members to serve on these teams. The Lead Team will work in coordination with the Lead Pastor of the church to ensure these new teams are filled with spiritually mature individuals who desire to serve and uphold the mission of the church. Any new teams formed, and their membership, will be announced at the next called business meeting after their formation or removal.

STANDING TEAMS:

8.4 Lead Team

The responsibility of this team is to advise and assist the Lead Pastor and church Ministerial Staff in the overall execution of the vision, ministry, and operations of the church. They are to be a source of encouragement for the Lead Pastor and Ministerial Staff on church matters, helping to hold them accountable for maintaining and executing the mission of Mandarin Baptist Church, but not supervising over them. The Lead Team will regularly meet with the Lead Pastor and is entrusted in nominating church members to various other teams / committees, with the exception of the Deacon Team. The Lead Team will help support the Lead Pastor and Ministerial Staff in making wise decisions concerning church business as directed by the bylaws, and they will determine what items should be presented for a church vote when not specifically called out in the bylaws or other written policies. This team shall always prayerfully endeavor to make all decisions by consensus.

8.5 Stewardship/Finance Team

This team will consist of five (5) to seven (7) members nominated by the Lead Team and affirmed by a majority vote at a called business meeting. Team members may serve up to five consecutive years, preferably one or two team members retiring every other year to promote diversity of the team. Any team members who serve for five consecutive years may be re-nominated to the team again after being retired for at least one year. Each member of the team should be a regular tither, and the team shall seek to create a sense of stewardship responsibility among the members. The Lead Pastor or his designee will serve as a standing church staff liaison for this team.

The Stewardship / Finance Team, in conjunction with the Lead Pastor and Ministerial Staff, shall submit a proposed annual budget for approval by the church for each calendar year. It shall regularly keep the church membership informed as to the financial standing and progress of the church. The team should review church financial reports monthly and meet regularly with the Lead Pastor or his designee to discuss the financial health of the church and monitor spending in comparison to the annual budget.

The team shall ensure that all church staff and organizations operate within their budgets to the best of their ability, and that spending is conducted based on available cash. They should recommend adjustments in budget and spending as deemed necessary based on approved Church Financial Protocols. They should coordinate with the church bookkeeper / financial administrator or other staff to ensure that the church follows sound financial and accounting policies and approved Church Financial Protocols (see current revision of '*Church Financial Protocols*' for guidance).

8.6 Personnel Team

The Personnel Team shall be composed of four (4) to six (6) non-staff church members nominated by the Lead Team and affirmed by a majority vote at a called business meeting. Team members may serve up to five consecutive years, preferably one or two team members retiring every other year to promote diversity of the team. Any team members who serve for five consecutive years may be re-nominated to the team again after being retired for at least one year. The Lead Pastor or his designee will serve as a standing church staff liaison for this team.

The Personnel Team, in conjunction with the Lead Pastor, Lead Team, and any other Ad Hoc teams shall recruit and recommend for church approval such candidates as required to fill the necessary ministerial staff positions, excluding the position of Lead Pastor. The church ministerial staff will also assist the Personnel Team in securing support / administrative staff to carry on the business of the church in an efficient manner. In conjunction with all church staff, the Personnel Team shall establish job descriptions, personnel policies, salaries, benefits and other related items for each employed position at Mandarin Baptist Church (see '*Personnel and Employee Handbook*' for guidance).

8.7 Counting Team

This team will consist of two (2) to five (5) church members and shall count the monies received the first banking day following a service at which an offering is taken. They will coordinate with the church bookkeeper or other financial administrative staff to record their accounting and shall adhere to all established financial and accounting policies of the church. Team members may serve for an undefined term as required to meet the needs of the church.

8.8 Missions Team

This team will be composed of five (5) to seven (7) church members who have a passion for local and global missions. This team is accountable for providing missions awareness and helping to bring about mission project opportunities for the church as a whole. They are to work in conjunction with the Lead Pastor or designated Ministry Staff in the planning and coordination of all mission activities. Team members may serve up to five consecutive years, preferably one or two team members retiring every other year to promote diversity of the team. Any team members who serve for five consecutive years may be re-nominated to the team again after being retired for at least one year.

8.9 Ad Hoc Teams / Committees

Special Ad Hoc teams / committees may be appointed by the Lead Team and Lead Pastor at any time it is necessary to carry out special tasks. Such Ad Hoc teams may, or may not, be brought to the church prior to their creation. When a special team / committee has met its purpose, it may make a report to the church and be dismissed or continued as needed.

ARTICLE NINE- CHURCH FINANCES

It is understood that church membership involves financial responsibility to support the church and its causes with regular, proportionate gifts. All contributions accepted by the church will be allocated to the general fund unless they are designated to an established fund or account.

In conjunction with the Counting Team, all funds shall be accounted for by a church bookkeeper, financial administrator, or other designated staff member. A system must be established and implemented for the accounting and handling of funds, and the reporting of their receipt to the Stewardship / Finance Team. Refer to the Mandarin Baptist *Church Financial Protocols* for specific details.

9.1 Designated Gifts

The Church reserves the right to accept—or reject—any and all Designated Gifts. Designated Gifts made to the church for use in an already established and specific fund/account will be accepted and deposited to that fund/account (and used in accordance with the designation). If the Designated Gift is given for a purpose that is NOT covered by in an already established and specific fund/account, the designation shall be deemed advisory only (and the Stewardship/Finance Team may exercise its discretion as to whether establishing a new designated fund/account is warranted). If creation of a new fund/account is not warranted, the gift may be used in any manner deemed appropriate by the Stewardship/Finance Team. Refer to the Mandarin Baptist *Church Financial Protocols* for specific details.

9.2 Contracts

From time to time Mandarin Baptist Church may enter into contractual agreements. Examples of these contractual agreements, include but are not limited to, building service agreements, insurance policies, loans, financial agreements, equipment leases and the like.

The Lead Pastor or Ministerial Staff employed by Mandarin Baptist Church may enter into contractual agreements on behalf of the church. Other staff employed by Mandarin Baptist Church

may be authorized to enter into these contractual agreements on behalf of the church if authorized by the Lead Pastor. Contractual expenditures should be accounted for in the annual budget, or approved otherwise by the Stewardship/Finance Team in accordance with the Mandarin Baptist *Church Financial Protocols*. In the event a church corporate officer or trustee of the church, not being employed by the church, is required to sign a contractual agreement on behalf of the church, the Lead Pastor will give written approval beforehand.

ARTICLE TEN-
INSPECTION OF RECORDS, REPORTS AND DOCUMENTS

In accordance with Florida law, every member of the Church shall have the right to inspect certain records, reports, documents and the physical properties of the Church. Such inspection shall be accomplished in accordance with applicable Florida Statutes. Consistent with existing law, the Church may restrict and limit the number of inspections or establish an orderly manner for such to be conducted.

ARTICLE ELEVEN-
USE OF CHURCH ASSETS AND FACILITIES

Mandarin Baptist Church desires that its Facility be used to bring glory to God in worship and for the fellowship of the Body of Christ. We also desire to make our Facility available to other Christian ministries and community service groups for uses that are consistent with the mission and ministry of Mandarin Baptist Church, and that do not contradict our church's faith or moral teachings.

The Facility Coordinator or other designated staff member, under the authority of the Lead Pastor, must approve all Church Facility usage. Requirements for use of the facility are outlined in the "*Church Facility Use Policy*" and will be referenced for all requests.

ARTICLE TWELVE-
CHURCH BYLAWS

12.1 Changes

It is the responsibility of the Lead Pastor, Ministerial Staff, and Lead Team to review the Constitution and Bylaws from time to time, proposing any revisions or adjustments necessary to maintain their effectiveness, and to bring these changes to the church in a called business meeting. They may also call an Ad Hoc team to aid in this process. The recommended interval for such reviews is 3 years or less.

These Bylaws may be amended provided the proposed amendment(s) shall have been presented in writing at a regular church business meeting and then circulated to the membership at least 14 days prior to any vote. Amendments to these Bylaws shall be by 2/3rd affirmative vote of members of the church who are qualified to vote and are present in the business meeting called for the matter.

12.2 Conflicts and Clarifications

Should the situation arise where a conflict occurs or clarification is needed with regards to these Constitution and Bylaws, the matter must be brought in writing to the Lead Pastor and Lead Team for review. After a thorough review of the matter the Lead Pastor and Lead Team may make a recommendation for a change to these Constitution and Bylaws.

12.3 Emergency Bylaws

Pursuant to Florida law, the Church may draft and maintain a set of Emergency Bylaws that are to go into effect if and when there is a “catastrophic event” which prevents the church from 100% adherence to the bylaws set forth herein. Such Emergency Bylaws shall provide direction and authority to the Church leadership (and be effective only as long as—and to the extent—necessary) during such catastrophe.

A “catastrophic event”, for purposes of this bylaw, is defined as including, but not limited to, a fire, hurricane, tornado, flood, pandemic or any other natural disaster that prevents the church members from assembling as usual.