



AGENDA
Regular City Council Meeting
Monday, December 2, 2024, 6:00 PM
Council Chambers, 116 First Street, Neptune Beach, Florida

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. AWARDS / PRESENTATIONS / RECOGNITION OF GUESTS
3. APPROVAL OF MINUTES
 - A. November 4, 2024, Regular City Council Meeting
November 18, 2024, Special City Council Meeting p. 2
November 18, 2024, Workshop City Council Meeting
4. COMMENTS FROM THE PUBLIC
5. CITY MANAGER REPORT p. 13
6. CONSENT AGENDA / NONE
7. VARIANCES / SPECIAL EXCEPTIONS / DEVELOPMENT ORDERS / NONE
8. ORDINANCES / NONE
9. OLD BUSINESS / NONE
10. NEW BUSINESS
 - A. Consideration of Approval of Well 5 Mechanical and Electrical Construction Award p. 19
11. SPECIAL AWARDS AND PRESENTATIONS
12. ADJOURN

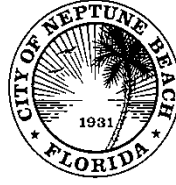
In accordance with Section 286.0105, Florida Statutes, any person desirous of appealing any decision reached at this meeting may need a record of the proceedings. Such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which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

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statute, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's at least 48 hours prior to the meeting

Residents attending public meetings can use the code **DD14** to validate their parking session at no cost. After 5:30 on the date of the meeting, follow these steps:

Make sure you are parked in a North Beaches public parking space – we can't validate valet parking or parking in private lots.

- **To use a kiosk:** Using a nearby kiosk, press the Start button and then select 2 to enter your plate and the validation code.
- **To use the Flowbird app:** Tap the nearest yellow balloon and tap "Park here." From the payment screen, select "Redeem a code" at the top. Confirm your information and tap "Purchase" – the price will show "Free."



MINUTES
REGULAR CITY COUNCIL MEETING
MONDAY, NOVEMBER 4, 2024, 6:00 P.M.
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266

Pursuant to proper notice, a Regular City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, November 4, 2024, at 6:00 p.m., at Neptune Beach City Hall, 116 First Street, Neptune Beach, Florida 32266

Mayor Elaine Brown
 Vice Mayor Kerry Chin
 Councilor Lauren Key
 Councilor Nia Livingston
 Councilor Josh Messinger

City Manager Richard Pike
 City Attorney Paul Waters
 Chief of Police Michael Key
 Chief Financial Officer Jaime Hernandez
 Community Development Director Heather Whitmore
 Public Works Director Deryle Calhoun
 Parks and Sustainability Director Colin Moore
 City Clerk Catherine Ponson

Call to Order/Roll
 Call/Pledge

Mayor Brown called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

AWARDS / PRESENTATIONS / RECOGNITION OF GUESTS

Neptune Trident
 Award

Mayor Brown presented the Neptune Trident Award to Beaches Go Green. Anne Marie Moquin, Founder/Executive Director, was on hand to receive the award. The Neptune Trident Award is an award to honor contributions to improving quality of life in Neptune Beach.

APPROVAL OF MINUTES

Minutes

Made by Messinger, seconded by Livingston.

MOTION: TO APPROVE THE FOLLOWING:

October 7, 2024, Regular City Council Meeting
October 21, 2024, Special City Council Meeting
October 21, 2024, Workshop City Council Meeting

Roll Call Vote:

Ayes: 5-Key, Livingston, Messinger, Chin, and Brown

Noes: 0

MOTION CARRIED

PUBLIC COMMENTS

Public Comment Doug Conkey, Intergovernmental Coordinator, St. Johns River Water Management District, stated he has been fortunate in being able to work with Mayor Brown. He thanked her for her years of leadership. The region is much better for having her in it.

VARIANCES / SPECIAL EXCEPTIONS / DEVELOPMENT ORDERS

DP24-06, 500 Seagate **DP24-06**, Application for a replat as outlined in Chapter 27, Article 3 of the Unified Land Development Code of Neptune Beach for John Atkins of Atkins Builders for the property is currently known 500 Seagate Ave. 12-93 28-2S-29E Jacksonville Beach Park Lots 2,3 Blk 11 (RE# 173589-0000). The property is in the R-3 zoning district.

City Attorney Paul Waters administered the oath to the individuals who would be presenting testimony.

Staff Presentation Community Development Director Heather Whitmore explained that the subject property is located on the northwest side of the intersection of 4th and Seagate Avenue/20th Avenue N in the R-3 zoning district. The lot is .28 acres (12,196 square feet) and contains one single-family dwelling. She pointed out that on this corner is a single house on two lots. She stated that there are many of these in Neptune Beach. The applicant is requesting to subdivide the 12,196 square foot parcel into two conforming lots. The parcel is currently two north/south oriented lots, both of which front on Seagate Avenue. The applicant is replating the lots in order to reorient the lots east/west to front on Fourth Avenue.

Ms. Whitmore reported that the Community Development Board voted unanimously to approve the replat on October 9, 2024, and now requires review and approval of Council.

Council Discussion/ Questions Vice Mayor Chin stated that everything seems to be in compliance and the resulting property meets more than the minimum requirements.

Councilor Messinger expressed while is not opposed to the reorientation, he is concerned about the lot labeled as Lot 1, directly in front of the school. There is a risk of that becoming a blank wall. He is good to approve this application but would like to approve it with conditions. If the applicant would be willing to do some architectural detailing on that aspect of Lot 1 when the home is built, it would be an improvement for Seagate Avenue. It could be an opportunity to address this concern.

Michael Atkins, 1805 Bartram Circle W, Jacksonville, stated the left side of house does have some windows. It is not a wall that is the entire length of the house. There will also be fencing and landscaping.

Councilor Messinger asked if there were any other enhancements, opportunities or additional steps that Mr. Atkins could take in the planning, such as the garage off of 4th Street and the front door be on Seagate Avenue

Mr. Atkins answered not to that extent, but the front porch will be visible from Seagate Avenue with the columns and the overhang. There will be trees and landscaping. He would be willing to bring landscaping around and he had Bahama shutters planned for the front.

Councilor Messinger commented that this would be reorienting and changing the flow of that street. During the [LDC] process, this was brought up because there were changes throughout town that had a negative impact. He wants to make sure that it is not repeated.

Ms. Whitmore indicated that the conditions would be on the development order not on the replat.

Mayor Brown stated that the motion would be approval of DP24-06, Replat of 500 Seagate Avenue, with the conditions that they will have additional shrubs, trees and something that is a beautiful entrance to that neighborhood.

Councilor Livingston commented that this is HOA territory. She agrees with Councilor Messinger, but this could become an issue in the future by telling people where they can put shutters or shrubs. She is fine approving it as is as it falls within the Code.

Councilor Key agreed with Councilor Livingston. This is cut and dry. If they are able to split the lot, then the conversation should end there. She added if this were something that we would like to see with corner lots, the new Council would need to address this to be included in our Code.

Vice Mayor Chin appreciates Mr. Atkins' flexibility but agrees with Councilors Key and Livingston that this is a replat that satisfies the requirements.

Councilor Messinger reminded the Council that the same items that have been used looking at community character for the approval of items that may meet staff requirements, are not the same items Council is held to. Council is held to a standard. He pointed out that his concern was community character and quality of life. These are the same things this Council has used to deny other applications. To say it is an HOA is incorrect. Council is tasked with helping to maintain the character of our community. This is a flaw in the Code. Reorientating and potentially creating situations where something is void of character. When there is an opportunity that the applicant is in favor of supporting to make sure we protect the character of the neighborhood, he does not see that as overreach.

City Attorney Paul Waters pointed out Section 27-222 deals with new buildings meeting the character of the neighborhood and Council has the authority to vote based on the character of the structure being built.

Roll Call Vote

Made by Key, seconded by Livingston.

MOTION: **TO APPROVE DP24-06 REPLAT FOR 500 SEAGATE**

Roll Call Vote:

Ayes: 5-Livingston, Messinger, Key, Chin, and Brown

Noes: 0

MOTION CARRIED

ORDINANCES

Emergency Ord.
2024-08, Public
Health, Safety,
Welfare

Emergency Ordinance No. 2024-08, An Emergency Ordinance Of The City of Neptune Beach, Florida Regarding the Protection of the Public Health, Safety, and Welfare by Eliminating Hazardous Conditions, Creating Chapter 27-127; Article III; Section 27-127, Which Prohibits Approval of Certain Development And Building Permits On Properties Where Certain Conditions Exist, and Amending Chapter 28; Article II; Section 28-4, by Amending the Definition of Nuisance; Providing for Conflicts, Severability, and Providing an Effective Date.

City Attorney Paul Waters explained there are two ordinances on the agenda. The first ordinance is an emergency ordinance, and the second ordinance provides for codification. The emergency ordinance is to protect the health, safety and welfare of citizens by eliminating hazardous conditions. There are instances of properties in the City that have hazardous conditions that have caused problems for the police department. Specifically,

there are bollards blocking ingress and egress between two parking lots. This is causing a huge safety concern. Based on the history of the properties, it is evident there have been emergency situations.

Mr. Waters stated that the ordinance prohibits approval of development permits where hazardous conditions exist, expands the definition of nuisance, and makes it a nuisance to impede the ingress and egress of emergency response vehicles.

Mr. Waters reported that the emergency ordinance would be effective immediately. The identical ordinance will then have a first read and go to a second read for potential adoption and codification in the Code of Ordinances. The main difference is that there are codification provisions in the second ordinances.

Councilor Messinger commented that there is an ongoing safety issue. The resolution should have been an easy one. Everyone should be working to make our streets safer and have a quality of life. When a large corporation does not care about its impact on a community, there is a time when communication is exhausted. We can look at continuing to protect it. Our Code calls for interconnectivity and creating conditions. If there is a hazardous condition and you can't work to help fix that condition, there are consequences. There would be no further building permits issues and no further benefits from City Hall.

Mayor Brown reported there had been communication with the owners and management of the shopping center.

Mr. Waters stated that when the project was first developed, there was a request, and it was refused. He recently wrote a sterner letter giving them 60 days to remove the bollards. He added that it gives authority for code enforcement action as a public nuisance.

Vice Mayor Chin asked Mr. Waters to mention the Florida Statutes that support the City's position.

Mr. Waters explained there were numerous Florida Statutes that deal with public safety including Chapter 843, which is obstructing justice and Chapter 768, which creates civil liability.

Councilor Key pointed out that code enforcement is a hot topic recently. She asked Mr. Waters to expound on when we are referring to code enforcement on a public nuisance.

Mr. Waters specified that we are not telling someone to remove a boat from their yard. We are telling someone to remove something from their property that could kill people or cause serious injury. There is a huge distinction.

Made by Messinger, seconded by Chin.

MOTION: TO ADOPT EMERGENCY ORDINANCE NO. 2024-08

Roll Call Vote:

Ayes: 5- Messinger, Key, Livingston, Chin, and Brown

Noes: 0

MOTION CARRIED

Ord. No. 2024-09, Public Health, Safety, Welfare Ordinance No. 2024-09, First Read and Public Hearing An Ordinance Of The City of Neptune Beach, Florida Regarding the Protection of the Public Health, Safety, and Welfare by Eliminating Hazardous Conditions, Creating Chapter 27-127; Article III; Section 27-127, Which Prohibits Approval of Certain Development And Building Permits On Properties Where Certain Conditions Exist, and Amending Chapter 28; Article II; Section 28-4, by Amending the Definition of Nuisance; Providing for Codification, Conflicts, Severability, and Providing an Effective Date

Public Hearing Mayor Brown opened the public hearing. There being no comments from the public, the public hearing was closed.

Councilor Messinger requested the City Attorney read into the record the letter addressed to the representatives of Regency Center. He stated that this has been a long, ongoing process. It is important to understand that their story has changed, and they do not care about the safety hazards being brought to the community.

Mr. Waters read into the record a letter dated October 24, 2024, from the City of Neptune Beach City Attorney to Regency Center representatives demanding removal of the bollards. A copy of the letter is on file in the office of the city clerk.

Mr. Waters advised that the City can initiate code enforcement action if the bollards are not removed in the 60 days. After the 60 days, if Regency or any of the tenants try to do any build-outs, they will not be able to get permits.

Made by Key, seconded by Messinger.

MOTION: TO ADOPT ORDINANCE NO. 2024-09 AT FIRST READ

Roll Call Vote:

Ayes: 5-Key, Livingston, Messinger, Chin, and Brown

Noes: 0

MOTION CARRIED

NEW BUSINESS

Pete's Thanksgiving Day Event Pete's Thanksgiving Day Event. Mayor Brown stated this is for the Pete's Thanksgiving Day Event scheduled for Thursday, November 28, 2024.

Made by Key, seconded by Livingston.

MOTION: TO APPROVE PETE'S THANKSGIVING DAY EVENT

Roll Call Vote:

Ayes: 5-Livingston, Messinger, Key, Chin, and Brown

Noes: 0

MOTION CARRIED

CONB Well #5 ITB No. 2025-01-CONB Well #5. Public Works Director Deryle Calhoun first gave an update on the cleaning and televising of sanitary sewer line in the Arrowhead subdivision. That will conclude the next day. He reported the cleaning and televising of the lines in Oceanwood and parts of the Fletcher pump station collection system would begin on November 11. Messaging would be sent out regarding those projects. He also gave an update on the 3rd Street at Myrtle Street sanitary sewer crossing.

Mr. Calhoun reported that Neptune Beach has four wells that are currently permitted. Two are out of service. Two wells are currently in operation and were constructed in 1971 and 1972. Well 2, constructed in 1944, was taken out of service in 2020 due to reduced production and Well 1, constructed in 1938, was taken off-line in the summer of 2024 due to observed operating conditions.

Council had previously approved moving forward with Well #5 to replace Wells 1 and 2. After Well 5 is placed into service, Wells 3 and 4 will be inspected and rehabilitated as necessary. On October 17, 2024, three bids were received for Instruction to Bidders (ITB) No. 2025-01 – CONB Public Supply Well 5: Complete Services Well Drilling, Inc., FTE Drilling USA, Inc., and Partridge Well Drilling Co., Inc. Kimley-Horn, in accordance with the requirements outlined in the ITB, specifically Article 10 – Preparation of Bid and Article 11 – Basis of Bid; Comparison of Bids, reviewed the bids for completeness. FTE Drilling USA, Inc. did not provide a schedule and is therefore considered unresponsive. Both Partridge Well Drilling and Complete Services Well Drilling provided all required documentation per the Instruction to Bidders.

Based upon the bid evaluation, Partridge Well Drilling Co., Inc. has the highest score of 100 out of 100 and appears to be the lowest cost-responsive bid with a base bid in the amount of \$368,000.00 and a more advantageous project schedule. Partridge provided a Bid Response of “N/A” to Bid Items 3-9. If awarded, Staff will confirm with Partridge these items will be provided. These items would not be expected to substantially change the award amount or to change status as lowest bidder. This will be a 16-inch well and is 837 feet deep. The City of Atlantic Beach recently awarded to Partridge for a well that is also 16-inch well that is 700 feet deep for \$303,000.00

Mr. Calhoun informed Council he would be bringing the mechanical and electrical part of this work would come before Council at a future meeting. The project is budgeted in the current FY 25 budget.

Made by Chin, seconded by Messinger.

MOTION: TO ITB NO. 2025-01, CONB WELL #5 CONSTRUCTION AWARD TO PATRIDGE WELL DRILLING IN THE AMOUNT OF \$368,000.00

Roll Call Vote:

Ayes: 5-Messinger, Key, Livingston, Chin, and Brown

Noes: 0

MOTION CARRIED

COUNCIL COMMENTS

Councilor Key questioned if anyone had received an update on the Senior Center.

Vice Mayor Chin pointed out that the City Manager report indicated the First Christian Church was unavailable.

Mr. Calhoun reported that the City had engaged an engineer with 30 years' experience with water intrusion. He would come up with a plan and a scope of services would be presented. A claim had been accepted for insurance coverage.

Councilor Key commented that she takes issue with public funds paying the salary of an employee that is not working. She stated that we have to find a solution to this problem. One solution is the moving the Senior Center to being a 501(c)(3) for situations like this. It

is closed again and no place for them to go. It is a burden on the City that needs serious attention.

Vice Mayor Chin commented that he spoke with a resident on Fourth Street, and during heavy rains they regularly flood. They have to move their cars off of their property and onto the street. He requested Mr. Calhoun investigate this when tracking flood zones.

Mr. Calhoun reported that at Fourth Street and Bowles Street, they had recently graded the grass back and excavated the ditch on the west side. He also stated they had done work on South Street, east of Fourth Street, getting the water to flow to the existing inlet. He pointed out the stormwater model was completed this year and there are a lot of opportunities.

Councilor Key questioned the claim of no parking at Neptune House for the Senior Center. She is having a hard time justifying that there is no parking available.

Parks and Sustainability Director Colin Moore stated that when the Senior Center had been relocated there before, they were parking up next to what was the grass field. There is available parking but not immediately adjacent.

Councilor Key suggested limiting the number of people that can attend. She is not accepting no answer or that there is no solution this far out, considering we use public funds.

Councilor Messinger expressed that it is frustrating to hear of all the great activities at the Senior Center and then we can't use Neptune House because the only solution is to destroy the field. We should look at what we have without causing damage even if it is only at 75% of the current usage.

Adjournment

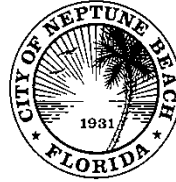
There being no further business, the meeting adjourned at 7:19 p.m.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

Approved: _____



MINUTES
SPECIAL CITY COUNCIL MEETING
MONDAY, NOVEMBER 18, 2024, 6:00 P.M.
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266

Pursuant to proper notice, a Special City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, November 18, 2024, at 6:00 p.m., at Neptune Beach City Hall, 116 First Street, Neptune Beach, Florida 32266.

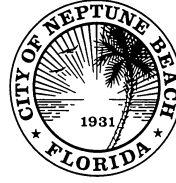
Attendance:	IN ATTENDANCE: Mayor Elaine Brown Vice Mayor Kerry Chin Councilor Lauren Key Councilor Nia Livingston Councilor Josh Messinger (<i>via CMT</i>)	STAFF: City Manager Richard Pike City Attorney Paul Waters Police Commander Liam Toal Chief Financial Officer Jaime Hernandez Public Works Director Deryle Calhoun Parks and Sustainability Director Colin Moore City Clerk Catherine Ponson
Call to Order/Roll Call/Pledge	Mayor Brown called the Special Meeting to order at 6:00 p.m. and Vice Mayor Chin led the Pledge of Allegiance.	
Ord. No. 2024-09, Public Safety, Health, Welfare	<u>Ordinance No. 2024-09, Second Read and Public Hearing.</u> An Ordinance Of The City of Neptune Beach, Florida Regarding the Protection of the Public Health, Safety, and Welfare by Eliminating Hazardous Conditions, Creating Chapter 27-127; Article III; Section 27-127, Which Prohibits Approval of Certain Development And Building Permits On Properties Where Certain Conditions Exist, and Amending Chapter 28; Article II; Section 28-4, by Amending the Definition of Nuisance; Providing for Codification, Conflicts, Severability, and Providing an Effective Date	
Public Hearing	Mayor Brown opened the public hearing. There being no comments from the public, the public hearing was closed. Made by Chin, seconded by Key.	
	<u>MOTION:</u> <u>TO ADOPT ORDINANCE NO. 2024-09 AT SECOND READ</u>	
	Roll Call Vote: Ayes: 5-Key, Livingston, Messinger, Chin, and Brown Noes: 0	
	<u>MOTION CARRIED</u>	
Adjournment	There being no further business, the Special Meeting adjourned at 6:02 p.m.	

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

Approved: _____



MINUTES
WORKSHOP CITY COUNCIL MEETING
MONDAY, NOVEMBER 18, 2024, 6:02 P.M.
IMMEDIATELY FOLLOWING THE SPECIAL MEETING
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266

Pursuant to proper notice, a Workshop City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, November 18, 2024, at 6:02 p.m., in Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida, 32266

Attendance**IN ATTENDANCE:**

Mayor Elaine Brown
 Vice Mayor Kerry Chin
 Councilor Lauren Key
 Councilor Nia Livingston
 Councilor Josh Messinger

STAFF:

City Manager Richard Pike
 City Attorney Paul Waters
 Chief Financial Officer Jaime Hernandez
 Police Commander Liam Toal
 Public Works Director Deryle Calhoun
 Parks and Sustainability Director Colin
 City Clerk Catherine Ponson

**Call to
Order/Roll Call**

Mayor Brown called the workshop meeting to order at 6:02 p.m.

PUBLIC COMMENTS

Public Comments Caitlin Baiata and Emily McAvity, Neptune Beach Elementary PTA, stated they are preparing to kick off a fundraiser campaign to replace the Neptune Beach Elementary School Track. The track is in dire need of repair after numerous injuries due to students, faculty and members of the public. There will be a Neptune Beach Manatee 5K on February 22, 2025. Proceeds will be used to rebuild the track. They are seeking sponsorships.

Vice Mayor Chin stated his support for this project and has already begun assisting by securing the parking lot for the staging area the day of the event and formatted a flyer to be included in the water bills.

Ms. McAvity reported the flyer has a QR code that links directly to a website, <https://nbe.givebacks.com>.

Councilor Key pointed out that this is also City park. The playground is considered a City park and essentially is an asset and she hopes we can have discussion about what the City can contribute as it is available for the City to use. It is an appropriate use of City funds. She would like it to be discussed at the next Council meeting to see what can be done. She added that COJ Councilman Rory Diamond has committed funds for the project.

Councilor Livingston stated her support and would share any information her social media.

Councilor Messinger commented that we should look at grant opportunities for this. We would not want to miss out on opportunities for matching funds.

Parks and Sustainability Director Colin Moore reported a grant application had already been submitted and they just needed more information on the construction. There is a significant potential contribution lined up.

ISSUE DEVELOPMENT

Myra, Margaret
and South
Streets

Myra, Margaret, and South Street Drainage. Public Works Director Deryle Calhoun reminded Council they approved the Stormwater Strategic Plan last year. Portions of Myra, Margaret and South Streets were identified as designs that could be completed quickly and solve some of the flooding issues. He pointed out that this neighborhood was built without storm pipes. He stated that it used to have swales that have been filled in over the years.

He explained that the area is very flat. He presented diagrams showing where storm inlets would be installed. There would be paving as part of this project. He also stated that this would not solve groundwater issues. This is for the surface water. The project would be \$1.5 million. Half of this project has been budgeted in FY 25 and the other half would be in FY26.

Mr. Calhoun stated that the residents would be notified of the upcoming work being done.

3rd Street Road
Repair

3rd Street Road Repair. Mr. Calhoun gave an update on the 3rd Street road repair northbound at Myrtle Street. There had been a leak and a significant dip was present. A permit from FDOT was obtained and the work completed.

Vice Mayor Chin mentioned that residents on Fourth Street experience significant flooding during rain events. He also pointed out that people are blowing lawn debris out into the streets and that is impacting the stormwater system. There should be an education to residents letting them know how this affects the system.

Mr. Calhoun reported that there has been work along the ditch on Fourth Street and trying to make this routine.

Adjournment

The workshop meeting adjourned at 6:20 p.m.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

Approved: _____

City Manager's Report

Departmental Recaps-11/20/2024

Police Department-Chief Michael Key *(See Separate November 2024 Report)*

City Clerk-Catherine Ponson

- Submitted Continuing Assignments for Clerk Professional Program
- Fulfill ongoing public records requests and answered questions
- Orientation and transition for new Mayor and Councilmembers
- Prepare Minutes and Council agenda packets

Community Development-Heather Whitmore

- **Community Development Board: November 13, 2024 @ 6 pm**
 - Code Enforcement Policies, Procedures, and Priorities Workshop was held
 - Boat/RV Code was discussed
 - i. Sec. 22-28. - Parking of boats and trailers
 - ii. Sec. 27-335. - Parking, storage, or use of major recreational equipment.
 - Comment summary forthcoming
 - Next workshop in early January
- **108 Orange St – Petition for Relief FS. 70.51 Mediation**
 - Verdict submitted by Magistrate
 - December 2 Public Hearing
- **Special Code Magistrate: January 30, 2025**
 - 1901 Forest Ave trees
- **Fee Resolution Table 2022-07**
 - Draft sent out by attorney
 - Organize a “Fee Review Committee” to certify the accuracy of fees in resolution
 - Feb 2025 City Council adoption
- **Office reorganization timeline?**
 - Dallas will be moving into
- Pete’s Bar settlement underway
 - Parking fee in lieu account and contract
- Publix Development Moratorium in place
- Ped/School Zone signs/cameras - Seagate @ 4th ped sign

- Utility code and ROW permitting process update
 - Working with attorney to update the code in early 2025

Finance-Jaime Hernandez

- Completed financial report required by the League of Cities.
- Finished the year-end preliminary financials for FY 2023-24.
- FY 2022-23 Audit is in progress. Will continue until mid-December 2023.
- New timekeeping system will go live on January 4, 2025. This will be the first day of punching in the new system.
- Updating policies and procedures to meet requirements and reflect changes on new system and best practices.
 - New language to reflect current processes using new systems.

Human Resources-Jillian McCann

- Advertising for the following vacant positions:
 - Laborer 1
 - Utility Laborer 1
 - Beaches Parking Ambassador
 - School Crossing Guard
 - Police Officer
 - Emergency Communications Officer
- Working on the final revisions of the employee handbook.
- Local 630 elections of the unit at Public Works will tentatively be held on December 17, 2024, at Public Works.

IT Department-Ricardo Pizarro

- P1
- Scanning/lazerphish
- PD Access Control
- GIS
- Operations Room (SCADA) Fiber works and Cabling
- Data Center Phase 2 implementation beginning
- Laptop Replacement for PD has imitated
- Camera System Projects completing
- Access Control at PW completing (allowing for visitor access next)
- Completing RapidID and LiveSCAN
- Email Cutover has begun

Parks & Sustainability-Colin Moore

- Replacement shower for Hopkins St beach access delivered, and Public Works will be installed 11/18
- Town Center palm trimming completed week of 10/28
- Path repaving on the east side of Jarboe Park pond was completed on 11/12
- Meeting about potential funding opportunities for the Neptune Beach Elementary Track scheduled for 11/21
- Working with the Police Dept on traffic calming opportunities for First St, Fourth St, and Fifth St. New stop signs have been installed on Fifth St.
- Movies with the Mayor scheduled for 11/23 at Jarboe Park
- Due to water intrusion, Jarboe Park court light fixtures and housings are being replaced under the manufacturer's warranty
- FDOT finalizing well abandonment south of Atlantic Blvd near the Flyover on 11/19-11/21

Public Works- Deryle Calhoun

(Updates in **bold** font)

Potable Water System

- **Replacement Well 5 was awarded by Council on 11.04.24. Working to execute contract with well drilling contractor. Award for mechanical and electrical contract will be presented to Council on 12.02.24.**
- Water Management District – Following additional data discussion meeting with WMD, the final response to Request Additional Information (RAI) submitted by engineering consultant 10.25.24.
- Fire protection water supply gap analysis – Draft report was received and is being reviewed

Wastewater System

- Permit renewal application submitted to FDEP. Treatment capacities of both plants will be addressed during permit renewal process. **Consultant submitted proposed pilot plant study to FDEP 11.07.24.**
- Redundant 3rd Street gravity pipeline – Consulting engineer has submitted permit application package to FDOT. **FDOT permit is in final stages of review.** Engineer submitted for FDEP permit 10.16.24.
- Florida Blvd force main extension to plant – Field survey is complete. City Engineer working on design; expected to apply for FDEP permit in October. Project may initially terminate before the treatment plant, thereby saving construction cost. Project was approved in FY25 budget.
- Stormwater and groundwater Inflow and Infiltration (I&I) reduction effort - Worked with consulting engineer to identify wastewater pipes for targeted cleaning and televising to identify any defects, including customer service laterals. **Indian Woods subdivision main pipes and service laterals were cleaned and televised. Cleaning and televising**

Oceanwood and parts of Fletcher pump station collection system completed the week of 11.11.24. Results will be used to identify pipe rehabilitation projects.

- Pipe along Penman Road that was contributing significant groundwater to the system was lined 10.03.24. **Service laterals were televised during Indian Woods work.**
- **Northbound depression in 3rd St at Myrtle St – Site was excavated and repaired the week of 11.11.24.**

Stormwater System

- System-wide stormwater model is complete.
- Hopkins Creek improvements at Florida and Forest – Design underway with COJ engineering consultant.
- Design for various small projects was approved by council. Design is complete. FDOT permit will be required. **Design will be presented at Council workshop on 11.18.24.**
- Erosion control pilot project on Davis Creek has begun. Bahia grass has been installed to stabilize the media, and test planting of various salt-tolerant plants is scheduled for late June/early July. Additional plant variety was installed. Another product has been procured for trial and will be installed by Public Works.

Senior Center-Leslie Lyne

- Day trip planned to Jacksonville Symphony Orchestra Holiday Pops December 6, 2024, and luncheon at Sweet Pete's-SOLD OUT
- Friday, January 17, 2025, St. Augustine Night of Lights and dinner-SOLD OUT
- Wednesday, February 12, 2025, Valentine's Day Tea -JB Woman's Club sponsor
- FSCJ Broadway in Jacksonville production of MJ, April 23, 2025
- YTD DONATIONS/FUNDRAISERS \$3,401.70
- Waiting for the engineering report and insurance status for rehab of 2004 Forest Ave.
- Preparations ongoing for the move to Neptune House
- New schedule for Neptune House Senior Activity programming confirmed to begin December 10, 2024; posting to social media and mass email to participants
- Moving office and equipment from Forest Ave. to Neptune House during the week of November 25 with the assistance of NBPW—opening on Tuesday, December 10, at 9 a.m.



Case Activity Report

11/1/2024 - 11/26/2024

Parcel #	Case Date	Activity Type	Main Status	Description
173589 0000	11/25/2024	information	Open	Permit required for tree removal or relocation.
178928 0000	11/25/2024	Follow up	Open	Illustrative enumeration. (Trash and Debris) Exterior Property/Sanitation
178939 0000	11/25/2024	Follow up	Open	Junk vehicle Trash Debris
178937 0000	11/25/2024	Follow up	Open	Junk vehicle
173481 0000	11/21/2024	Follow up	Open	Parking of commercial vehicles in residential districts. Development permit required.
172912 0050	11/21/2024	Follow up	Open	Trash Rubbish
172458 0000	11/20/2024	Follow up	Open	Receipt required. (Local Business Tax Receipt)
172437 0000	11/19/2024	Follow up	Open	Wood building structure installed on property without permit.
172420 0000	11/6/2024	Follow up	Open	Damage Fence
172403 2115	10/29/2024	information	Closed	FOUND PERMIT FOR 1997 FOR SHED. PIPER
172403 2160	10/29/2024	information	Closed	APPLIED FOR BUILDING PERMIT--NO FURTHER ACTION REQUIRED.

Total Records: 11

11/26/2024

Building Activity October 1, 2024 to September 30, 2025					
Month	# of Permits Issued	Plan Review	Inspections Completed	Cash Receipts	Valuation of work Done
Oct-24	125	83	187	\$24,781.74	\$2,510,542
Nov-24	72	53	160	\$22,912.39	\$2,166,100
Dec-24					
Jan-25					
Feb-25					
Mar-25					
Apr-25					
May-25					
Jun-25					
Jul-25					
Aug-25					
Sep-25					
Totals	197	136	347	\$47,694.13	\$4,676,642

Building Activity October 1, 2023 to September 30, 2024					
Month	# of Permits Issued	Plan Review	Inspections Completed	Cash Receipts	Valuation of Work Done
Oct-23	97	54	202	\$22,747.07	\$1,815,941
Nov-23	67	64	145	\$21,240.24	\$2,137,749
Dec-23					
Jan-24					
Feb-24					
Mar-24					
Apr-24					
May-24					
Jun-24					
Jul-24					
Aug-24					
Sep-24					
Totals	164	118	347	\$43,987.31	\$3,953,690
Difference	33	18	0	3706.82	\$722,952



**Agenda Item #10A
Well #5 Electrical &
Mechanical**

**CITY OF NEPTUNE BEACH
CITY COUNCIL MEETING
STAFF REPORT**

AGENDA ITEM:	Potable Well 5 Mechanical and Electrical Construction Award
SUBMITTED BY:	Deryle Calhoun, P.E. Public Works Director
DATE:	November 26, 2024
BACKGROUND:	CONB is currently permitted to operate four wells which withdraw from the Floridan Aquifer at depths from 852 to 1,212 feet below surface. Two wells are currently in operation and were constructed in 1971 and 1972. Well 2, constructed in 1944, was taken out of service in 2020 due to reduced production and Well 1, constructed in 1944, was taken off-line in the summer of 2024 due to observed operating conditions. Council previously awarded the construction of a new Well 5 to replace Wells 1 and 2. This proposed award is for construction of mechanical and electrical components of the new well. Gruhn-May was requested to provide a quote utilizing a piggyback contract in place with City of Atlantic Beach to expedite bringing Well 5 into service.
BUDGET:	401-4336-536-60-63 Improvements – Not Buildings. FY25 Current Budget is \$1,799,439.76. As of November 26, 2024, Budget Remaining is \$1,768,500.00.
RECOMMENDATION:	Award to Gruhn-May, Inc., in the amount of \$514,961.00. Staff will confirm with Partridge that Bid Items 3-9 will be provided.
ATTACHMENT:	Quote from Gruhn-May, Inc.

Gruhn May, Inc

Quote

6897 Philips Pkwy. Dr. N.
Jacksonville, FL 32256

904-262-9544

SOLD TO:

Name City of Neptune Beach
Address 116 First St
City,State,ZIP Neptune Beach, FL 32266
Attention

Job Name Well # 5

ESTIMATE NUMBER

Estimate DATE November 26, 2024

OUR JOB NO.

YOUR ORDER NO.

TERMS

Upon Receipt

SALES REP

SHIPPED VIA

F.O.B.

PREPAID or COLLECT

Sales Tax Rate:

0.00%

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Provide and install well pump, piping, fittings and valves, electrical including the VFD mounted inside the existing control room, new discharge to the existing storm water structure, restoration of the existing landscaping, sod and path.	\$514,961.00	\$514,961.00
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
	All work to be installed as per the Plans & Specifications dated September 2024, prepared by Kimley Horn and identified as KHA Project 045696000 and described as "Public Supply Well #5 prepared for City of Neptune Beach"	\$0.00	
		\$0.00	
		\$0.00	
		SUBTOTAL	\$514,961.00
		TAX	0.00
		FREIGHT	
			\$514,961.00

DIRECT ALL INQUIRIES TO:

Gordon Gruhn
904-838-6585
gordon@gruhnmay.com

MAKE ALL CHECKS PAYABLE TO:

Gruhn May, Inc.
6897 Philips Parkway Dr. N.
Jacksonville, FL 32256

THANK YOU FOR YOUR BUSINESS!

Neptune Beach Well #5 Pipe and Fittings

Description	UM	QTY	Price	W/Tax	UC	Total	cost total
12" DR 18 (blue)	LF	240	\$46.25	\$49.49	\$64.33	\$15,440.10	\$11,877.00
12" mj 90 with PVC mega lugs	ea	2	\$726.42	\$777.27	\$1,010.45	\$2,020.90	\$1,554.54
12" mj 22.5 with PVC mega lugs	ea	1	\$620.29	\$663.71	\$862.82	\$862.82	\$663.71
12" mj 45 with PVC mega lugs	ea	5	\$660.29	\$706.51	\$918.46	\$4,592.32	\$3,532.55
12" MJ Tee with PVC mega lugs	ea	1	\$1,047.36	\$1,120.68	\$1,456.88	\$1,456.88	\$1,120.68
12" Romac Aplha couplings or equal	ea	2	\$1,311.23	\$1,403.02	\$1,823.92	\$3,647.84	\$2,806.03
12" fl x PE x 6'	ea	1	\$1,925.00	\$2,059.75	\$2,677.68	\$2,677.68	\$2,059.75
12" FL 90	ea	1	\$778.00	\$832.46	\$1,082.20	\$1,082.20	\$832.46
12" butterfly valve (valmatic 200 series or GA series 800)	ea	2	\$1,847.00	\$1,976.29	\$2,569.18	\$5,138.35	\$3,952.58
12" FL tee	ea	1	\$1,240.00	\$1,326.80	\$1,724.84	\$1,724.84	\$1,326.80
12" FL 90	ea	1	\$778.00	\$832.46	\$1,082.20	\$1,082.20	\$832.46
12" FL x FL x 3'	ea	1	\$1,728.00	\$1,848.96	\$2,403.65	\$2,403.65	\$1,848.96
12" FL Flexim UltraSonic flow meter	ea	1	\$15,820.00	\$16,927.40	\$22,005.62	\$22,005.62	\$16,927.40
12" FL x FL X 5'	ea	1	\$2,208.00	\$2,362.56	\$3,071.33	\$3,071.33	\$2,362.56
12" Rubber flapper check valve (Valmatic SurgeBuster or GA200-D	ea	1	\$5,082.00	\$5,437.74	\$7,069.06	\$7,069.06	\$5,437.74
12" FL x FL x 2'	ea	1	\$1,488.00	\$1,592.16	\$2,069.81	\$2,069.81	\$1,592.16
12" x 2" saddle	ea	1	\$176.00	\$188.32	\$244.82	\$244.82	\$188.32
2" SS ball valve	ea	1	\$100.00	\$107.00	\$139.10	\$139.10	\$107.00
2" x 4" SS nipple	ea	2	\$14.00	\$14.98	\$19.47	\$38.95	\$29.96
2" Valmatic air / vacuum valve	ea	1	\$2,067.00	\$2,211.69	\$2,875.20	\$2,875.20	\$2,211.69
12" x 1" saddle	ea	1	\$153.00	\$163.71	\$212.82	\$212.82	\$163.71
1" x 1/2" brass bushing	ea	1	\$5.00	\$5.35	\$6.96	\$6.96	\$5.35
1/2" close nipple brass	ea	2	\$5.00	\$5.35	\$6.96	\$13.91	\$10.70
1/2" ball valve brass	ea	1	\$10.00	\$10.70	\$13.91	\$13.91	\$10.70
3" oil fill 1-100psi pressure gauge	ea	1	\$148.00	\$158.36	\$205.87	\$205.87	\$158.36
12" fl kits with ring gaskets	ea	13	\$105.00	\$112.35	\$146.06	\$1,898.72	\$1,460.55
12" blind flange	ea	1	\$352.00	\$376.64	\$489.63	\$489.63	\$376.64
				\$0.00	\$0.00	\$82,485.47	\$63,450.36
labor	hr	70	\$350.00	\$374.50	\$486.85	\$34,079.50	
equipment	hr	50	\$300.00	\$321.00	\$417.30	\$20,865.00	
Total						\$137,429.97	

Neptune Beach Well #5 Site Work & Concrete

Description	UM	QTY	Price	W/Tax	UC	Total
rebar	ls	1	\$ 1,200.00	\$ 1,284.00	\$ 1,669.20	\$ 1,669.20
concrete	cy	8	\$ 400.00	\$ 428.00	\$ 556.40	\$ 4,451.20
forms	ls	1	\$ 750.00	\$ 802.50	\$ 1,043.25	\$ 1,043.25
#57 stone	cy	10	\$ 95.00	\$ 101.65	\$ 132.15	\$ 1,321.45
well point sand	cy	6	\$ 95.00	\$ 101.65	\$ 132.15	\$ 792.87
well points	ls	1	\$ 2,500.00	\$ 2,675.00	\$ 3,477.50	\$ 3,477.50
sod	sf	2500	\$ 0.70	\$ 0.75	\$ 0.97	\$ 2,434.25
grout	ls	1	\$ 150.00	\$ 160.50	\$ 208.65	\$ 208.65
asphalt	ton	2	\$ 125.00	\$ 133.75	\$ 173.88	\$ 347.75
limerock	cy	3	\$ 95.00	\$ 101.65	\$ 132.15	\$ 396.44
backhoe	hr	40	\$ 65.00	\$ 69.55	\$ 90.42	\$ 3,616.60
dump truck	hr	40	\$ 65.00	\$ 69.55	\$ 90.42	\$ 3,616.60
loader	hr	40	\$ 65.00	\$ 69.55	\$ 90.42	\$ 3,616.60
boom truck	hr	30	\$ 300.00	\$ 321.00	\$ 417.30	\$ 12,519.00
labor	hr	120	\$ 350.00	\$ 374.50	\$ 486.85	\$ 58,422.00
electric sub	ls	1	\$ 98,805.00	\$ 105,721.35	\$ 137,437.76	\$ 137,437.76
well pump sub	ls	1	\$ 102,200.00	\$ 109,354.00	\$ 142,160.20	\$ 142,160.20
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costs			\$ -	\$ -	\$ -	\$ -
site work	15000		\$ -	\$ -	\$ -	\$ -
labor	30000		\$ -	\$ -	\$ -	\$ -
equip	5500		\$ -	\$ -	\$ -	\$ -
elec	98805					\$ 377,531.31
well pump	102000					
pipe & fitting	63450			Pipe & fittings		\$137,429.97
	314755					
					Total	\$ 514,961.28