MINUTES
SPECIAL CITY COUNCIL MEETING
MONDAY, JUNE 16, 2025, 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 Monday, June 16, 2025, at 6:00 p.m., at Neptune Beach City Hall, 116 First Street, Neptune Beach, Florida 32266.

Attendance:

IN ATTENDANCE:	STAFF:
Mayor Cori Bylund	City Manager Richard Pike
Vice Mayor Nia Livingston	City Attorney Paul Waters
Councilor Tim Horvath	Chief Financial Officer Jaime Hernandez
Councilor Josh Messinger	Public Works Director Deryle Calhoun
Councilor Brent Rogers	Sergeant William Torres
	Parks and Sustainability Director Colin Moore
	Senior Center Director Leslie Lyne
	City Clerk Catherine Ponson

Call to Order/Roll Call/Pledge

Mayor Bylund called the Special Meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

RESOLUTIONS

Res. No. 2025-13

Resolution No. 2025-13, A Resolution of the City of Neptune Beach Accepting that Certain Special Warranty Deed from Jacksonville Transportation Authority (JTA) for Parcel ID No. 173297-0000.

Parks and Sustainability Director Colin Moore explained this parcel was part of the Atlantic Boulevard/Mayport Road Flyover construction project. The Jacksonville Transportation Authority (JTA) acquired a .14 acre-parcel at the southwest corner of Atlantic Boulevard and Florida Boulevard. It currently has the "Welcome to Neptune Beach" sign on it and the City has been maintaining it since the flyover project. JTA prepared a deed for the City to accept the parcel which would allow additional improvements, including trees and landscaping

Made by Messinger, seconded by Horvath.

MOTION: **TO APPROVE RESOLUTION 2025-13, ACCEPTING THAT CERTAIN SPECIAL WARRANTY DEED FROM JACKSONVILLE TRANSPORTATION AUTHORITY (JTA) FOR PARCEL ID NO. 173297-0000**

Roll Call Vote:
Ayes: 5 - Horvath, Messinger, Rogers, Livingston and Bylund
Noes: 0

MOTION CARRIED

Stormwater Improvements-Myra, Margaret and South

Stormwater Improvements-Myra, Margaret and South. Public Works Director Deryle Calhoun explained this was the same agenda item from May 19, 2025, and was deferred until more information could be provided. Brian Icerman with Jones Edmunds, presented the stormwater strategic plan from 2023 at the June 2, 2025, Council meeting to provide that information.

Mr. Calhoun stated two bids were received and were reviewed by Jones Edmunds for conformance with the bid documents. The following bids include an owner-designated contingency allowance of $20,000: Jax Utilities Management, Inc. $1,511,081.51 and Petticoat-Schmitt $2,065,200.00. As a result of the review, Jones Edmunds provided a Bid Review and Evaluation of Findings letter finding the Jax Utilities Management, Inc. bid in conformance.

Made by Livingston, seconded by Messinger.

MOTION: **TO AWARD TO JAX UTILITIES MANAGEMENT, INC. IN THE AMOUNT OF $1,511,081.51 FOR THE STORMWATER IMPROVEMENTS**

Roll Call Vote:
Ayes: 5-Messinger, Rogers, Horvath, Livingston and Bylund
Noes: 0

MOTION CARRIED

3rd Street Gravity Sanitary Sewer Improvements

3rd Street Gravity Sanitary Sewer Improvements. Mr. Calhoun explained during routine cleaning of the 12" sanitary sewer pipe crossing 3rd Street, the cleaning tool became lodged due to pipe failure. Video inspection of the pipe after repair indicates a concrete utility pole has settled on and subsequently deformed the pipe, presumably due to soil lost over time as the pipe failed. A redundant pipeline, already in design, was advertised for bid and because of the existing pipe's condition, a second pipeline was added as an addendum to the bid package.

Mr. Calhoun presented four options for consideration based on the sole bid received from Jax Utilities Management for the project.

Discussion included concern for the Beaches Energy utility pole positioned over the sewer line, the costs and liabilities of relocating the pole, the necessity of redundancy in the sewer system, and planning and coordination with Beaches Energy.

Made by Messinger, seconded by Livingston.

MOTION: **TO MOVE FORWARD WITH OPTION 3, TO AWARD JAX UTILITIES MANAGEMENT IN THE AMOUNT OF $957,605.13 FOR THE BASE BID AND RETURN TO COUNCIL FOR CONSIDERATION OF EXISTING PIPELINE RECONSTRUCTION AND UTILITY POLE RELOCATION ONCE COSTS ARE KNOWN**

Roll Call Vote:
Ayes: 4 - Horvath, Messinger, Livingston and Bylund
Noes: 1- Rogers

MOTION CARRIED

Senior Center Damage Assessment

Senior Center Damage Assessment. Frank Anderson, ACON Construction, reported that water is traveling through the building from the roof. The design is working for the water to run down and get out. The water is not staying. The damage is at the drains, which will have to be restructured. The footings are not washed away. Two sides will have to be taken apart and pull off the sidings. The windows will need to be recast as they were installed incorrectly. He is waiting on an assessment from construction engineers to make sure the roof loads will work with the building for the over roof to stop the leaks as that is where leaks are coming in. He is trying to put together cost impact for the proposal.

Councilor Messinger commented that he would like the proposal to include a total dollar figure that includes the interior repairs to put the Senior Center back together properly.

City Attorney Paul Waters recommended when the new bid is submitted for the interior rebuild, it should also include mold remediation.

Made by Livingston, seconded by Horvath.

MOTION: **TO MOVE FORWARD WITH REPAIRING THE TWO EXPOSED SIDES OF THE BUILDING**

Roll Call Vote:
Ayes: 5 - Horvath, Messinger, Rogers, Livingston and Bylund
Noes: 0

MOTION CARRIED

CEI Services -3rd Street Gravity Sanitary Sewer Improvements

CEI Services -3rd Street Gravity Sanitary Sewer Improvements. Mr. Calhoun explained this is for construction, engineering and inspection services for the 3rd Street Gravity Sanitary Sewer Improvements. CEI contractors serve as the owner's representative and provide assurance to FDOT that construction is completed in accordance with FDOT standards and specifications. The firms typically provide services including daily maintenance of traffic inspections, certify, and inspect for the asphalt and flowable fill. The City does not have the expertise for this. VIA Consulting Services is currently under contract with JEA and is well known to FDOT. Service are only billed for the hours used.

Discussion included if the price quote would change based on the actual cost of the project and how much the CEI contractor would need to be onsite.

Made by Messinger, seconded by Horvath.

MOTION: **TO DEFER THE CEI SERVICES ITEM TO DETERMINE IF PRICE INCLUDES ADDED DESIGN FROM PROJECT AND CONFIRM FDOT REQUIREMENTS**

Roll Call Vote:

Ayes: 5- Messinger, Rogers, Horvath, Livingston and Bylund
Noes: 0

MOTION CARRIED

Agenda Items Deferred

Mayor Bylund announced that the Request for the Extension of the Contract for the Sale of Right-of-Way and the Pete's Bar agenda item have been deferred. This deferral was requested by the buyer of the right-of-way and the representatives of Pete's Bar.

Permit and Asset Management Platform Purchase

Permit and Asset Management Platform Purchase. IT Director Ricardo Pizarro explained to implement a digital land and asset management platform, this solution and content services model offers a structured framework for content management, process automation, analytics, and more. Currently, the City of Neptune Beach lacks an efficient, searchable digital index for land and permit records, making them inaccessible to the public. Additionally, there is no workflow automation for right-of-way (ROW) operations, geocoding of assets, or permitting. This will allow adequate time to configure workflows, align responsibilities, and begin our digital transition as we move into FY26.

Made by Livingston, seconded by Messinger.

MOTION: **TO APPROVE THE AWARD TO MYGOV, AS PROPOSED FOR PERMIT AND ASSET MANAGEMENT**

Roll Call Vote:
Ayes: 5 - Rogers, Horvath, Messinger, Livingston, and Bylund
Noes: 0

MOTION CARRIED

Adjournment

There being no further business, the Special Meeting adjourned at 7:24 p.m.

Corrine A. Bylund
Corrine A. Bylund, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

CITY OF NEPTUNE BEACH FLORIDA 1931

Approved: 07-07-2025

These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to: https://www.nbfl.gov/minutes-and-agendas. and click on the video for the meeting you wish to view.

MINUTES
WORKSHOP CITY COUNCIL MEETING
MONDAY, JUNE 16, 2025, 7:29 P.M.
IMMEDIATELY FOLLOWING 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, June 16, 2025, at 7:29 p.m., in Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida, 32266

Attendance	IN ATTENDANCE: Mayor Cori Bylund Vice Mayor Nia Livingston Councilor Tim Horvath Councilor Josh Messinger Councilor Brent Rogers	STAFF: City Manager Richard Pike City Attorney Paul Waters Chief Financial Officer Jaime Hernandez Sergeant Willliam Torres Public Works Director Deryle Calhoun Parks and Sustainability Director Colin Moore Senior Center Director Leslie Lyne City Clerk Catherine Ponson

Call to Order/Roll Call

Mayor Bylund called the workshop meeting to order at 7:29 p.m.

Proposed Ordinance No. 2025-05, Historical Review Board

Proposed Ordinance No. 2025-05, Historical Review Board. An Ordinance of the City of Neptune Beach, Florida, Amending Chapter 2, Administration, Article VII, Boards and Commissions, By Creating Division 5, Historical Review Board, Providing Codification, Conflicts, Severability, and Providing an Effective Date (For Discussion)

Community Development Director Heather Whitmore commented she had discussed with Councilor Messinger revisions since the last meeting. Revisions discussed included an 18-month "sunset" provision being added to allow the Council an opportunity to perform a cost-benefit analysis of allowing the board to continue operating; Council being the reviewing authority of determinations of historic significance ("look-back" period); criterion for findings of fact were added to obtain a determination of historical significance; a one-year residency requirement was added to the to become a board member and the qualifications to become a board member be broadened to make more interested persons eligible to serve on the board.

The proposed ordinance, with the discussed revisions added, will be moved forward for first reading on July 7, 2025.

Adjournment There being no further business, the workshop meeting adjourned at 7:47 p.m.

Corrine A. Bylund, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

CITY OF NEPTUNE BEACH
1931
FLORIDA

Approved: 07-07-2025

MINUTES
TOWN HALL MEETING
IMMEDIATELY FOLLOWING THE WORKSHOP MEETING
MONDAY, JUNE 16, 2025, 7:47 P.M.
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266

Pursuant to proper notice, a Town Hall Meeting of the City Council of the City of Neptune Beach was held on Monday, June 16, 2025, at 7:47 p.m., at Neptune Beach City Hall, 116 First Street, Neptune Beach, Florida 32266.

Attendance:	IN ATTENDANCE: Mayor Cori Bylund Vice Mayor Nia Livingston *(absent)* Councilor Tim Horvath Councilor Josh Messinger Councilor Brent Rogers	STAFF: City Manager Richard Pike City Attorney Paul Waters Sergeant William Torres 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 Bylund called the Town Hall Meeting to order at 7:47 p.m.

Public Comments - FY26 Budget & Millage Rate

Mayor Bylund announced the first public comments would be regarding the FY26 Budget and Millage Rate. There were no speakers for this portion of the Town Hall.

Mayor Bylund reported there had already been two budget workshops and a finance and auditor selection committee meeting. There will be another Town Hall meeting for the budget and mileage rate in July.

City Manager Richard Pike announced the mileage rate and the Police Department budget would be presented in July.

Public Comments – Open Topics

Mayor Bylund opened public comments on open topics.

Pat Hazouri, 207 Florida Boulevard, Neptune Beach, raised questions regarding the water suppression letter to Atlantic Beach.

Mayor Bylund explained this is for fire suppression only and is to meet insurance requirements.

Mr. Pike emphasized that the water, if needed, would be metered and the request is not for the 88,000 gallons that is being referenced.

Penny Kennedy, 2018 Acacia Road, Neptune Beach, inquired about a building inspection at the Senior Center and items on the agenda not being discussed.

Mayor Bylund explained the items, the contract for the sale of right-of-way and the Pete's Bar item, were both withdrawn by the buyer of the right-of-way and representatives for Pete's Bar, respectively.

Community Development Director Heather Whitmore advised there were permits and inspections and she would be happy to provide those records.

Adjournment The Town Hall Meeting adjourned at 7:58 p.m.

Corrine A. Bylund, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

CITY OF NEPTUNE BEACH 1931 FLORIDA

Approved: 07-07-2025

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