



MINUTES
SPECIAL CITY COUNCIL MEETING
MONDAY, JULY 19, 2021, 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, July 19, 2021, 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 Fred Jones
 Councilor Kerry Chin
 Councilor Lauren Key (*absent*)
 Councilor Josh Messinger

STAFF:

City Manager Stefen Wynn
 City Attorney Zachary Roth
 Chief of Police Richard Pike
 Chief Financial Officer Carl LaFleur
 Public Works Director Jim French
 Senior Center Director Leslie Lyne
 Grant and Resiliency Coordinator Colin Moore
 Community Development Director Kristina Wright
 City Clerk Catherine Ponson

**Call to
 Order/Roll
 Call/Pledge**

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

APPROVAL OF MINUTES

Minutes

Made by Jones, seconded by Chin.

MOTION:**TO APPROVE THE FOLLOWING MINUTES:**

June 7 2021, Regular City Council Meeting
June 21, 2021, Special City Council Meeting
June 21, 2021, Workshop City Council Meeting

Roll Call Vote:

Ayes: 4- Chin, Messinger, Jones and Brown.
 Noes: 0

MOTION CARRIED

CITY MANAGER REPORT

**City Manager
 Report**

City Manager Stefen Wynn reported the following:

- He presented the updated construction schedule and costs for Jarboe Park.

- He gave an update of the Senior Center completion.
- He presented his scheduled upcoming meetings.
- He presented the City Department actions reports.

The City Manager report, including entire spreadsheets, reports and pictures, can be found at: <https://www.ci.neptune-beach.fl.us/city-manager/pages/city-manager-reportsdepartmental-score-cards>.

CDB 21-02, 310
Third Street

CDB21-02, Application For Development Permit Review as Outlined in Chapter 27, Article 3 Division 2 of the Unified Land Development Code of Neptune Beach for Shorebreak Ventures, LLC, for the property known as 310 Third Street (Re# 172912-0010). This property is in the C-1 Zoning District. The applicant is proposing to Build a new two-story office building with parking under the building.

Mayor Brown stated this is the development permit for 310 Third Street. The Community Development Board met on June 9, 2021, and approved the application contingent on the developer resolving any remaining technical questions, including writing environmental concerns and or drainage calculations through the building permit level, including the payment of tree mitigation in the amount of \$55,440, prior to the issuance of a certificate of occupancy.

Mike Hand and Jennifer Lada, representing Shorebreak Ventures, were present.

Councilor Chin stated around the perimeter of the property on the landscape plan, there were quite a number of circled items. He questioned what they were as they were not on the legend.

Ms. Lada stated they were two types of oleander of varying heights.

Councilor Chin continued by asking about the deferred parking agreement. He advised that part of the agreement is the Community Development Board would review after one year to determine whether the spaces were needed. He asked what if the offsite parking lot being used was sold.

Mr. Hand answered that there had been conversations regarding this and multiple options out there should that occur.

Vice Mayor Jones expressed that the spirit here with the parking reduction is where the City is headed with the Code. The City does not want to require more space that is needed to serve the development. If you supply an excess amount, it would get used. He added this is a good project and he is looking forward see it materialize.

Councilor Messinger stated his support of the project. He also reported he had met with the applicant after the CDB meeting and stated his concerns related to tree mitigation and the amount of trees being planted on the property at that time. The applicant significantly reworked the landscape plan and mitigation dollars. He remarked they would be excellent neighbors and he appreciates what they have done.

Mayor Brown declared she had met with the applicant. She favors the architecture and the spirit of the organization. She also stated they have done a great job at answering questions and concerns.

Vice Mayor Jones reported he had ex parte communications with the applicant.

Made by Jones, seconded by Chin.

MOTION:

TO APPROVE CDB 21-02, 310 THIRD STREET CONTINGENT ON THE DEVELOPER RESOLVING ANY REMAINING TECHNICAL QUESTIONS, INCLUDING GRADING, ENVIRONMENTAL CONCERNS AND/OR DRAINAGE CALCULATIONS THROUGH THE BUILDING PERMIT LEVEL PROCESS INCLUDING THE PAYMENT OF PROPOSED TREE MITIGATION IN THE AMOUNT OF \$55,440 PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY

Roll Call Vote:

Ayes: 4-Messinger, Chin, Jones, and Brown.

Noes: 0

MOTION CARRIED

Award of CONB
2021-03, FI Blvd
Culvert
Replacement

Approval to Award CONB Bid No. 2021-03, Florida Boulevard Culvert Replacement. Public Works Director Jim French reported that the bid documents had been approved by Council on May 3, 2021. They were advertised and a nonmandatory pre-bid meeting was held on May 27, 2021.

Two bids were received. A.W.A. Contracting Co. Inc., had the apparent low bid of \$996,754.49 and Superior Construction submitted a bid of \$1,937,182.33. Staff evaluated the apparent low bid for conformance with solicitation requirements and determined that A.W.A. Contracting Co., Inc. submitted the lowest responsive bid.

Due to the discrepancy between the low and high bid, A.W.A. was contacted to review the scope of work. The president, Arthur Allen, of A.W.A., indicated he is comfortable with the submitted bid and scope of work as provided.

The City's budget for this project this year is \$950,000. Mr. French noted that the City had received grant funding of \$375,000 from the state legislature towards this project that breaks up for design in permitting as well as reimbursement for construction. The construction amount is \$242,399. There is a deadline to finish this project of June 30, 2022.

Mr. French also requested Council approval for deductive change orders and owner-direct purchase orders for the express purpose of saving sales taxes on major materials and equipment, as authorized by the City Manager, or his designee, and as recommended by the Public Works Director. In addition, staff requests approval of the bid opening minutes.

Councilor Messinger stated that Mr. French had done an excellent job in vetting this project and he is good with where we stand.

Vice Mayor Jones agreed with Councilor Messinger. He pointed out from a community standpoint this is an important project. It will help alleviate some of the flooding concerns.

Councilor Chin asked Mr. French if he is comfortable that A.W.A. has a clear understanding with the scope of work due to the discrepancy in the two bids.

Mr. French pointed out that the price is close to the budget and under the engineer's estimate. A.W.A. has subcontracted for this type of specialty work for 35 years. He added that they have experience in water and sewer. The references stated they were willing to listen and not combative.

Made by Chin, seconded by Jones.

MOTION:

TO AWARD THE FLORIDA BLVD. CULVERT REPLACEMENT PROJECT CONB BID 2021-03, A.W.A. CONTRACTING CO.; APPROVAL OF DEDUCTIVE CHANGE ORDERS AND OWNER DIRECT PURCHASE ORDERS FOR THE EXPRESS PURPOSE OF SAVING SALES TAXES ON MAJOR MATERIALS AND EQUIPMENT, AS AUTHORIZED BY THE CITY MANGER, OR HIS DESIGNEE, AND AS RECOMMENDED BY THE PUBLIC WORKS DIRECTOR, AND APPROVAL OF THE BID OPENING MINUTES

Roll Call Vote:

Ayes: 4-Messinger, Chin, Jones, and Brown.

Noes: 0

MOTION CARRIED

Adjournment

The Special Meeting adjourned at 6:26 p.m.


Elaine Brown, Mayor

Attest:


Catherine Ponson, CMC
City Clerk

Approved: _____

8-2-2021





MINUTES
WORKSHOP CITY COUNCIL MEETING
IMMEDIATELY FOLLOWING SPECIAL MEETING
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266
MONDAY, JULY 19, 2021, 6:26 P.M.

Pursuant to proper notice, a Workshop City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, July 19, 2021, at 6:26 p.m., in Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida, 32266

Attendance**IN ATTENDANCE:**

Mayor Elaine Brown
 Vice Mayor Fred Jones
 Councilor Kerry Chin
 Councilor Lauren Key (*absent*)
 Councilor Josh Messinger

STAFF:

City Manager Stefen Wynn
 City Attorney Zachary Roth
 Police Chief Richard Pike
 Chief Financial Officer Carl LaFleur
 Public Works Director Jim French
 Senior Center Director Leslie Lyne
 Community Development Director Kristina Wright
 City Clerk Catherine Ponson

**Call to
Order/Roll Call**

Mayor Brown called the workshop meeting to order at 6:26 p.m.

AWARDS / PRESENTATIONS / GUESTS / NONE

DEPARTMENTAL SCORE CARD

**Police Chief
Report**

Police Chief Richard Pike thanked Grants and Resiliency Coordinator Colin Moore for the use of the bike counter. He reported that the rain on July 4th kept it from being a record crowd. He added that it was still shoulder to shoulder on the beach proper.

**Departmental
Score Card**

Departmental Score Card. City Manager Stefen Wynn reviewed the Departmental Score Card. The Departmental Score Cards are posted on the City website at: <https://www.ci.neptune-beach.fl.us/city-manager/pages/city-manager-reportsdepartmental-score-cards>

COMMITTEE REPORTS

**Strategic
Planning/
Transportation
and Public
Safety**

Vice Mayor Jones reported Phase III of the Vision Plan process would be getting underway and this Committee would be discussing the path forward. Transportation and Public Safety would be scheduled to discuss quicker, lighter and cheaper projects.

PUBLIC COMMENTS

Public Comment Penny Kennedy, 2010 Acacia Road, Neptune Beach, commended City Manager Wynn on the information on the City website. She spoke regarding the amount of money being spent on Jarboe Park and the lack of practical necessities. She commented on the lack of parking and the pickleball and basketball courts. She added that the new water bills do not have the informational graphic that shows usage.

PROPOSED ORDINANCE

Proposed
Ordinance,
Development
Permit
Moratorium

PROPOSED ORDINANCE NO. 2021- An Ordinance of the City of Neptune Beach, Florida, Enacting a Temporary Moratorium to Prohibit the Acceptance or Processing of Certain Applications for Development Orders or any Other Official Action of the City Having the Effect of Permitting or Allowing for the Issuance of a Development Permit or Related Approval as set forth in Chapter 27, Unified Land Development Regulations, Division 2, Development Review Sections 27-76 through 27-88 in the Central Business District and Commercial C-1 Zoning District; Providing for a Temporary Moratorium Term to be Extended if Necessary by the City Council; Providing for Early Termination; Providing for Conflicts; Providing for Severability; Providing an Effective Date.

Vice Mayor Jones stated that this ordinance intends to make sure that development that comes in follows and adheres to the new standards the City is going to make with the Land Development Code update. The intent is to put in a temporary moratorium on development permits in the Town Center and walkable commercial area until we get the outcome of the final phase. The last thing we want is to have a project get built and go through the process following the existing Chapter 27. We are working on the standards in the respective districts.

Councilor Messinger commented that this came from the initial discussions when the Vision Plan process began. The Dover, Kohl and Partners team suggested in the last four to six months of the process that we may want to put a temporary moratorium on development agreements and things of that sort. We are coming up to that timeframe and he supports this legislation.

Councilor Chin asked the City Attorney had any issues on this proposed ordinance.

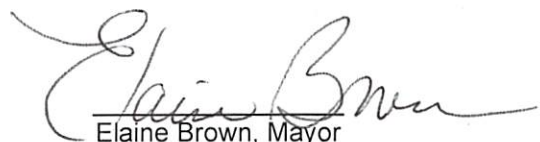
City Attorney Zachary Roth responded that this is a valid planning tool to prevent 11th hour applications from rushing in and defeating the purpose of the planning process.

CONSENSUS:

TO MOVE THE PROPOSED ORDINANCE TO THE AUGUST 2, 2021, REGULAR MEETING AGENDA

CONTRACTS / AGREEMENTS / NONE**ISSUE DEVELOPMENT / NONE****PUBLIC COMMENTS / NONE**

Adjournment There being no further business, the Workshop meeting adjourned at 6:43 p.m.


Elaine Brown, Mayor

ATTEST:



Catherine Ponson, CMC
City Clerk

Approved: 8-2-2021

