



**AGENDA (Amended)**  
**Regular City Council Meeting**  
**Monday, June 5, 2023, 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
  - A. Swearing In Ceremony - Sergeant William E. Torres
  - B. Proclamation - National Gun Violence Awareness p. 3
  - C. Beaches Town Center Agency Presentation - Deanne Dunlop
3. APPROVAL OF MINUTES
  - A. **May 1, 2023, Regular City Council Meeting**  
**May 24, 2023, Special City Council Meeting** p. 4
4. COMMENTS FROM THE PUBLIC
5. COMMUNICATION / CORRESPONDENCE / REPORTS

- |                |                 |
|----------------|-----------------|
| • Mayor        | • City Attorney |
| • City Council | • City Clerk    |
| • City Manager | • Police Chief  |

6. CONSENT AGENDA / NONE
7. VARIANCES / SPECIAL EXCEPTIONS / DEVELOPMENT ORDERS / NONE
8. ORDINANCES

- PH* A. ORDINANCE NO. 2023-02, SECOND READ AND PUBLIC HEARING. An Ordinance Creating Section 14-12, Chapter 14 (Offenses); Governing Waste from Tree Trimming and Removal; Providing for Severability; Providing an Effective Date. p. 19
- PH* B. ORDINANCE NO. 2023-03, SECOND READ AND PUBLIC HEARING. An Ordinance of the City of Neptune Beach, Florida, Creating Sections 18-10 through 18-13, Article II, Smoking, Chapter 18, Streets, Sidewalks and Other Places; Prohibiting Smoking and Vaping in Public Parks and Beaches within the City; Providing for Conflicts; Providing for Severability; and Providing an Effective Date. p. 23

9. OLD BUSINESS
  - A. Waste Pro Contract Discussion
  - B. City Hall Roof Replacement - Project Update p. 30
10. NEW BUSINESS

- A. Pressure Washing of Sidewalks in Beaches Town Center p. 31
- B. Consideration of Approval of Surplus Items p. 36
- C. Consideration of Approval of Emergency Purchase of Ocean Rescue Vehicle Replacement p. 46
- D. Consideration of Approval of Purchase of Utility Van p. 49
- E. Consideration of Approval of Development of Stormwater Model p. 53
- F. Consideration of Approval of Potable Well #1 - Emergency Pump WorkP. 54
- G. Consideration of Approval of RFP for Wellfield Investigative and Rehabilitation Work p. 58

11. COUNCIL COMMENTS

12. ADJOURN

Residents attending public meetings can use the code **ILWE** 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."



## **PROCLAMATION**

### **CITY OF NEPTUNE BEACH**

**WHEREAS**, every day, more than 120 Americans are killed by gun violence and more than 200 are shot and wounded; and

**WHEREAS**, Americans are 26 times more likely to die by gun homicide than people in other high-income countries; and

**WHEREAS**, in an average year, 2,989 people die by guns in Florida, a crisis that costs the state \$40.3 billion each year, of which \$875.9 million is paid by taxpayers. Florida has the 30th-highest rate of gun deaths in the US; and

**WHEREAS**, protecting public safety in the communities they serve is a mayor's highest responsibility; and

**WHEREAS**, mayors and law enforcement officers—in partnership with local gun violence prevention activists and resources—know their communities best, and are best positioned to understand how to keep their citizens safe; and

**WHEREAS**, gun violence prevention is more important than ever as we see an increase in firearm homicides and nonfatal shootings across the country, increased calls to domestic violence hotlines, and an increase in city gun violence;

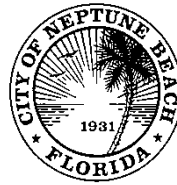
**WHEREAS**, Americans across the nation are encouraged to wear orange, the color of the gun violence prevention movement, on Friday, June 2nd to help raise awareness about gun violence and honor the lives of gun violence victims and survivors; and

**WHEREAS**, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the hands of people who should not have access to them, and encourage responsible gun ownership to help keep our families and communities safe.

**NOW, THEREFORE BE IT RESOLVED**, that Mayor Elaine Brown of the City of Neptune Beach declare the first Friday in June 2023, to be **National Gun Violence Awareness Day**. I encourage all citizens to support their local community's efforts to prevent the tragic effects of gun violence and to honor and value human lives.

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Elaine Brown, Mayor  
City of Neptune Beach  
June 5, 2023



**MINUTES  
REGULAR CITY COUNCIL MEETING  
MONDAY, MAY 1, 2023, 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, May 1, 2023, 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(via CMT)

**STAFF:**

- City Attorney Zachary Roth
- Interim City Manager Richard Pike
- Interim Police Chief Michael Key
- Community Development Director Heather Whitmore
- Senior Center Director Leslie Lyne
- Public Works Director Deryle Calhoun
- Deputy Public Works Director Colin Moore
- Project Manager Jason Lupson
- 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.

**APPROVAL OF MINUTES**

Minutes

Made by Livingston, seconded by Key.

**MOTION: TO APPROVE THE FOLLOWING:**

- April 3, 2023, Regular City Council Meeting**
- April 17, 2023, Special City Council Meeting**
- April 17, 2023, Workshop City Council Meeting**

Roll Call Vote:

Ayes: 5-Key, Livingston, Messinger, Chin, and Brown  
Noes: 0

**MOTION CARRIED**

**PUBLIC COMMENTS**

Public Comment

Larry Schrecengost, 921 Third Street, Neptune Beach, requested the Senior Center be finished because it will produce positive results for the Community.

Miriam Cinotti, 1031 Marvone Lane, Neptune Beach, expressed her concerns regarding the Senior Center. She does not think there needs to be any more money into building the trailer. She also has concerns about what the City pays the Coordinator when that could be done from a volunteer standpoint. She suggested keeping the Center at the Neptune House.

Councilor Key called a point of order. She stated that it is distracting when individuals are coming up to speak and there is conversation, laughter, and clapping. She understands everyone is passionate and cares deeply but it is very distracting for the speaker and Council to listen.

Mayor Brown recognized the point of order and asked everyone to hold their applause and be courteous.

Marilyn Brown, 13810 Sutton Park Drive, Jacksonville, asked Council to complete the Senior Center at Forest Avenue. She stated that the porch and the ramps could be completed first. The new center could be open while the rest is completed. The Neptune House is not acceptable as a long-term function as a Senior Center.

Katherine McCuigan, 13364 Beach Boulevard, Unit 119, Jacksonville, stated she is a member of the Jacksonville Beach Woman's Club that meets at the Neptune House. The Woman's Club also supports the Senior Center. The club donated to the Senior Center. This money was given to furnish the inside. If this does not happen, she would like the money back.

Leslee Burch, 157 Belvedere Street, Atlantic Beach, spoke as President of the Coastal Quilters of Northeast Florida. The guild of over 80 members started meeting at the Senior Center in 2002. Since the Senior Center closed, they have lost half of their members.. She asked to complete work on the Senior Center that her guild and other members have financially supported.

Kathy Lahr-David, 2035 Cherokee Drive, Neptune Beach, remarked that prior to COVID-18, there were 1,400 members of the Senior Center. No volunteer could do what the Director does. She hopes the Council can see fit to open the Senior Center on Forest Avenue.

Virginia Benoit, 914 2<sup>nd</sup> Street, Neptune Beach, spoke on behalf of the Coastal Quilters and herself. The Center is used from all over Duval, St. Johns and Nassau Counties. She added that the trips and shows are important things to keep seniors engaged and in contact with other people.

Jerry Redfield, 366 Seminole Road, Atlantic Beach, commented that he and his wife have been long-time users of the Center and financial contributors to this effort. A simple ADA ramp could be built to complete the project.

Joe Cox, 1842 Nightfall Drive, Neptune Beach, has been a resident of Neptune Beach for 32 years and added that he would take his mother to the Senior Center. She would also take the trips. Now he attends the Senior Center. He expressed that it is more than a Senior Center, it is a Community Center. He asked what is the minimum that could be done to get the Senior Center open and then phase it in.

Susie Miller, 106 Myra Street, Neptune Beach, stated her support of the Senior Center. She added she was here to talk about bicycle and golf cart safety. She recounted a recent incident. She thinks we need to enforce bicycle and golf cart safety.

Christine Burke, 113 Walnut Street, Neptune Beach, commented that over the years, the City has lost its way in the prioritization of spending money. The City has not spent money on Seniors. She stated there are alternatives to the Senior Center. The money the City

needs to spend is on infrastructure.

Pat Sena, 1113 Hamlet Lane, Neptune Beach, stated that the City is responsible for Senior Citizens to live in a community that cares, that has sense of purpose, and believes in the mental and physical health of all citizens.

Shellie Thole, 122 Margaret Street, Neptune Beach, remarked that the City needs \$100 million for infrastructure. Construction costs have skyrocketed. She added that anything can be retrofitted. There needs to be a compromise on the Senior Center and the City cannot move on with the original plan.

### **COMMUNICATIONS / CORRESPONDENCE / REPORTS**

City Manager Report Interim City Manager Richard Pike introduced new Chief Financial Officer Jaime Hernandez. Mr. Hernandez stated he is happy to be with City and he wants to make sure we face all of the challenges ahead.

Police Chief Report Interim Police Chief Michael Key presented the April 2023 Monthly report, which includes noteworthy incidents.

### **VARIANCES / SPECIAL EXCEPTIONS / DEVELOPMENT ORDERS**

SE 23-01, First Christian Church of the Beaches SE 23-01, Application for Special Exception as outlined in Chapter 27, Article III, Division 9, of the Unified Land Development Code of Neptune Beach for First Christian Church of the Beaches for the property known as 2125 First Street (RE# 173695-0000). The request is to build a permanent stage structure on the grassy area east of the Sanctuary between Midway and the ocean. This stage will be used for Sunday Morning outdoor services.

City Attorney Zachary Roth swore in anyone who intended to speak on the application

Staff Presentation Community Development Director, Heather Whitmore, explained that this is an application for a Special Exception submitted on March 10, 2023, by First Christian Church of the Beaches at 2125 Ocean Front, Neptune Beach. The application is to build a permanent stage on the grass lawn. The church is located in a Residential District (R-4), which requires a special exception for places of worship. This includes any type of expansion or change to as a place of worship. The purpose of this request is specifically to add a permanent outdoor stage to the east lawn of the existing church.

Ms. Whitmore continued that the church has been conducting outdoor services since April 2020, on the east lawn since the onset of COVID. They are currently using a platform with 4x8 sheets of plywood. This request is to build something more permanent to replace the wooden platform they are currently using. The proposed platform would be 30 feet wide by 18 feet deep and 21 inches in height with an 18 inch knee wall. The platform would be located in the large east lawn, to the east of Oceanfront Strand Street. The stage would be located 20 feet from the northern property line abutting Hopkins Street, and 43 feet from the western property line abutting Oceanfront Strand Street. The stage would not have power, a roof, or lights, and is proposed to be a simple paver platform.

Council Questions Mr. Roth clarified, upon Councilor Messinger's inquiry, that this does not have to do with the use for outdoor worship. This question is to allow the applicant to construct the platform to continue the outdoor worship already taking place. He also advised that conditions can be placed on the Special Exception.

Councilor Key questioned why is the special exception required to put down pavers on a property?

Mr. Roth explained that it is an expansion of a use that requires a special exception for the zoning district in which it is located.

Mr. Roth confirmed Councilor Key's statement that the applicant can worship outside whether the stage exists or not.

Councilor Livingston asked if there was anything in place for the outdoor worship or did that need to be approved?

Mr. Roth stated that the use was a continuation of a prior use. Since this has brought it down to ground level and built it back, it is an exacerbation of the use that doesn't currently exist.

Ms. Whitmore answered Mayor Brown's question that the stage is 39 inches in height, which consists of three steps of seven inches with an 18-inch knee wall around the perimeter. The applicant wants to make the current structure being used more secure. Based on the application, outside worship would be on Sundays only.

#### Applicant

Reverend Nathan Loewen, lead pastor of First Christian Church of the Beaches, stated he has served at the church since January 1, 2016. He reported the church has owned the property since 1963 and beginning in 1964, upon the completion of the sanctuary, began holding outdoor worship services on the east lawn on Easter. For 57 years, there has been outdoor worship services on that space. A second outdoor service was added in 2016, at Christmas time. During COVID-19, they began gathering outside. The current plywood platform can be moved around the property. During the consecutive weekly use of the outdoor worship, there have not been any complaints regarding outdoor services. It is his understanding that there are neighbors concerned with the level of sound that is occurring.

Reverend Loewen reported that hearing those concerns, they have begun looking at adding into the plan for the platform, some sound deadening that would occur around the back. This could include some sort of shrubbery that would help deaden the sound that would travel toward the south. They would also be working to be putting in distributed sound. The goal of this platform is merely to use it for worship service. He introduced Greg Nelson, the contractor for the project.

#### Public Hearing

Mayor Brown opened the public hearing.

Shellie Thole, 122 Margaret Street, Neptune Beach, spoke against the special exception. She mentioned that the Community Development Board declined the approval after careful consideration. She stated that the approval would create a permanent outdoor venue in the middle of a residential neighborhood. She commented that church services should go back inside. Approving this is not only wrong for this applicant, but for all the applicants that are sure to follow that must be approved if this one is.

Mark Mantarro, 2112 First Street, Neptune Beach, stated this is about putting an outdoor stage in the middle of a residential area. This is not a historical pattern. There are no outdoor stages in the R-4 district. This would be the first one. It would be creating a permanent venue. The noise impact is happening. He added that the notice that was sent references a section regarding buffers that does not exist. He asks that Council deny the special exception.

There being no further comments from the public, the public hearing was closed.

#### Discussion

Mayor Brown requested the City Attorney reiterate what is being considered with this special exception application.

Mr. Roth explained that the consideration is that there are eight requirements for a special exception. The question for this application is does the construction of the permanent stage comply with or violate those eight requirements. If it complies with all eight requirements, then it could be approved. If it does not comply with one, two or any more of the requirements, then there would be vote of no. It is not about whether the existing use is in

violation or creates an issue. It is not about hypothetical uses that could come after this.

Vice Mayor Chin asked the applicant since he is now aware of the objections to the noise that residents may have, would he be willing to accept the condition that there not be amplified devices?

Rev. Loewen answered by asking would the City would be willing to put in place for all outside events and residents within Neptune Beach to eliminate the amplification of all sound?

Vice Mayor Chin stated that City is supposed to regulate sound in the Commercial District. There are Codes that state there is to be no amplified music outside, except for specific events, such as Dancin' in the Street.

Rev. Loewen added that the conditions discussed at the April 12, 2023, Community Development Board (CDB) meeting regarding the hours would be broaching dangerous grounds in terms of religious liberty and the ability to have a freedom of worship.

Councilor Messinger pointed out that there was a lot of conversation around how the CBD was going to vote and the denial came from a procedural item. A motion was made to amend the motion and when that failed, the Board was no longer able to hear the application in its entirety.

Made by Key, seconded by Messinger.

**MOTION:            TO APPROVE SPECIAL EXCEPTION APPLICATION 23-01**

Councilor Livingston expressed that she had looked at the findings and she could not say yes to all of them. She added that there is a caveat that no matter what Council does, they will still be worshipping outside as they have the right to do.

Councilor Messinger agreed with Councilor Livingston and added that the churches have the right to bring the temporary structure every Sunday and continue to worship as they are. There would be nothing in the Code and nothing regulatory to stop that. He questioned what is aesthetically best for the quality of life for the neighborhood? He lives near there and has never heard a complaint. They are gracious neighbors. He asked Rev. Loewen in regards to the condition, if this is approved a sound system be installed in conjunction so noise concern is alleviated?

Rev. Loewen answered absolutely and they already looking into getting that installed whether construction happens or not.

Made by Messinger, seconded by Key.

**AMENDED MOTION:            TO AMEND THE MOTION ON THE FLOOR TO ADD A CONDITION TO THE APPROVAL THAT SOUND DISTRIBUTION BE INSTALLED AS A COMPONENT OF CONSTRUCTION FOR SOUND ABATEMENT**

Councilor Key remarked that this is a good compromise for everyone. She expressed that her support for this goes to property rights and religious freedom. If there are sound issues, they will be dealt with as they come along, but denying the opportunity is wrong.

Amended Motion Roll Call Vote:

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

Noes: 0

**AMENDED MOTION CARRIED**



Original Motion as Amended Roll Call Vote:  
 Ayes: 4-Messinger, Key, Chin, and Brown  
 Noes: 1-Livingston

**MOTION CARRIED**

Break Mayor Brown called a for a break at 7:07 p.m.

Mayor Brown reconvened the meeting at 7:15 p.m.

**ORDINANCES**

Ord. No. 2023-02, Ordinance No. 2023-02, First Read and Public Hearing. An Ordinance Creating Section 14-12, Chapter 14 (Offenses); Governing Waste from Tree Trimming and Removal; Providing for Severability; 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.

**MOTION: TO APPROVE ORDINANCE NO. 2023-02, CREATING SECTION 14-12, GOVERNING WASTE FROM TREE TRIMMING AND REMOVAL ON FIRST READ**

Roll Call Vote:  
 Ayes: 5-Key, Livingston, Messinger, Chin, and Brown  
 Noes: 0

**MOTION CARRIED**

Ord. No. 2023-03, Ordinance No. 2023-03, First Read and Public Hearing. An Ordinance of the City of Neptune Beach, Florida, Creating Sections 18-10 through 18-13, Article II, Smoking, Chapter 18, Streets, Sidewalks and Other Places; Prohibiting Smoking and Vaping in Public Parks and Beaches within the City; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Public Hearing Mayor Brown opened the public hearing.

Alexi Gonzales, 12566 Brookchase Lane, Jacksonville, spoke on behalf of SWAT (Students Working Against Tobacco). She thanked Council for considering the adoption of the ordinance prohibiting tobacco in city parks and beaches and to help make the parks and beaches more enjoyable for everyone.

There being no further comments from the public, the public hearing was closed.

Councilor Livingston pointed out a typographical error on page 5. She also questioned the penalties. She asked what Section 1-12 looks like for penalties.

Mr. Roth advised that Section 1-12 , General Penalties, states that the fine cannot be more than \$250.00 for the first time and \$500.00 for a repeat.

Made by Key, seconded by Livingston.

**MOTION: TO APPROVE ORDINANCE NO. 2023-03, CREATING SECTIONS 18-10 THROUGH 18-13, PROHIBITING SMOKING AND VAPING IN PUBLIC PARKS AND BEACHES WITHIN THE CITY**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

Ord. No. 2023-04, LDC Updates Ordinance No. 2023-04, First Read and Public Hearing. An Ordinance of the City of Neptune Beach, Florida, Amending and Revising Chapter 27, Unified Land Development Regulations, Revising the Following Articles: Article IV, Land Use; Article V, Accessory Structures and Uses, Providing Severability; Providing for Repeal of Laws in Conflict; and Providing for an Effective Date.

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

Mr. Roth reported that there may be changes to the language regarding the commercial vehicle section before the next reading.

Made by Chin, seconded by Livingston.

**MOTION:** **TO APPROVE ORDINANCE NO. 2023-04, AMENDING AND REVISING CHAPTER 27, UNIFIED LAND DEVELOPMENT REGULATIONS, REVISING THE FOLLOWING ARTICLES: ARTICLE IV, LAND USE; ARTICLE V, ACCESSORY STRUCTURES AND USES.**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

**OLD BUSINESS**

Senior Center Neptune Beach Senior Activity Center Update and Discussion. Public Works Director Deryle Calhoun reported at Council's request as detailed accounting of the Senior Center, including the value of the building, donations, what else needs to be spent and the source of the funds for the remaining improvements. He advised that the fire marshal has determined there is not sufficient flow to meet the needs for fire protection with an estimated cost of \$35,000. He pointed out that the contractor's bid that has been received for \$463,306, is valid through May 28, 2023, which is 60 days after the bid opening.

Chief Financial Officer Jaime Hernandez explained that the estimated cost for completion, which includes the bid and sprinkler system is \$498,306.00. There is \$173,000 from previous donations, plus \$75,000 from COJ. The additional funding needed for completion will be \$249,630. There is \$100,000 from potential donation pledged from the Eckstein Charitable Trust. The total amount needed for the completion is \$149,630.00.

Mr. Calhoun confirmed Vice Mayor Chin's inquiry that the \$35,000 for the sprinkler system was the largest amount it could be.

Mr. Hernandez answered Vice Mayor Chin's question that the funding options for the sprinkler system would come from water and sewer funds as the sprinkler system involves water works and running pipes.

Councilor Key commented that the vibe has been that Council does not care about seniors. That is an unfair statement. Council can care about seniors and also care about being responsible for taxpayer dollars. She donated over \$1,000.00 and made the ask to COJ for the \$75,000.00. She cares greatly for the Senior Center.

Councilor Key stated that it is obvious the Neptune House is not working out. She requested Council consider, in a compromise, the Senior Center 501(c)(3) to be stand alone. It would fund itself and pay for itself, so the City does not carry the burden. Part of that could be that the City's donation be the land and the building that would be leased back. It would give the Senior Center an opportunity to be independent which seems to matter to taxpayers.

Councilor Livingston stated Councilor Key's point is interesting. She is open to hearing all of the options. She added that there should be a compromise of scaling back some of the ideas to complete the Senior Center.

Councilor Messinger commented that there had been a previous vote as a process of moving this forward that the Senior Center Foundation and the entity, pay back the Capital Improvement Fund allocated to it over a fixed period. He would put that back to a vote if needed.

Councilor Messinger continued that the conversation has always been around that the Senior Center would be self-sufficient and pay back what the City lent to the Senior Center. He agrees to potentially transitioning the Senior Center to more of an independent body. He added that the City does not have a good track record of completing projects over time and doing a quality job. He would be concerned at piecemealing this over time to the detriment of the neighborhood. There are proper plans for parking, sidewalks, and ramps. He supports allocating the \$149,000 to complete this project as designed with the caveat that every cent that has been paid for capital improvements is paid back over a fixed period. He also remarked that over the next 12 months, look at transitioning the Senior Center into a viable entity.

Mayor Brown stated she is open to future discussions on how to make the Senior Center more independent

Vice Mayor Chin clarified that the Senior Center Director's salary is paid through fundraising and from the Community Development Block Grant. The City acts as a pass through for that money. He also agrees to discussing a new way of operating for the Senior Center. For this issue, and to have an aesthetically pleasing building for that area, he is willing to move forward with the \$149,630.00 amount.

Councilor Key pointed out that on the City budget sheet there is a \$7,000 deficit. The money is not neutral. She also expressed that the Senior Center 501(c)(3) becoming independent should be discussed now. The building could remain on the land that is retained and owned by the City and leased to the Senior Center

Mayor Brown expressed she would be willing to schedule a workshop strictly to discuss the Senior Center 501(c)(3)

Councilor Messinger asked for clarification on the payback period on the Capital Improvement dollars the City has invested to date. He would like to include that in the motion at this meeting.

Councilor Key stated that Ms. Lyne made a pledge had been made to pay back the \$100,000 Better Jax Half-Cent Sales when the building was purchased. She asked if that payment had been made?

Senior Center Director Leslie Lyne reported that the money that was raised was going towards building the Senior Center. The \$100,000 payment has not been paid back and she does intend to do that. She stated that at the December 5, 2022, Council meeting she would fundraise to pay back the deficit. She did not realize how astronomical this would be or that construction costs would be that high.

Councilor Messinger stated that for the record there is a plan and commitment to pay back the capital allocations.

Ms. Lyne remarked that she would commit to paying back \$100,000.00 of the original \$406,000.00 for the building, plus the remaining \$149,630.00.

Councilor Key reiterated that if the Senior Center becomes an independent 501(c)(3) over the next 12 months, it could lease the building and the City would retain ownership. The City could contribute to that, with the first donation being the lease of the building and land for \$1 per year. Every dollar, after that initial investment by the City, would be the responsibility of the Senior Center 501(c)(3).

Mr. Roth advised that Council is awarding the bid as part of moving forward. It needs to be clear that the motion awards that bid. He suggested handling the other issues separately.

Councilor Messinger expressed that he has no doubt that Ms. Lyne will continue to raise significant dollars for the ultimate payback. He added that as long as we are on the same page that we are committing to each other is good enough for him. He also agrees on the follow up workshop to discuss the 501(c)(3) moving forward.

Made by Messinger, seconded by Chin.

**MOTION:**                    **TO AWARD THE LOW BID CONTRACT, WITH AN ADDITIONAL NOT TO EXCEED AMOUNT OF \$35,000 FOR THE FIRE SUPPRESSION SYSTEM, IN ADDITION TO A FUTURE WORKSHOP TO DISCUSS THE SENIOR CENTER BECOMING INDEPENDENT FROM THE CITY OF NEPTUNE BEACH**

Roll Call Vote:

Ayes: 4- Livingston, Messinger, Chin, and Brown

Noes: 1-Key

**MOTION CARRIED**

City Hall Roof  
Update

City Hall Roof Update. Mr. Calhoun reported that there were no bids received for CONB 2023-02, City Hall Roof Repair. The bids were due on April 14, 2023. Three roofing contractors reached out and suggested dropping the General Contractor License requirement, include a generic specification to accommodate other roofing systems and complete a simpler roof coating instead of a full replacement.

Mr. Calhoun also reported that the company who manufactured the solar panels on the roof is still in business and one of the largest there is. There is a 25-year warranty on the solar panels. The energy data would be reviewed to discern how productive they are. The rebid would include a line item specific to the reinstallation of the panels. He is recommending is to get more data on the solar panels and possibly replacing just the roof and reinstall the solar panels after storm season.

Councilor Key wanted to bring up that there are leaks over the areas is where the servers, records, and mechanical equipment are located. Mr. Calhoun stated he would look into that issue.

Mayor Brown questioned if we could go ahead and get the roof done as quickly as possible and then put the solar panels back on?

Mr. Calhoun requested to get with the consulting engineer and come back with information for completing just the roof.

Res. No. 2023-07, PORF Board      Resolution No. 2023-07, A Resolution of the City of Neptune Beach, Florida Appointing Members to the Police Officers' Retirement Fund Board.

Made by Key, seconded by Messinger.

**MOTION:**      **TO APPROVE RESOLUTION NO. 2023-07, REAPPOINTING JOHN JOLLY AND APPOINTING MICHAEL PHILLIPS TO THE PORF BOARD**

Roll Call Vote:

Ayes: 5-Livingston, Messinger, Key, Chin, and Brown  
Noes: 0

**MOTION CARRIED**

Waste Pro      Discussion of Waste Pro Contract. Mr. Roth reported that at last month's meeting, Council exercised the right in the contract to request a one-year extension. This then provides Waste Pro 30 days to respond to that request. He advised that additional time is needed. Waste Pro has provided figures for a long-term or short-term extension. He is recommending Council make a formal ask to hold open the negotiating period until the next regular council meeting on June 5<sup>th</sup>, 2023.

Made by Messinger, seconded by Chin.

**MOTION:**      **TO EXTEND THE REQUEST TO WASTE PRO FOR AN EXTENSION UNTIL JUNE 5<sup>TH</sup>, 2023**

Roll Call Vote:

Ayes: 5-Messinger, Key, Livingston, Chin, and Brown  
Noes: 0

**MOTION CARRIED**

### **NEW BUSINESS**

CFO Placement Fee      Approval of CFO Placement Fee. Interim City Manager Richard Pike explained that CFO Jaime Hernandez was hired through a staffing agency, Ascendo. The City's contract with Ascendo stipulates there will be a fee charged if a permanent hire is made based on the salary. Mr. Hernandez's signed offer letter included that he will pay back the fee if he leaves within 12 months.

Made by Key, seconded by Messinger.

**MOTION:**      **TO APPROVE THE PLACEMENT FEE OF \$22,000 TO ASCENDO FOR THE PERMANENT CFO POSITION APPOINTMENT**

Roll Call Vote

Ayes: 5-Key, Livingston, Messinger, Chin, and Brown  
Noes: 0

**MOTION CARRIED**

Dancin' in the Street      Dancin' in the Street Event

Made by Key, seconded by Chin.

**MOTION: TO APPROVE THE DANCIN' IN THE STREET EVENT ON SATURDAY, MAY 20<sup>TH</sup>, 2023**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

Water Tower  
Renovation

Elevated Water Tower Renovation and Cellular Antenna Retrofit. Mr. Calhoun explained since 1997, the City has an annual contract with Suez for inspection and maintenance activities for the elevated water tower. Staff found a purchase authorization for this work signed by CONB officials in May 2022 but no evidence of submission to Council for approval. The work was not performed in FY22 and is now scheduled to begin early June 2023.

The scope of work with respect to costs includes exterior coating system, interior renovation, repair/replace various components, any other steel repairs as needed. It also includes antenna-related demo and rebuild.

Made by Messinger, seconded by Chin.

**MOTION: TO APPROVE THE PURCHASE ORDER FOR \$157,670.00 FOR THE WATER TANK RENOVATION AND RETROFIT**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

Grit Removal  
System

Wastewater Reclamation Facility Grit Removal System. Mr. Calhoun explained that CONB began exploring options to repair the existing grit removal system with the manufacturer, Smith and Loveless in November, 2021. The manufacturer's representative, Environmental Equipment Services (EES) attended a site visit on 12/08/21. Following the initial site visit, EES has scheduled and attended eight additional visits and reviewed every avenue in repairing the Neptune Beach grit system with like for like equipment offered from Smith and Loveless.

Mr. Calhoun reported that the Florida Department of Environmental Protection (FDEP) requires removal of sand and other settleable grit contained in wastewater. The current system was installed in 1987 and is no longer repairable and not effectively performing. This project includes the complete removal of the existing grit drive unit, mixer, vacuum system, pump, motor, control panel, piping, valve, structural improvement, and start up from the sole source vendor, Smith and Loveless.

Made by Chin, seconded by Messinger.

**MOTION: TO APPROVE THE GRIT REMOVAL SYSTEM REPLACEMENT IN THE AMOUNT OF \$179,094.00**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

Hazen and  
Sawyer

Hazen and Sawyer Continuing Services Contract. Mr. Calhoun reported that there is an active consent order the City has with FDEP for violation of its water reclamation facility permit with respect to Total Nitrogen and Total Phosphorus. Design is underway for Plant 2 construction improvements and is currently off-line. Plant 1 has been treating all flow while struggling to perform and will be required to contribute to permit limits even after Plant 2 improvements are complete. Staff has identified for adoption an existing continuing services contract with Pinellas County as provided by Hazen and Sawyer.

Made by Livingston, seconded by Key.

**MOTION: TO APPROVE THE CONTINUING SERVICES CONTRACT WITH HAZEN AND SAWYER**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

Hazen and  
Sawyer-Task #1

Hazen and Sawyer – Task #1. Mr. Calhoun advised that the scope of Task #1 with Hazen and Sawyer is the Wastewater Reclamation Facility Evaluation and Optimization and includes project management, data review and analysis, BioWin modeling, evaluation of IFAS performance, clarifier / RAS hydraulic analysis, BNR optimization / recommendations and on call assistance.

Made by Key, seconded by Messinger.

**MOTION: TO APPROVE TASK #1 WITH HAZEN AND SAWYER IN AN AMOUNT NOT TO EXCEED \$32,480.00**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

Saltus  
Engineering

Saltus Engineering Continuing Services Contract. Mr. Calhoun stated that the City has an active consent order with FDEP for significant sanitary sewer overflows which occurred in 2021 and for which improvements have been completed. The consent order requires the City to complete and submit to FDEP an initial Capacity, Management, Operations and Maintenance (CMOM) and Asset Management Program (AM) evaluation of the sanitary sewer system. Staff has identified for adoption an existing continuing services contract with the Town of Welaka as provided by Saltus Engineering to provide support for these activities

Made by Key, seconded by Livingston.

**MOTION: TO APPROVE THE CONTINUING SERVICES CONTRACT WITH SALTUS ENGINEERING**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

Saltus Engineering-Task #1

Saltus Engineering – Task #1. Mr. Calhoun indicated that Task #1 with Saltus Engineering would include Sewer Overflow Response Plan (SORP), monitoring data review and Sewer System Capacity Analysis Report, management and financial analysis, and prepare CMOM and AM Program assessment and summary report.

Made by Chin, seconded by Key.

**MOTION:** **TO APPROVE TASK #1 WITH SALTUS ENGINEERING IN AN AMOUNT NOT TO EXCEED \$23,500.00**

Roll Call Vote:

Ayes: 5-Livingston, Messinger, Key, Chin, and Brown  
Noes: 0

**MOTION CARRIED**

Effluent Pumps Variable Frequency Drives

Effluent Pumps Variable Frequency Drives. Mr. Calhoun reported that treated wastewater effluent is pumped by two, 150 HP pumps with pumping capacity controlled by variable frequency drives (VFDs). The existing VFDs are tripping frequently; both Siemens and an electrical contractor were utilized in an attempt to troubleshoot and repair. The existing VFDs are over 10 years old and require air conditioning whereas the new models do not. This sole source of Siemens will allow the programming contractor to easily add these units to the existing plant computer operating system.

Made by Livingston, seconded by Chin.

**MOTION:** **TO APPROVE PURCHASE OF VARIABLE FREQUENCY DRIVES AND PROGRAMMING SERVICES FROM AWC IN THE AMOUNT OF \$17,959.46**

Roll Call Vote:

Ayes: 5-Messinger, Key, Livingston, Chin, and Brown  
Noes: 0

**MOTION CARRIED**

**COUNCIL COMMENTS**

Vice Mayor Chin thanked Public Works staff for work on the Neptune Beach sign. He also announced Tuesday, May 2, 2023 is National Teacher Appreciation Day and requested everyone thank a teacher for what they do.

Adjournment

There being no further business, the meeting adjourned at 8:55 p.m.

\_\_\_\_\_  
Elaine Brown, Mayor

ATTEST:

\_\_\_\_\_  
Catherine Ponson, CMC  
City Clerk

Approved: \_\_\_\_\_





**MINUTES**  
**SPECIAL CITY COUNCIL MEETING**  
**THURSDAY, MAY 24, 2023, 3:00 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 Thursday, May 24, 2023, 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 (*absent*)  
 Councilor Nia Livingston (*absent*)  
 Councilor Josh Messinger

STAFF:

City Attorney Zachary Roth (*via CMT*)  
 Interim City Manager Richard Pike  
 Interim Police Chief Michael Key  
 Chief Financial Officer Jaime Hernandez  
 Public Works Director Deryle Calhoun  
 Deputy Public Works Director Colin Moore  
 City Clerk Catherine Ponson

Call to Order/Roll Call

Mayor Brown called the Special Meeting to order at 3:00 p.m.

FY2021 Audit  
 Presentation

Ronald Whitesides, Partner, with Purvis Gray, presented the FY2021 Comprehensive Annual Financial Report for the City of Neptune Beach. Andrew Miller, Audit Manager, with Purvis Gray, was also present. Mr. Whitesides pointed out that due to some of the process and control issues and in order to meet deadlines, there is an unresolved issue with the clearing fund. A clearing fund is used for certain payroll clearing transactions. The clearing fund within the General Fund contains negative cash and negative liability balances of approximately \$226,000 each, that management has not been able to provide documentation or explanation for. Because of the lack of documentation related to these accounts we were unable to form an opinion regarding these clearing fund amounts, which are material to the General Fund and Governmental Activities

Mr. Whitesides reported that the remaining funds have been issued an unmodified opinion, which is a clean opinion. He continued with reviewing the income statement for the governmental activities. These are nonbusiness activities. For the year, the City operated at a deficit of \$1.2 million, which was driven by the Jarboe Park improvements. Better Jax funds were used for that. He said the fund balance position of the governmental funds had \$1.3 million in unassigned funds, which means it could be used for any purpose. He added that the Government Finance Officers Association guidelines recommend that governments should have at least two months reserve in the General Fund. The City has a little over the minimum recommended amount.

Mr. Whitesides continued the audit review, including internal controls. During the year, the City experienced unexpected turnover in the finance department. When unexpected turnover of key personnel in a small organization such as the City occurs, there is significant loss of institutional knowledge as well as a lack of familiarity with the activity being audited.

Mr. Whitesides reported that Sanitation Fund operating expenses continue to exceed revenues; as a result, the fund has a negative cash and fund balance position at year-end. The negative cash position has been temporarily eliminated by an interfund loan. He recommended that the City review sanitation costs and rates if the intent is for sanitation services to pay for themselves or, if not, budget transfers in from other funds to make up the operating deficits.

Mr. Whitesides confirmed Vice Mayor Chin’s inquiry that some or most of the issues come from turnover and the lack of manpower to manage the processes. Mr. Whitesides added needing a better system of documenting job responsibilities.

Vice Mayor Chin questioned if the only recourse for the sanitation fund would be to raise rates.

Mr. Whitesides stated there is a possibility there are cost allocations that need to be looked at. There is also a hauler contract price versus what is being charged that would be the rate issue.

Mayor Brown summarized that the City has a new CFO and the City is on track to move forward.

Public Comment

Pat Hazouri, 207 Florida Boulevard, Neptune Beach, suggested Council look into Code Enforcement, and look into the efficiency of the system before raising rates. She stated she hopes to get actual figures that represent the expenditures of the City.

Chuck McCue, 1908 Third Street, Neptune Beach, stated there is no excuse for the FY2021 being completed now in 2023. He commented that the City needs to make sound financial decisions at the top. The City needs better management, clarity and more discussion with constituents.

Adjournment

There being no further business, the Special Meeting adjourned at 3:32 p.m.

\_\_\_\_\_  
Elaine Brown, Mayor

ATTEST:

\_\_\_\_\_  
Catherine Ponson, CMC  
City Clerk

Approved: \_\_\_\_\_



**Agenda Item #8A, Ord. No. 2023-02  
Tree Trimming and Removal**

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

<b>AGENDA ITEM:</b>	Item 8A - <u>Ordinance No. 2023-02, Second Read and Public Hearing.</u> An Ordinance Creating Section 14-12, Chapter 14 (Offenses); Governing Waste from Tree Trimming and Removal; Providing for Severability; Providing an Effective Date
<b>SUBMITTED BY:</b>	Councilor Josh Messinger
<b>DATE:</b>	May 31, 2023
<b>BACKGROUND:</b>	<p>Ordinance No. 2023-02 would address the concerns due to an increase in the number of trees being removed and placed on the curb or right-of-way for pickup. This would prohibit the placement and storage of such debris by commercial businesses on the curb or right-of-way.</p> <p>This was discussed at the April 17, 2023 Council Workshop and moved forward for First Read. It was approved unanimously at First Read on May 1, 2023.</p>
<b>BUDGET:</b>	N/A
<b>RECOMMENDATION:</b>	Consider Ordinance No. 2023-02, Creating Section 14-12, Governing Waste from Tree Trimming, for adoption at the June 5, 2023, Regular City Council Meeting
<b>ATTACHMENT:</b>	Ordinance No. 2023-02



**INTRODUCED BY:  
COUNCILOR MESSINGER**

**ORDINANCE NO. 2023-02**

**A BILL TO BE ENTITLED**

**AN ORDINANCE CREATING SECTION 14-12, CHAPTER 14 (OFFENSES); GOVERNING WASTE FROM TREE TRIMMING AND REMOVAL; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Section 1.03 of the City Charter, the City is vested with all governmental, corporate, and proprietary powers to enable it to conduct municipal government, perform municipal functions, and render municipal services, and may exercise any power for municipal purposes except as expressly prohibited by law or the City Charter; and

**WHEREAS**, such powers include the powers to regulate business operating within the City in any legal manner not preempted by the State of Florida; and

**WHEREAS**, the City has observed an increase in the number of trees being removed and placed on the curb or in the right-of-way for pickup (“debris”); and

**WHEREAS**, the placement and storage of such items in the right-of-way constitute a hazard to traffic, impair emergency and utility access, and otherwise pose a threat of harm to the public;

**WHEREAS**, to address the concerns provided above, the City Council determines that a prohibition on the storage of such debris by commercial businesses on the curb or in the right-of-way is in the best interest of the City;

**WHEREAS**, the City Council for the City of Neptune Beach, Florida finds and declares that this ordinance is in the best interest of the public health, safety and welfare of the citizens and residents of the City, that it advances a significant and important governmental interest, and that it furthers the City’s performance of municipal functions and rendering of municipal services.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF NEPTUNE BEACH, FLORIDA, THAT:**

**Section 1. Creating Section 14-12, Waste from tree trimming and removal.** Creating Section 14-12, Waste from tree trimming and removal, Chapter 14 (Offenses), City of Neptune Beach Code of Ordinances as follows:

**Sec. 14-12. – Debris from tree trimming and removal.**

(a) Commercial businesses engaged in the cutting, pruning, removal, alteration, or trimming of trees (“Alteration”) shall be responsible for disposing of the debris from the Alteration. No debris from such Alteration shall be placed in any residential or commercial refuse container or set out for curbside pickup, or otherwise placed on the curb or within the right-of-way for any period whatsoever.

(b) Commercial businesses engaged in clearing land in preparation for construction or clearing and/or cleaning a vacant lot shall be responsible for disposing of the debris from such land clearing and/or cleaning. No debris from such operations shall be placed in any residential or commercial refuse container or set out for curbside pickup, or otherwise placed on the curb or within the right-of-way for any period whatsoever.

(c) Anyone subject to the provisions of this section shall immediately notify the City upon commencement of removal of debris for the purpose of permitting the City to determine that the debris is removed in accordance with this section. Such obligation shall not be construed as an obligation to notify the City of the pruning, trimming, or removal of the tree, but notice as to the disposal of the debris.

(d) For purposes of this section:

- (i) Each separate tree for which all or a portion of the tree’s debris is placed in violation of this section shall constitute a separate violation;
- (ii) Each failure to notify as required above shall be a separate violation; and
- (iii) Repeat violations shall be determined based on the offender, not the property owner. For clarification, if anyone is determined to have violated this provision, any further violation, whether an additional tree on the same property or associated with a separate property, shall be considered a separate violation.

(e) Penalties. The fine for a first violation shall be up to \$250.00 per day, or the maximum allowed by law if such amount is greater. The fine for any repeat violation shall be up to \$500.00 per day, or the maximum allowed by law if such amount is greater. In imposing the fine, the magistrate should consider (i) the gravity of the violation; (ii) any actions taken by the violator to correct the violation; (iii) any previous violations committed by the violator; and (iv) whether such party violated any other provision of the Code or Florida law in the course of conducting its business.

**Section 2. Severability.** If any section, sentence, clause, phrase, or word of this Ordinance is, for any reason, held or declared to be unconstitutional, inoperative or void, such holding or invalidity shall not affect the remaining portions of this Ordinance,

and it shall be construed to be the legislative intent to pass this Ordinance without such unconstitutional, invalid or inoperative part therein.

**Section 3. Effective Date.** This Ordinance shall become immediately upon passage by the City Council.

**VOTE RESULTS OF FIRST READING:**

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

Passed on First Reading this 1<sup>st</sup> day of May, 2023.

**VOTE RESULTS OF SECOND AND FINAL READING:**

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

Passed on Second and Final Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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Elaine Brown, Mayor

ATTEST:

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Catherine Ponson, CMC, City Clerk

Approved as to form and  
correctness:

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Zachary Roth, City Attorney



Agenda Item #8B, Ord. No. 2023-03  
 Prohibiting Smoking and Vaping in Public  
 Parks and Beaches

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

<b>AGENDA ITEM:</b>	Item 8B - <u>Ordinance No. 2023-03, Second Read and Public Hearing.</u> An Ordinance of the City of Neptune Beach, Florida, Creating Sections 18-10 through 18-13, Article II, Smoking, Chapter 18, Streets, Sidewalks and Other Places; Prohibiting Smoking and Vaping in Public Parks and Beaches within the City; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.
<b>SUBMITTED BY:</b>	Mayor Elaine Brown
<b>DATE:</b>	May 31, 2023
<b>BACKGROUND:</b>	<p>Florida Statutes Section 386.209, authorizes municipalities to regulate smoking within the boundaries of their public beaches and public parks, with certain restrictions.</p> <p>Jacksonville Beach and Atlantic Beach have both enacted legislation pursuant to Section 386.209. Both ordinances are attached.</p> <p>This was discussed at the April 17, 2023, Council Workshop and passed unanimously at First Read on May 1, 2023.</p>
<b>BUDGET:</b>	N/A
<b>RECOMMENDATION:</b>	Consider Ordinance No. 2023-03, Prohibiting Smoking and Vaping in Public Parks and Beaches within the City, for adoption at the June 5, 2023, Regular City Council Meeting
<b>ATTACHMENT:</b>	Ordinance No. 2023-03

**SPONSORED BY:  
MAYOR BROWN**



**ORDINANCE NO. 2023-03**

**A BILL TO BE ENTITLED**

**AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA, CREATING SECTIONS 18-10 THROUGH 18-13, ARTICLE II, SMOKING, CHAPTER 18, STREETS, SIDEWALKS AND OTHER PUBLIC PLACES; PROHIBITING SMOKING AND VAPING IN PUBLIC PARKS AND BEACHES WITHIN THE CITY; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, tobacco use causes death and disease and continues to be an urgent public health threat, as evidenced by the following:

- The World Health Organization (WHO) estimates that tobacco kills up to half of its users, amounting to more than 8 million deaths each year worldwide, including nearly half a million people who die prematurely from smoking in the United States alone;
- Tobacco use causes disease in nearly all organ systems and is responsible for an estimated 87% of lung cancer deaths, 32% of coronary heart disease deaths, and 79% of all chronic obstructive pulmonary disease deaths in the United States;
- The estimated economic damage attributable to smoking and exposure to secondhand smoke in the United States is nearly \$300 billion annually;
- Despite significant progress, tobacco use remains the leading cause of preventable death and disease in the United States;
- Specifically, in Florida, 29.4% of cancer related deaths are attributable to smoking;
- Electronic vapor products have been found to contain nicotine, lead, formaldehyde, and thousands of other chemicals. These products damage DNA and harm parts of the brain responsible for learning and mental health; and

**WHEREAS**, secondhand smoke exposure is harmful and widespread, as evidenced by the following:

- Children exposed to secondhand tobacco smoke have an increased risk of sudden infant death syndrome, asthma, physical and cognitive developmental abnormalities, and cancer;
- The 2006 U.S. Surgeon General's report, "The Health Consequences of Involuntary Exposure to Tobacco Smoke," concluded that there is no safe level of exposure to secondhand smoke;



- The World Health Organization in 2007 declared that there is indisputable evidence that implementing 100% smoke-free environments is the only effective way to protect the population from the harmful effects of exposure to secondhand smoke;
- In Florida, 59% of children between ages 11 and 17 report being exposed to secondhand smoke from cigarettes or electronic vapor products; and

**WHEREAS**, there is emerging evidence that exposure to the aerosol produced by a vapor- generating electronic device may be harmful, as evidenced by the following:

- E-cigarettes produce an aerosol that contains at least ten chemicals known to cause cancer, birth defects, or other reproductive harm;
- Bystanders exposed to e-cigarette aerosol can also absorb its nicotine;
- The aerosol is made up of a high concentration of ultrafine particles, and the particle concentration is higher than in conventional tobacco cigarette smoke;
- Exposure to fine and ultrafine particles may exacerbate respiratory ailments like asthma, and constrict arteries which could trigger a heart attack; and

**WHEREAS**, tobacco waste is a major, consequential, and persistent source of litter, as evidenced by the following:

- The roughly 6.3 trillion cigarettes smoked globally each year result in 300 billion packs that produce almost 2 million tons of wastepaper, cellophane, foil, and glue as well as trillions of butts littered across roadways, sidewalks, parks, and other green spaces;
- Both tobacco industry and peer-reviewed research found that most smokers admit littering their cigarette butts; for example, one study found 74.1% of smokers admitted littering cigarette butts at least once in their life and 55.7% admitted to littering them in the past month;
- In an observational study of nearly 10,000 individuals, 65% of smokers disposed of their cigarette butts as litter;
- Cigarette butts are perennially the most common form of litter collected during cleanup programs worldwide. For example, in 2018, cigarette butts made up nearly 16% of all litter collected through cleanup programs in the U.S. (809,538 out of 5,106,515 items);
- Cigarette butts are often cast onto sidewalks and streets, and frequently end up in storm drains that flow into streams, rivers, bays, lagoons, and ultimately the ocean;
- As of August 2019, the U.S. Environmental Protection Agency recognizes nicotine- containing vapor-generati ng electronic devices as acute hazardous waste when disposed properly; and

**WHEREAS**, cigarette butts, smokeless tobacco, and vapor-generating electronic devices pose a health threat of poisoning to young children, as evidenced by the following:

- In 2018, American poison control centers logged nearly 13,000 cases involving exposure to cigarettes, cigarette butts, vapor-generating electronic

- devices, or other tobacco products, and of these, more than 10,000 (79.0%) occurred in children aged 5 years and younger;
- Among the 10,266 cases of nicotine and tobacco product exposure recorded in 2018 among children 5 years of age and younger by American poison control centers, 50.3% involved cigarettes, 18.4% involved vapor-generating electronic devices, and 8.0% involved other tobacco products;
  - The annual number of electronic cigarette exposure cases among children less than 5 years of age reported to American poison control centers increased from 10 in 2010 to 1,835 in 2018, a 14,015% increase; and
  - Children who ingest tobacco products can experience vomiting, nausea, lethargy, and gagging, with e-liquids potentially posing a greater risk of toxicity or fatality through either ingestion or transdermal absorption; and

**WHEREAS**, Florida cities and counties have the legal authority to adopt local laws that prohibit smoking in public parks and beaches pursuant to Fla. Stat. §386.209; and

**WHEREAS**, the City Council for the City of Neptune Beach, Florida finds and declares that this ordinance is in the best interest of the public health, safety and welfare of the citizens and residents of the City, that it advances a significant and important governmental interest, and that it furthers the City's performance of municipal functions and rendering of municipal services.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL ON BEHALF OF THE PEOPLE OF THE CITY OF NEPTUNE BEACH, FLORIDA that:**

**SECTION 1.** Sections 18-10 through 18-13, Article II – Smoking, Chapter 18, Streets, Sidewalks and Other Public Places, of the Code of Ordinances of the City of Neptune Beach, Florida are hereby created as follows:

Sec. 18-10. Definitions. The following words and phrases, whenever used in this Article shall have the meanings defined in this section unless the context clearly requires otherwise:

(a) "Beach" means the publicly owned zone of unconsolidated material that extends landward from the mean low-water line to the place where there is marked change in material or physiographic form, or to the line of permanent vegetation, usually the effective limit of storm waves. "Beach" includes a shore of a body of water covered by sand, gravel, or larger rock fragments.

(b) "Vapor-generating Electronic Device" means an electronic device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device, including, but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, or a hookah.

(c) "Park" means all public property specifically designated as being used for outdoor recreational or park purposes and where children regularly congregate. "Outdoor recreational or park purposes" includes, but is not limited to, boating,

golfing, camping, swimming, horseback riding, and archaeological, scenic, or scientific sites and applies only to land which is open to the general public.

(d) "Smoking" means inhaling, exhaling, burning, carrying, or possessing any lighted or heated tobacco product, including cigarettes, filtered cigars, pipe tobacco, and any other lighted or heated tobacco product whether natural or synthetic .. For the purposes of this policy only, smoking does not include the use of unfiltered cigars (pursuant to Florida Statute 386.209).

(e)"Tobacco Product" means:

(1) any product containing, made, or derived from tobacco, nicotine or nicotine analogues that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus;

(2) any vapor-generating electronic device as defined in this article and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; or

(3) any component, part, accessory, of (1) or (2), whether or not any of these contains tobacco or nicotine, including but not limited to filters, rolling papers, blunt or hemp wraps, hookahs, and pipes.

"Tobacco Product" does not mean drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.

(f) "Tobacco Product Waste" means any material that is left over and regularly intended to be discarded after the use or consumption of a tobacco product. Tobacco Product Waste includes, but is not limited to, discarded cigarette butt filters, cigar or cigarillo tips, cigarette packs, cigar or cigarillo wrappers, vapor-generating electronic devices of all types, vapor-generating electronic device cartridges or refill containers, plastic packaging, foil, or other disposable tobacco product remnants or tobacco product packaging in any form.

(g) "Vape" or "vaping" means to inhale or exhale vapor produced by a vapor - generating electronic device or to possess a vapor-generating electronic device while that device is actively employing an electronic, chemical, or mechanical means designed to produce vapor or aerosol from a nicotine product or any other substance. The term does not include the mere possession of a vapor-generating electronic device.

## Sec. 18-11. Prohibition of Smoking and Vaping in Recreational Areas.

Smoking and the use of all other tobacco products is prohibited in all parks and beaches within the city. Unfiltered cigars are exempted under 386.209, Florida Statutes.

Sec. 18-12. Other Requirements and Provisions.

- (a) No person shall dispose of tobacco product waste in any park or beach.
- (b) The city manager or their designee shall post at least one clear, conspicuous and unambiguous "No Smoking or Vaping" sign at each point of ingress to the area, and in at least one other conspicuous location where individuals congregate (such as restrooms, playgrounds, or buildings) within each recreational area. For purposes of this section, the city manager or their designee shall be responsible for the posting of signs in regulated facilities owned or leased in whole or in part by the city. Notwithstanding this provision, the presence or absence of signs shall not be a defense to a charge of smoking or vaping in violation of any other provision of this ordinance.

Sec. 18-13. Compliance and Enforcement.

The success of this policy depends on the consideration and cooperation of both tobacco-users and non-users. Individuals acting in violation of this policy will be reminded and asked to comply. Individuals who violate this policy may be asked to leave the park or beach.

Enforcement and penalties for violation of this section shall be in keeping with Section 1-12.\*

**SECTION 2. Conflict.** All ordinances, resolutions, official determinations or parts thereof previously adopted or entered by the City or any of its officials and in conflict with this ordinance are repealed to the extent inconsistent herewith.

**SECTION 3. Severability.** If a Court of competent jurisdiction at any time finds any provision of this Ordinance to be unlawful, illegal, or unenforceable, the offending provision shall be deemed severable and removed from the remaining provisions of this Ordinance which shall remain in full force and intact.

**SECTION 4. Effective Date.** This ordinance shall take effect upon final reading and approval.

**VOTE RESULTS OF FIRST READING:**

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

Passed on First Reading this 1<sup>st</sup> day of May, 2023.

**VOTE RESULTS OF SECOND AND FINAL READING:**

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

Passed on Second and Final Reading this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Elaine Brown, Mayor

ATTEST:

\_\_\_\_\_  
Catherine Ponson, City Clerk

Approved as to form and content:

\_\_\_\_\_  
Zachary Roth, City Attorney



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

<b>AGENDA ITEM:</b>	City Hall Roof Replacement – Project Update
<b>SUBMITTED BY:</b>	Deryle Calhoun, P.E. Public Works Director
<b>DATE:</b>	May 30, 2023
<b>BACKGROUND:</b>	<p>City Hall roof replacement was advertised for bid on DemandStar and in a local newspaper on March 7, 2023. At the bid opening on April 14, 2023, no bids were received. Staff reached out to various contractors to determine why no bids were received and to ensure future bidders.</p> <p>Staff and CONB’s consulting engineer have modified the bid documents and plans after receiving feedback from contractors. Changes include:</p> <ul style="list-style-type: none"> <li>• Dropped General Contractor license as minimum and require a Roofing Contractor license instead.</li> <li>• Included a membrane roofing system specification for consideration in addition to the roofing system originally specified (modified bituminous).</li> <li>• Dropped requirement for prior government-owned roof projects.</li> <li>• Removed replacement of the standing seam metal roof and related solar panels.</li> <li>• Added re-installation of the flat roof solar panels as a separate bid item.</li> </ul> <p>The consulting engineer believes six weeks should be budgeted for the entire project, which includes three weeks for roof replacement.</p> <p>Solar production data was gathered by the original installer via a web-based reporting tool and compared to credits received from Beaches Energy. Production appears to be as expected and compares favorably to original install data. Communication with the system was lost in early 2020 – “Overall, the system looks to be producing as expected but we cannot verify any percentage of efficiency loss in the last 3 years without reestablishing connections.”</p> <p>Solar panels were installed 14 years ago and have a 25-year warranty. After receiving a bid for panel reinstallation, a payback period can be calculated and decision made on reinstallation.</p>
<b>BUDGET:</b>	Previously approved FY23 Budget – 001-1119-519-60-62 Building Improvements
<b>RECOMMENDATION:</b>	Bid the project now and once solar reinstallation cost is known determine if panels should be reinstalled on the flat roof.
<b>ATTACHMENT:</b>	None

FW: Pressure Washing of Sidewalks in Town Center

Richard Pike <cop@nbfl.us>

Thu 5/18/2023 8:03 AM

To: Catherine Ponson <clerk@nbfl.us>

Cc: Josh Messinger <JoshMessinger@nbfl.us>

📎 1 attachments (93 KB)  
estimate\_1016340133.pdf;

Catherin,

Please place this on the agenda for the June 5<sup>th</sup>, Council meeting. Councilor Messinger would like to bring this up for discussion. Please place a copy of the estimate in the Council's agenda packets.

RICHARD J PIKE, CHIEF OF POLICE  
NEPTUNE BEACH POLICE DEPARTMENT  
200 LEMON ST.  
NEPTUNE BEACH, FL 32266  
WORK (904) 270-2424  
CELL (904) 626-0528  
[COP@NBFL.US](mailto:COP@NBFL.US)

---

**From:** Colin Moore <colinmoore@nbfl.us>  
**Sent:** Wednesday, May 17, 2023 4:12 PM  
**To:** Richard Pike <cop@nbfl.us>  
**Cc:** Cheryl Bäck <acm@nbfl.us>  
**Subject:** FW: Pressure Washing of Sidewalks in Town Center

FYI

Colin Moore

Deputy Director,  
Public Works  
City of Neptune Beach  
2010 Forest Avenue  
Neptune Beach, Florida 32266  
[colinmoore@nbfl.us](mailto:colinmoore@nbfl.us)  
904-749-0067



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**From:** Richard Arthur <[richardwarthur@gmail.com](mailto:richardwarthur@gmail.com)>

**Sent:** Wednesday, April 26, 2023 6:03 PM

**To:** Colin Moore <[colinmoore@nbfl.us](mailto:colinmoore@nbfl.us)>; Richard Pike <[cop@nbfl.us](mailto:cop@nbfl.us)>; Josh Messinger <[JoshMessinger@nbfl.us](mailto:JoshMessinger@nbfl.us)>

**Cc:** Kendra Robertson <[kendra.robertson@gmail.com](mailto:kendra.robertson@gmail.com)>

**Subject:** Pressure Washing of Sidewalks in Town Center

Good afternoon everyone,

Following up on a conversation yesterday I had with Colin as well as a project the BTCA has been working on for a very long time.

The pressure washing of the red bricks in the ROW of Town Center.

This is a service we require of private entities for use of in sidewalk lease as well as a regular service that merchants perform on their private property in Town Center.

We have quoted and spoke to several vendors in the past for this project, but none seem capable of the project until we engaged with Krystal Klean under an existing municipal contract.

A little background on,

The Estimate is from Krystal Klean, Based on contract rates from a St Johns County RFP for services awarded to Krystal Klean.

Krystal Klean performs this same service weekly in downtown St Augustine as well as other locations for City of Jacksonville.

This is a municipal contract with established static rates. Currently the City of Atlantic beach as well a City of Jacksonville has adopted this contract for services.

Rate with chemical and hot water is .09 a sqft, they wheeled off approx. 28,200 Sqft, in NB, which equates to a grand total of \$2,538. Best number we have ever seen on this project.

They have approval from JEA to hook meters to fire hydrants to pull water, and would run crews in the middle of the night for.

Gum removal is listed as a not to exceed number, as \$2750 for AB and NB town center, hours would be tracked and split accordantly.

We would except 1<sup>st</sup> time may use most of this not to exceed, but any following years closer to just the base Price. If you take a closer look at the conditions of the brick sidewalks throughout town center you will see in some places the spotted gum is starting to connect into larger pools of gum and other debris stains in the brick.

These municipal contract rates are not available to commercial or nonprofits.

The BTCA would like to request an initial implementation of the attached estimate from what we believe is a fund bucket allocated for Town Center improvement and maintenance, followed by a once a year budget item from the North Beach Parking revenue bucket. We believe the North Beach Parking Program revenues were designed to be allocated for such use. We would only expect this to be completed in conjunction with COAB, to which they would be responsible for the estimated 18,500 Sqft of bricked area on the COAB Side.

Let us know what you think, would happy to sit down to discuss if needed.

Thank you for service, time, and consideration on

Richard Arthur



Beaches Town Center Agency  
Treasurer  
904.422.7424

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



PO Box 51289  
 Jacksonville Beach FL 32240  
 (877) 875-5326, (904) 220-3331  
 Info@krystalklean.com

# Estimate 1016340133

<b>DATE</b>	04/21/2023
<b>PO #</b>	
<b>Provided By</b>	Jason Krynock jkrynock@krystalklean.com

CUSTOMER
Beaches Town Center Agency Richard Arthur
(904) 422-7424 richardwarthur@gmail.com

SERVICE LOCATION
Beaches Town Center Agency Beaches Town Center Agency 200 First Street Neptune Beach, FL, 32266 (904) 422-7424 richardwarthur@gmail.com

DESCRIPTION	Pressure Wash Brick Pavers in specified areas of AB and NB Town Center
-------------	--

Estimate			
Description	Qty	Rate	Total
<b>Commercial Pressure Washing - Neptune Beach Side</b> Using Chemical to clean \$0.09  Hot Water Only: 28,200 x \$0.07 = \$1,974  It is our professional recommendation that we use chemicals first. We may be able to use just hot water on the recurring/monthly, quarterly, or bi-annual cleaning.  -Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned. -Please review any specific concerns with your estimator so we arrive prepared to meet your needs. -Technicians work safely to protect customer property and the surrounding environment. -Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.	28200.00	\$0.09	\$2,538.00
<b>Commercial Pressure Washing - Atlantic Beach Side</b> Using Chemical to clean \$0.09  Hot Water Only: 18,200 x \$0.07 = \$1,274  It is our professional recommendation that we use chemicals first. We may be able	18500.00	\$0.09	\$1,665.00

to use just hot water on the recurring/monthly, quarterly, or bi-annual cleaning.

-Pressure wash surfaces with moderate heat, regulated pressure, and a balanced anti-microbial solution to remove organic build-up. Some stains may not be fully removable from surfaces being cleaned.

-Please review any specific concerns with your estimator so we arrive prepared to meet your needs.

-Technicians work safely to protect customer property and the surrounding environment.

-Technicians will inspect surfaces to identify potential water intrusion points and give recommendations for waterproofing, painting, or sealing. Cleaning methods may be adjusted depending on surface conditions.

<b>Gum Removal - NTE hourly rate</b>	50.00	\$55.00	\$2,750.00
Master Contract 20-MCC-KRY-1220			

Section 3 Hourly Rate  
Hourly Rate for Mason Work \$55/man hour

This is a NTE Rate of 50 man hours for removing gum form brick pavers on the sidewalks of the Atlantic Beach and Neptune Beach sides of the Town Center. Crew will keep track of time post initial chemical cleaning to remove gum from areas mapped out. Hours will be adjusted down to actual. If cleaning time exceeds 50 hours, a change order will be provided to cover the estimated time to complete gum removal.

<b>JEA Water Meter</b>	2.00	\$125.00	\$250.00
Rental of JEA water meter for use with city water sources.			

2 Day Rental

Duval		7.50%	\$206.25
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**Estimate Total: \$7,409.25**

**CUSTOMER MESSAGE**

Thank you for the opportunity to serve you!

We uphold the highest industry standards for glass cleaning tools and methods but must inform and educate its customers about the inherent risk of scratches when cleaning glass. Given the facts below, we cannot be held liable for glass scratches. Minuscule glass particles (or "glass fines") may exist on the pane surface. This flaw is common for tempered or hurricane-proof glass often installed in Florida. During a normal cleaning process, these glass fines can break off and cause hairline scratches. Removal of paint, adhesives, calcium deposits, or construction debris may require the use of scrubbing pads or scrapers, which increases the risk of scratched glass, and is a separate service from standard window cleaning. When cleaning glass to remove calcium deposits, some brands of tinted or soft glass may be micro-scratched with vinyl buffing pads. Preexisting scratches may be visible or apparent after the glass is cleaned.

Terms of payment: The total amount stated is due upon completion. Where applicable, credit cards will be charged for the total amount upon completion based on the credit card information provided in advance. All late payments (over 30 days) may bear interest at the highest rate permissible under Florida law calculated daily and compounded monthly. Customer shall also be responsible for paying all reasonable costs incurred in collecting any late payments, including, without limitation, attorneys' fees.

Estimate Accepted By:

Accepted Date:



**Agenda Item #10B**  
**Surplus Items**

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

<b>AGENDA ITEM:</b>	Approval of Surplus Items
<b>SUBMITTED BY:</b>	Deputy Public Works Director Colin Moore
<b>DATE:</b>	5/23/23
<b>BACKGROUND:</b>	<p>Public Works is requesting the attached list of items to be declared surplus.</p> <p>The exact value is not known, but based on comparable sales on auction sites, the Street Sweeper could sell for over \$10,000.</p> <p>The remaining vehicles (Items 2-6) are all in poor condition and currently do not run. It has been determined that repair is not cost effective.</p>
<b>BUDGET:</b>	
<b>RECOMMENDATION:</b>	Consider approval of these items as surplus.
<b>ATTACHMENT:</b>	Surplus Form and Item Description Sheets

CITY OF NEPTUNE BEACH  
\*SURPLUS ITEMS\*

Item #	Item Name:	Make:	Model:	Serial #	Time Out of Service/Engine Description	Condition	Location/Dept.	Est. Value	City I.D. #
1	2008 Isuzu Street Sweeper	Isuzu	Street Sweeper	JALEW16387901412	Sitting 9 months, Will Start	Poor	Stormwater	\$20,000	650
2	2003 Extended Cab Truck	Chevrolet	1500	2GCEC19X231255857	Sitting for 1 year, Doesn't run for unknown reason	Poor	Public Works	Scrap/Parts	651
3	2006 Ford F-150 2 Dr 2WD	Ford	F-150	1FTRF12206NR10360	Sitting for over 2 years after new truck purchased, Manifold leak	Poor	Water	\$500	643
4	2004 Chevrolet Extended Cab 2WD	Chevrolet	Colorado Z85	1GCCS198X48178883	Sitting for 3 years after new truck purchased, Engine runs very rough/rattles	Poor	Public Works	\$500	640
5	2006 Ford F-150 XL 2WD	Ford	F-150	1FTRF12W06NB10359	Sitting for 1 year 6 months after employee retired, Mainfold leak	Poor	Water	\$500	644
6	2002 GMC 2500HD	GMC	2500HD	1GTHC29U92E262892	Sitting for over 2 years after new truck purchased, Unknown engine details	Poor	Public Works	\$500	635

Div. Head \_\_\_\_\_ Date: \_\_\_\_\_  
 Director, Public Works \_\_\_\_\_ Date: \_\_\_\_\_  
 City Manager: \_\_\_\_\_ Date: \_\_\_\_\_

**Item #1**

**2008 Isuzu Street Sweeper**

This vehicle has been retired from the city fleet. The vehicle has been sitting for around 9 months. Vehicle is in good condition with some wear and tear. This vehicle has no brooms attached to the lower brackets. The vehicle has a rusted blower. The screen in the hopper needs to be replaced. This vehicle runs but not a long distance. This vehicle will turn over with the key and has the keys for the operating unit. Decals have been stripped of sweeper and is ready for surplus.

**Mileage: 11,324. Starting Bid: \$20,000**



**Comparable Items:**



Lot #: 318

**2006 ISUZU NQR Tymco 435 on Street Sweeper**

Meter Reads: 13,811 Mi\*

Details: Isuzu 4HK1TC 4 Cylinder Diesel Engine, 2005 US EPA Label, Automatic Transmission...



Live Auction

NORTH EAST, MD

Tuesday, December 20, 2022 (Day 1 of 3)

Sold for: **22000 USD**



Lot #: 810

**2010 ISUZU NPR HD 2010 Tymco 210 on Street Sweeper**

Meter Reads: 7,494 Mi\*

Details: Isuzu 4HK1TC 4 Cylinder 5.2 L Diesel Engine, 2009 US EPA Label, Automatic Transm...



Live Auction

TIPTON, CA

Friday, February 17, 2023

Sold for: **39000 USD**

**Item #2**

**2003 Chevrolet 1500 Extended Cab Truck**

This vehicle has been retired from the city fleet. Vehicle is in poor condition. Interior is in poor condition. Exterior is in poor condition. This vehicle doesn't run but may start with the booster box. The vehicle has a broken tail light. This vehicle cannot travel a long distance and may need to be towed. This vehicle is listed for scrap /parts on the surplus list.

**Mileage: 148,357. Starting Bid: \$50.**



**Item #3**

**2006 Ford F-150 2 Dr 2WD**

This vehicle has been retired from the city fleet. This vehicle has been sitting for 2 years. Vehicle does not run and will need to be towed. Vehicle is in poor condition. Vehicle interior in poor condition as well as the exterior. Vehicle decals have been stripped and is ready for surplus.

**Mileage: 84,876. Starting Bid: \$500.**





**Item #4**

**2004 Chevrolet Colorado Extended Cab 4-DR, 2.8L I4 DOHC 16V**

Truck is in poor condition. May start with booster box. Vehicle is not drive-able for a long distance. Seats have been replaced and are in good condition. Truck has sat in the city yard for over a year. Exterior in poor condition. Decals have been stripped off the vehicle and ready for surplus.

**Mileage: 135,911. Starting Bid: \$500**



**Item #5**

**2006 Ford F-150 XL 2WD 2-DR, 4.6L V8 SOHC 16V**

Vehicle has sat for a year. truck may start with booster box. Engine idles rough and drives rough. Poor interior and poor exterior. Vehicle is non drive-able for long distances. Decals have been stripped from vehicle.

**Mileage: 185,683. Starting Bid: \$500**



**Item #6**

**2002 GMC 2500HD**

This vehicle has been retired from the fleet from the City of Neptune Beach. Vehicle has sat for over 2 years. This vehicle may start with a booster box but not for certain. Vehicle has poor interior and poor exterior. Decals have been stripped off of the vehicle and ready for surplus. This vehicle is not drive-able for short or long distances.

**Mileage: 108,155. Starting Bid: \$500**



Comparable Bids for Items #2 - #6:



2003 Ford Ranger XLT SuperCab 4WD

**Auction Closed**

High Bidder: r\*\*\*\*\*0

Sold Amount: **\$913.00**

Tax (5.000000%): **\$51.36**

Buyer's Premium (12.50%): **\$114.12**

Total Price: **\$1,078.48**

[View Bid History](#)  
[Terms and Conditions](#)  
 638 visitors



Year	Make/Brand	Model	VIN/Serial	Miles	Title Restriction
2003	Ford	Ranger	1FTYR15E13PB23319	160,000	No Title Restriction
Condition	Category			Inventory ID	
Used/See Description	Trucks, Light Duty under 1 ton			610	

2003 Ford Ranger EXTENDED CAB PICKUP 2-DR, 4.0L V6 SOHC 12V. Runs and Drives 4X4 works fine. Truck has some rust issues, left front cab mount is bad, front Box crossmember is also bad. Truck will need to be trailered from our facility. Vehicle has had the decals removed, some impression may remain. It has some dings, dents, scratches and rust. Radios and special equipment have been removed and some holes may have been drilled in dash and floor board. Sold as is, where is, without warranties. We strongly encourage bidders to inspect any/all vehicles/equipment of interest as most items for sale are used and may contain defects not immediately detectable. Inspection is by appointment only. Asset is located at address listed, please confirm location with seller.

**Bid History for 2003 Ford Ranger XLT SuperCab 4WD**  
 Auction Start Date: 05/02/23 12:15 PM ET  
 Auction End Date: 05/16/23 12:15 PM ET  
 Asset ID: 291 Number of Bids: 14

Userid	Bid Date/Time	Bid Amount
r*****0	5/16/23 12:07:34 PM	\$913.00
b*****n	5/16/23 12:07:34 PM	\$888.00
r*****0	5/16/23 12:07:08 PM	\$802.00
b*****n	5/16/23 12:07:08 PM	\$777.00
r*****0	5/16/23 12:06:11 PM	\$705.00
b*****0	5/16/23 12:06:11 PM	\$680.00
r*****0	5/16/23 12:05:31 PM	\$655.00
b*****0	5/16/23 12:05:31 PM	\$630.00
r*****0	5/16/23 12:04:54 PM	\$605.00
b*****0	5/16/23 12:04:54 PM	\$580.00
r*****0	5/16/23 7:27:30 AM	\$525.00
b*****0	5/15/23 5:58:23 PM	\$500.00
b*****0	5/15/23 5:55:59 PM	\$400.00
1*****e	5/02/23 5:19:54 PM	\$300.00

Auction End Date: 05/12/23 3:22 PM ET Asset ID: 613 Number of Bids: 16		
Userid	Bid Date/Time	Bid Amount
r*****o	5/12/23 3:14:58 PM	\$900.00
d*****m	5/12/23 3:14:58 PM	\$875.00
d*****m	5/07/23 7:51:26 PM	\$833.00
c*****a	5/07/23 7:51:26 PM	\$808.00
c*****a	5/03/23 10:35:31 PM	\$802.00
d*****m	5/03/23 10:35:04 PM	\$777.00
d*****m	5/03/23 10:35:04 PM	\$758.00
c*****a	5/03/23 10:35:04 PM	\$733.00
d*****m	5/03/23 10:34:30 PM	\$675.00
c*****a	5/03/23 10:34:30 PM	\$650.00
d*****m	5/02/23 9:54:42 PM	\$600.00
c*****a	5/02/23 7:48:47 PM	\$575.00
m*****x	5/02/23 7:48:47 PM	\$575.00
c*****a	5/01/23 10:15:42 PM	\$550.00
d*****m	4/29/23 10:00:40 PM	\$525.00
r*****o	4/29/23 10:37:16 AM	\$500.00



### 2002 Chevy Silverado pickup truck 1500 4x4 - reg. cab/short bed

**Auction Closed**

High Bidder:	r*****o
Sold Amount:	\$900.00
Tax (7.000000%):	\$70.88
Buyer's Premium (12.50%):	\$112.50
Total Price:	\$1,083.38

[View Bid History](#)  
[Terms and Conditions](#)  
902 visitors

Year	Make/Brand	Model
2002	Silverado	Chevy
Condition	Category	
Used/See Description	Vehicle Equipment/Parts	

Body is fair, engine is poor - will need an engine replacement

Userid	Bid Date/Time	Bid Amount
w*****h	5/24/23 8:20:37 AM	\$890.00
s*****t	5/24/23 8:20:37 AM	\$865.00
s*****t	5/24/23 8:17:44 AM	\$839.14
c*****n	5/23/23 11:46:52 PM	\$814.14
m*****s	5/23/23 11:46:52 PM	\$801.00
c*****n	5/23/23 11:41:42 PM	\$676.00
s*****t	5/23/23 11:41:42 PM	\$651.00
s*****t	5/23/23 9:33:08 AM	\$626.99
b****a	5/23/23 9:33:08 AM	\$601.99
s*****t	5/22/23 8:57:46 AM	\$550.00
b****2	5/18/23 9:36:57 PM	\$525.00
o*****6	5/18/23 9:36:57 PM	\$520.00
b****2	5/18/23 9:35:26 PM	\$460.00
o*****6	5/18/23 9:35:26 PM	\$450.00
b****2	5/18/23 7:44:20 PM	\$440.00
t*****d	5/18/23 7:44:20 PM	\$430.00
b****2	5/18/23 7:43:55 PM	\$395.00



### 2001 Ford F-150

**Auction Closed**

High Bidder:	w*****h
Sold Amount:	\$890.00
Buyer's Premium (12.50%):	\$111.25
Total Price:	\$1,001.25

[View Bid History](#)  
[Terms and Conditions](#)  
433 visitors

Year	Make/Brand	Model	VIN/Serial	Miles
2001	Ford	F-150	3FTZF17251MA54427	104,913
Condition	Category			
Used/See Description	Trucks, Light Duty under 1 ton			

2001 Ford F-150 REGULAR CAB PICKUP 2-DR, 4.2L V6 OHV 12V. This is a 2001 F-150 that was removed from service on July 1, 2021. IT IS UNKNOWN IF THIS VEHICLE WILL RUN. There are minor dents and scratches on the exterior. The original seat in the interior has been removed and replaced with a bench seat that is not fastened in. For more information, contact Drew at 919.934.2116 ext. 1170. All appointments must be made 24 hours in advance. Vehicles will be released for pick up 24 hours after payment has been received. All property is offered for sale "AS IS, WHERE IS." (Seller) makes no warranty, guaranty or representation of any kind, expressed or implied, as to the merchantability or fitness for any purpose of the property offered for sale.



# NEPTUNE BEACH POLICE

★ HONOR

★ INTEGRITY

★ EXCELLENCE

200 LEMON STREET ☆ NEPTUNE BEACH, FLORIDA 32266 ☆ 904 270 2413

April 24, 2023

TO: Chief Richard Pike  
FROM: Commander Gary Snyder  
RE: Ocean Rescue Vehicle Replacement

---

Chief,

The lifeguard truck (2008 F150) was taken to Tires Plus to be services for a transmission module, and brakes. During the inspection at the shop, it was found that the frame of the vehicle was severely rusted to the extent that it could not remain on the lift, out of fear that the frame would break into two pieces.

At this point, the vehicle has been deadlined for safety reasons and unfortunately we will need an emergency replacement as the opening of the beaches is coming up on us this weekend. Our Ocean Rescue crew has already begun working weekends, so this replacement should be considered as urgent.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary Snyder", is written over a horizontal line.

# MOTOR BROTHERS

750 Third Street Neptune Beach, Florida 32266

## VEHICLE SALES-PURCHASE ORDER

SALESMAN: \_\_\_\_\_

DATE: 5/9/23

CITY OF NEPTUNE BEACH,  
PURCHASER  
116 FIRST ST. NEPTUNE BEACH  
ADDRESS

CO-PURCHASER

INSURANCE COMPANY

DL#

POLICY NUMBER

HOME PHONE

CELL#

2008

FORD

F-150

P/U 4X4

YEAR

MAKE

MODEL

BODY STYLE

1FTPW14V8FB66044

BLACK

154351

VIN#

EXT COLOR

MILEAGE

### SALES INFORMATION

The sale of the vehicle described herein shall final and AS-IS with no warranty implied or expressed, unless any such warranty is disclosed in writing prior to sale. Customer is required to insure and, or have insurance coverage as required by the State of Florida on the vehicle described prior to delivery and certifies that such coverage is in effect. MotorBrothers LLC assumes no liability after the sale of the listed vehicle. It shall be the sole responsibility of the purchaser(s) to inspect the vehicle prior to sale. All deposits are non-refundable for sales arising from a direct auction sale or internet sale, if the purchaser defaults on the purchase agreement specified in each auction. ALL SALES FINAL. Purchaser (s) agrees to all the terms herein.

PURCHASE PRICE	\$	<u>14,825</u>
DEALER FEE	\$	_____
LESS TRADE-IN	(-) \$	_____
	\$	_____
SUB-TOTAL	\$	<u>14,825</u>
TITLE / REGISTRATION	\$	<u>150</u>
SALES TAX	\$	<u>EXEMPT</u>
DEPOSIT	(-) \$	<u>-</u>

GRAND TOTAL

\$ 14,975

Quinn Piche Interim City manager  
PURCHASER

CO-PURCHASER

MOTORBROTHERS LLC. / AGENT

DATE

# MOTOR BROTHERS

750 Third Street Neptune Beach, Florida 32266

## VEHICLE SALES-PURCHASE ORDER

SALESMAN : \_\_\_\_\_

DATE : 5/9/23

CITY OF NEPTUNE BEACH,

PURCHASER  
116 FIRST ST. NEPTUNE BEACH  
ADDRESS

DL# \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL# \_\_\_\_\_

2008 YEAR FORD MAKE

1FTPW14V8FB66044 VIN#

CO-PURCHASER \_\_\_\_\_

INSURANCE COMPANY \_\_\_\_\_

POLICY NUMBER \_\_\_\_\_

F-150 MODEL P/U 4X4 BODY STYLE

BLACK EXT COLOR 154351 MILEAGE



### SALES INFORMATION

The sale of the vehicle described herein shall final and AS-IS with no warranty implied or expressed, unless any such warranty is disclosed in writing prior to sale. Customer is required to insure and, or have insurance coverage as required by the State of Florida on the vehicle described prior to delivery and certifies that such coverage is in effect. MotorBrothers LLC assumes no liability after the sale of the listed vehicle. It shall be the sole responsibility of the purchaser(s) to inspect the vehicle prior to sale. All deposits are non-refundable for sales arising from a direct auction sale or internet sale, if the purchaser defaults on the purchase agreement specified in each auction. ALL SALES FINAL. Purchaser (s) agrees to all the terms herein.

PURCHASE PRICE	\$	<u>14,825</u>
DEALER FEE	\$	_____
LESS TRADE-IN	(-) \$	_____
	\$	_____
SUB-TOTAL	\$	<u>14,825</u>
TITLE / REGISTRATION	\$	<u>150</u>
SALES TAX	\$	<u>EXEMPT</u>
DEPOSIT	(-) \$	<u>-</u>

GRAND TOTAL \$ 14,975

Gith Pan, City Clerk  
City of Neptune Beach  
PURCHASER

CO-PURCHASER \_\_\_\_\_

MOTORBROTHERS LLC. / AGENT

5/15/23  
DATE





Agenda Item #10D  
Utility Van Purchase

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

<b>AGENDA ITEM:</b>	Item #10D -Purchase of Utility Van
<b>SUBMITTED BY:</b>	Deryle Calhoun, P.E. Public Works Director
<b>DATE:</b>	June 1, 2023
<b>BACKGROUND:</b>	<p>The City has recently filled the Maintenance Technician position. A maintenance utility van is needed to carry tools, parts and materials needed. A quote of \$51,781.16 was received for such a van (attached). Before payment could be approved and processed, the van was sold.</p> <p>Funds are available from different funds within the department and would need to be transferred.</p> <p>Public Works is requesting to authorize a not-to-exceed amount of \$55,000 in order to acquire a utility van.</p>
<b>BUDGET:</b>	See Budget Transfer Request attached
<b>RECOMMENDATION:</b>	Consider authorizing a not-to-exceed amount of \$55,000 for the purchase of a utility van
<b>ATTACHMENT:</b>	Budget Transfer Request Utility Van Quote



CITY OF

## BUDGET AMENDMENT REQUEST

DATE: May 24, 2023

Name of Requestor: Deryle Calhoun

Budget Amendment/Transfer Number:

Account Number	Project Number	Budget Amendment/Transfer	Description	Amount Increase/ (Decrease)	Current Budget	Revised Budget
001-1441-541-30-44	Exp	Transfer	Rentals and Leases	(\$20,000)	\$30,999.96	\$10,999.96
001-1441-541-30-31	Exp	Transfer	Professional Services	(\$7,000)	\$15,000.00	\$8,000.00
001-1441-541-60-63	Exp	Transfer	Improvements, Not Buildings	(\$25,000)	\$39,999.96	14,999.96
001-1441-541-60-64	Exp	Transfer	Machinery and Equipment	\$52,000	\$30,000	\$82,000

**REVIEW PROCESS:**

Department Head	<i>Jalen 5.24.23</i>
Chief Financial Officer	<i>[Signature]</i>
City Manager	<i>[Signature]</i>

Date of Council Meeting Approval: N/A

\_\_\_\_\_  
Mayor Elaine Brown

*Explanation Page for Each Line Item Must Immediately Follow*



## **BUDGET AMENDMENT REQUEST**

Budget Amendment/Transfer Number:

**Explanation:**

*Why are the funds needed, or Where are the funds coming from?*

A Maintenance Technician position was recently filled. A maintenance utility van is needed to carry tools, parts and materials needed for the work. A quote of \$51,781.06 was obtained from a local vehicle dealer.

The vehicle will be paid from Public Works General Fund, Machinery and Equipment. Funds are available for transfer as described below.

*Where are funds available ?*

A budget check of the Public Works General Fund on May 23, 2023, found sufficient funds in Rentals and Leases, Professional Services and Improvements Not Buildings for transfer to Machinery and Equipment

*Explanation Must Match Amendments on Budget Amendment Request Form*



# Neptune Beach

<b>Prepared for:</b> Neptune Beach Jason Lupson <a href="mailto:pm@nbfl.us">pm@nbfl.us</a>	<b>Contract Holder</b> Duval Ford Jared Davis (Work) 904-381-6595 <a href="mailto:jared.davis@duvalmotor.com">jared.davis@duvalmotor.com</a> 5203 Waterside Dr Jacksonville, FL 32210	<b>5/5/2023</b>
---	---	-----------------

Pricing through Bradford County Sheriff's Contract BCSO 22-27-1.0. Please note any items in red as they may require additional customer information or clarification. When submitting purchase order, please note billing address, delivery address, and any titling instructions. Thank you!

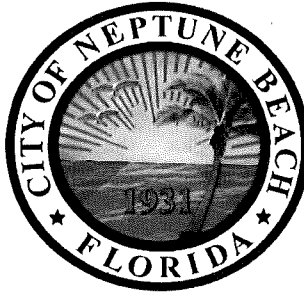
Code	Equipment	OEM Price Level:	BCSO Contract Price																																																																				
2023 E1C	<b>2023 Ford Transit T-150 Medium Roof Cargo RWD, 130"</b>	\$ 40,641.00	\$ 40,511.58																																																																				
OEM freight	Factory Destination	\$ 1,795.00	\$ 1,824.62																																																																				
Exterior Paint	Oxford White	\$ -	\$ -																																																																				
Interior	Dark Palazzo Gray vinyl	\$ -	\$ -																																																																				
998/44U	3.5L V6/10-spd auto	\$ -	\$ -																																																																				
X73	Non-limited slip axle, 3.73	\$ -	\$ -																																																																				
153	Front license plate bracket	\$ -	\$ -																																																																				
17B	Fixed rear and pass door glass	\$ 387.00	\$ 393.39																																																																				
17P	Tie down cargo hooks	\$ 23.00	\$ 23.38																																																																				
86F	Two additional keys	\$ 69.00	\$ 70.14																																																																				
Discount	Government Concession reflected in Base Vehicle Price																																																																						
Ceiling Markup	Primary Awardee Ceiling Markup	1.65%																																																																					
<b>Ceiling Percentage Markup: Van</b>		<b>22%</b>																																																																					
1	<b>Adrian Steel Electrical and Gas Starter Package, Medium Roof 130"</b>	\$ 5,343.00	\$ 6,518.46																																																																				
	<p><b>ELECTRICAL &amp; GAS STARTER PACKAGE</b></p> <p>4319TM130 Transit 130"WB Mid Roof            4319TM148 Transit 148"WB Mid Roof            4319TH148 Transit 148"WB High Roof            4319TH148X Transit 148"EXT WB High Roof</p> <table border="1"> <thead> <tr> <th>ITEM</th> <th>MODEL</th> <th>DESCRIPTION</th> <th>QTY</th> </tr> </thead> <tbody> <tr><td>1</td><td>TR24419</td><td>16' Bin Set w/ Shelf Lock</td><td>2</td></tr> <tr><td>2</td><td>RAIL KIT</td><td>**See list below</td><td>1</td></tr> <tr><td>3</td><td>S1MHC2PM</td><td>Steel Partition Panel w/ Visibility &amp; Door Kit</td><td>1</td></tr> <tr><td>4</td><td>WKC1FD1M</td><td>Steel Partition Mounting Kit</td><td>1</td></tr> <tr><td>5</td><td>WKC1FD1H</td><td>Steel Partition Mounting Kit</td><td>1</td></tr> <tr><td>6</td><td>BR14E1S</td><td>End Panel Mounting Bracket</td><td>4</td></tr> <tr><td>7</td><td>BR14E1S</td><td>Bin Set for Adjustable Shelving</td><td>1</td></tr> <tr><td>8</td><td>DCS</td><td>3 Drawer Unit</td><td>1</td></tr> <tr><td>9</td><td>DU1PK8</td><td>14" Shelf Dividers</td><td>1</td></tr> <tr><td>10</td><td>TALWAD</td><td>4 Hook Bar w/ Adapter</td><td>1</td></tr> <tr><td>11</td><td>CR3</td><td>5 Slot Literature Rack</td><td>1</td></tr> <tr><td>12</td><td>DH4210</td><td>Door to Wall Open Back</td><td>2</td></tr> <tr><td>13</td><td>WH15</td><td>5 Bar Speed Holder</td><td>1</td></tr> <tr><td>14</td><td>9</td><td>4 Drawer Unit w/ Lock</td><td>2</td></tr> </tbody> </table> <p><b>*RAIL KITS</b></p> <table border="1"> <thead> <tr> <th>MODEL</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr><td>TR130PTM</td><td>Mounting Rail Kit</td></tr> <tr><td>TR148PTM</td><td>Mounting Rail Kit</td></tr> <tr><td>TR148PHE</td><td>Mounting Rail Kit</td></tr> </tbody> </table>	ITEM	MODEL	DESCRIPTION	QTY	1	TR24419	16' Bin Set w/ Shelf Lock	2	2	RAIL KIT	**See list below	1	3	S1MHC2PM	Steel Partition Panel w/ Visibility & Door Kit	1	4	WKC1FD1M	Steel Partition Mounting Kit	1	5	WKC1FD1H	Steel Partition Mounting Kit	1	6	BR14E1S	End Panel Mounting Bracket	4	7	BR14E1S	Bin Set for Adjustable Shelving	1	8	DCS	3 Drawer Unit	1	9	DU1PK8	14" Shelf Dividers	1	10	TALWAD	4 Hook Bar w/ Adapter	1	11	CR3	5 Slot Literature Rack	1	12	DH4210	Door to Wall Open Back	2	13	WH15	5 Bar Speed Holder	1	14	9	4 Drawer Unit w/ Lock	2	MODEL	DESCRIPTION	TR130PTM	Mounting Rail Kit	TR148PTM	Mounting Rail Kit	TR148PHE	Mounting Rail Kit		
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1	TR24419	16' Bin Set w/ Shelf Lock	2																																																																				
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TR148PTM	Mounting Rail Kit																																																																						
TR148PHE	Mounting Rail Kit																																																																						
1	<b>Adrian Steel ProLift Drop Down Mid Roof, passenger side</b>	\$ 1,825.00	\$ 2,226.50																																																																				
	<b>Final Delivery</b>																																																																						
	<b>Labor</b>	Total Labor Hours for installation of parts	\$ -																																																																				
	<b>Freight</b>	Freight on Parts	\$ -																																																																				
20	32266	Destination & Fuel to end user zip code (calculated from 32210 to EU zip Code)	\$ 2.00																																																																				
	<b>Tag</b>	New FL City Tag, processing and handling by dealer	\$ 173.00																																																																				
	<b>Warranty</b>	Extended Warranty excluded	\$ -																																																																				
	<b>NOTE</b>	In stock, subject to availability																																																																					

<b>UNIT COST</b>		\$ 51,781.06
<b>TOTAL QUANTITY</b>	1	<b>TOTAL PURCHASE</b> \$ 51,781.06



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

<b>AGENDA ITEM:</b>	Item #10E -Stormwater Model and Support Services
<b>SUBMITTED BY:</b>	Deryle Calhoun, P.E. Public Works Director
<b>DATE:</b>	May 31, 2023
<b>BACKGROUND:</b>	<p>CONB’s stormwater engineering consultant, Jones-Edmunds, presented the strategic plan at the May 19, 2023, Transportation and Infrastructure Planning Committee meeting. During the presentation the benefits of a stormwater model were presented and discussed. One of the more significant benefits was in seeking various grants for improvement projects.</p> <p>Although a formal proposal has not yet been developed, Jones-Edmunds was asked to provide an estimate of model effort and services which could be completed during the remaining months of FY23.</p> <p>The entire model is estimated at \$160,000, with \$50,000 estimated in FY23 to focus first on Hopkins Creek improvements at Florida Blvd. and Forest Ave.</p> <p>The Jones-Edmunds task order from FY22 included a total fee of \$259,267. Of that total, \$199,995 was designated as time and materials fee for design services and the remainder of the fee was lump sum for the study phase. Currently \$187,331 remains in the T&amp;M task budget.</p>
<b>BUDGET:</b>	441-1441-541-30-31 Professional Services - FY23 original budget \$375,000 with \$321,431.35 available as of May 31 budget report.
<b>RECOMMENDATION:</b>	Proceed with development of a stormwater model for CONB stormwater system.
<b>ATTACHMENT:</b>	None.



**Agenda Item #10F**

**Potable Well #1**

**Pump Work**

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

<b>AGENDA ITEM:</b>	Potable Well 1 – Emergency pump work
<b>SUBMITTED BY:</b>	Deryle Calhoun, P.E. Public Works Director
<b>DATE:</b>	May 31, 2023
<b>BACKGROUND:</b>	<p>Potable well 1 pump is currently not operable and will not rotate, leaving two operating wells. The motor and well pump must be removed from the well to diagnose the issue. Total well depth is 852' and casing is 383'. Staff received two contractor quotes for this work, with a third not available until June 5 at the earliest.</p> <p>To take advantage of the pump being removed, a video survey of the well condition will be performed. The engineering consultant contracted for Consumptive Use Permit (CUP) renewal is currently developing a request for services to evaluate all potable wells and identify any rehabilitation or preventive maintenance needs.</p> <p>CONB has four potable water wells, one of which went off-line in June 2020. Replacement of that well would be costly and will be considered after evaluation of the remaining three wells is complete.</p> <p><u>Quotes received:</u></p> <ul style="list-style-type: none"> <li>• Complete Services Well Drilling, Inc. - \$13,500 (pulling of pump and video); \$4,500/day rate after one day</li> <li>• Daymon Well Drilling and Pump Services, LLC - \$18,500 (pulling of pump and video); \$6,000/day rate after one day (verbal quote as of agenda items deadline)</li> </ul> <p>It should be noted the day rate will likely be necessary; it is unknown when the last time this pump was pulled.</p> <p>After consulting with the city manager and city attorney, a decision was made to proceed with award prior to council approval.</p>
<b>BUDGET:</b>	401-436-536-30-46 Repair and Maintenance – revised budget of \$46,961.38 after budget transfer request of May 31 in the amount of \$50,000 from 401-436-536-30-34 Other Contractual Services (\$311,468.01 available as of May 31 budget report)
<b>RECOMMENDATION:</b>	For information only. Proceeded with emergency authorization to Complete Services Well Drilling, Inc. to pull well 1 pump and motor for repair and video log the well while down for repair.
<b>ATTACHMENT:</b>	Attached quote from Complete Services

Complete Services Well Drilling, INC.  
 9785 WELL WATER ROAD  
 JACKSONVILLE, FL 32220 US  
 (904) 693-8635  
 cecil@jaxwelldrilling.com  
 www.jaxwelldrilling.com

# Estimate

**ADDRESS**

Neptune Beach  
 Attn:Jack  
 City of Neptune Beach  
 2010 Forest Ave.  
 Neptune Beach, FL 32266

ESTIMATE # 2176  
 DATE 05/19/2023

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>Pump Removal</b> Provide labor and equipment to mobilize, unwire the motor, disconnect pipeline, and pull the pump at Well # 1. Pump possibly could be stuck in the well. If so, we will have to go to a day rate if the job takes more than one day. Daily rate is \$4,500/day for a crew and crane.	1	11,000.00	11,000.00
	<b>Video Survey</b> Provide labor and equipment to run a video survey of Well # 1.	1	2,500.00	2,500.00

TOTAL **\$13,500.00**

Accepted By

Accepted Date



CITY OF

**BUDGET AMENDMENT REQUEST**

DATE: May 31, 2023

Name of Requestor: Deryle Calhoun

Budget Amendment/Transfer Number:

Account Number	Project Number	Budget Amendment/Transfer	Description	Amount Increase/ (Decrease)	Current Budget	Revised Budget
401-4336-536-30-34	Exp	Transfer	Other Contractual Services	(\$50,000)	\$437,700	\$487,700
401-4336-536-30-46	Exp	Transfer	Repair and Maintenance	\$50,000	\$29,499.96	\$79,499.96

✓  
✓

**REVIEW PROCESS:**

Department Head	<i>[Signature]</i>
Chief Financial Officer	<i>[Signature]</i>
City Manager	<i>[Signature]</i>

Date of Council Meeting Approval: N/A

\_\_\_\_\_  
Mayor Elaine Brown

*Explanation Page for Each Line Item Must Immediately Follow*





## BUDGET AMENDMENT REQUEST

Budget Amendment/Transfer Number:

**Explanation:**

*Why are the funds needed, or Where are the funds coming from?*

Potable well pump 1 is inoperable and requires the well pump and motor to be pulled for investigation of needed repairs. Repair and maintenance line has numerous encumbrances for annual services tying up fund availability and will be reviewed for possible reduction. In the meantime, there are plenty of funds in Other Contractual Services.

*Where are funds available ?*

401-4336-536-30-34 Other Contractual Services has a budget of \$437,700 with a spend to date of \$109,481.99

*Explanation Must Match Amendments on Budget Amendment Request Form*



**Agenda Item #10G**  
**Wellfield Evaluation and Rehabilitation**

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

<b>AGENDA ITEM:</b>	Item #10G-Potable Water Wells Evaluation and Rehabilitation Project
<b>SUBMITTED BY:</b>	Deryle Calhoun, P.E. Public Works Director
<b>DATE:</b>	June 1, 2023
<b>BACKGROUND:</b>	<p>CONB currently operates three wells drawing from the Floridan Aquifer. The wells were constructed in 1938, 1971 and 1972 and range from 852 to 1,212 feet below surface. Licensed water well contractors would be solicited for services to inspect, test and rehabilitate each well as needed in accordance with a request for proposals (RFP) developed by our consulting engineer. Goals are, for each well:</p> <ul style="list-style-type: none"> <li>• Confirm the condition of the well and pump</li> <li>• Establish a baseline condition for the well</li> <li>• Identify any rehabilitation needs</li> </ul> <p>Potable wells in Florida require some level of rehabilitation or preventive maintenance to ensure continued production rates. Following any necessary rehabilitation, a proactive maintenance plan can be developed.</p> <p>In addition to establishing a baseline on existing well performance, data collected will be used to inform as to whether the fourth, off-line well should be replaced at significant expense.</p> <p>CONB’s consulting engineer has estimated the per well cost:</p> <ul style="list-style-type: none"> <li>• Investigative \$33,800</li> <li>• Rehabilitation \$47,900</li> </ul> <p>Total budget for three wells with a 15% contingency and 10% engineering cost is \$306,600. This work would span FY23 and FY24.</p>
<b>BUDGET:</b>	401-4336-536-60-63 Improvements – Not Buildings. FY23 Budget was \$1,250,000.04. As of June 1, 2023, Budget Remaining is \$1,089,959.11.
<b>RECOMMENDATION:</b>	Approval for staff to finalize an RFP for wellfield investigative and rehabilitation work.
<b>ATTACHMENT:</b>	Kimley-Horn’s CONB Well Memo; Kimley-Horn’s Well Evaluation Scope

## MEMORANDUM

To: Deryle Calhoun, PE Director of Public Works, City of Neptune Beach

From: Kelly Smith, P.E. and Jason Sheasley, P.G., Kimley-Horn and Associates, Inc.

Date: May 30, 2023

Subject: City of Neptune Beach Wellfield Executive Summary

### 1.0 INTRODUCTION

The City of Neptune Beach (City) currently operates a water treatment plant (WTP) that receives raw water from four upper Floridan aquifer (UFA) production wells. Withdrawals from the wellfield are regulated by the St. Johns River Water Management District (SJRWMD) under Consumptive Use Permit (CUP) No. 842. The CUP provides an allocation of 1.543 million gallons per day (MGD) annually, with a maximum daily groundwater withdrawal not to exceed 7.56 million.

The water plant is located at 1019 5<sup>th</sup> Street in Neptune Beach, Florida. The City's wellfield is located adjacent to the WTP and within the City-owned Jarboe Park. The wellfield contains four (4) wells, as illustrated **Figure 1-1**. The location of these wells is illustrated in **Figure 1-2**.

**Figure 1-1 Wellfield Schematic**

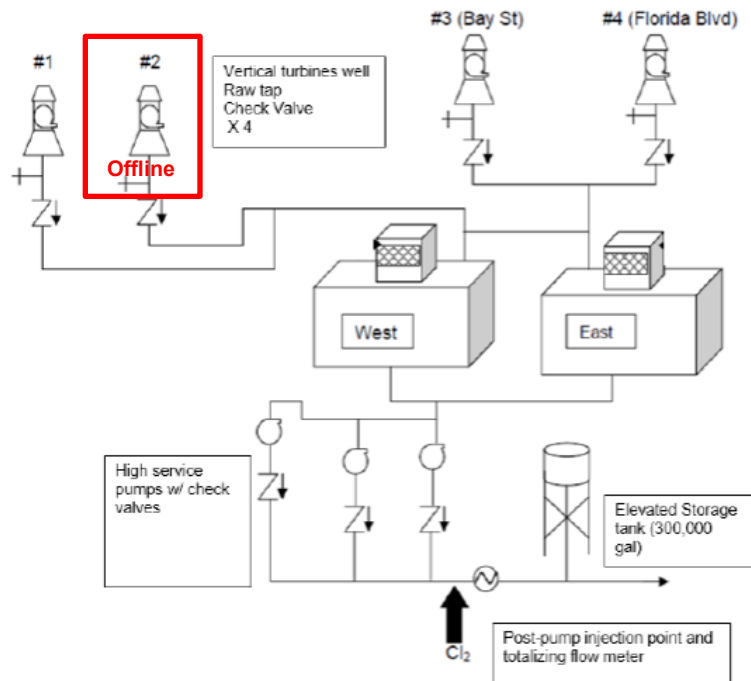




Figure 1-2  
 City of Neptune Beach  
 Water Treatment Facility and Well  
 Locations



0 50 100 200  
 Feet

**Legend**

○ CONB Wells    ■ CONB Water Treatment Plant

The City began the process of renewing its CUP, which expired on June 11, 2022. Kimley-Horn prepared an initial CUP renewal application that was submitted to the SJRWMD on July 6, 2022. On April 10, 2023, the SJRWMD issued a one-year RAI Response Extension to the City. Neptune Beach has until April 20, 2024, to respond to the District’s comments. As an interim measure and concurrent to the CUP renewal process the City has requested that Kimley-Horn assist with the development of a wellfield evaluation and rehabilitation program.

This memorandum provides a summary of the City’s wellfield data that was obtained by Kimley-Horn during the preparation of the CUP renewal application and provides recommendations and action items to the City to initiate a wellfield evaluation and rehabilitation program.

**Table 1-1** summarizes the City’s current wells. The table also accounts for two proposed well locations that were included in the recent CUP renewal application.

**Table 1-1: Summary of Groundwater (Well) Facilities**

Site or Wellfield Name	District ID	Florida Unique Well ID (if available)	Owner's Well Name	Capacity (gpm)	Pump Type	Casing Diam (in)	Casing Depth (ft)	Total Depth (ft)	Status
1	6413	AAE0083	1	1400	Turbine	10	383	852	Active
2	6414	AAE0082	2	N/A	N/A	10	355	615	Inactive
3	6415	AAE0084	3	1200	Turbine	12	410	1050	Active
4	6416	AAE0085	4	2100	Turbine	12	410	1212	Active
5A	6417	-	5A	-	-	12	450	1220	Proposed
5B	6418	-	5B	-	-	12	450	1220	Proposed

In June 2020, the City removed Well 2 from service. The well experienced a significant decrease in yield due to calcification issues. The City is currently evaluating the benefit of rehabilitating the well versus replacing the well. Wells 1, 3 and 4 are currently supplying raw water to the City’s WTP. There has not been sufficient data collected on the health of Wells 1, 3, and 4 to determine if the wells have become stressed due to the loss of Well 2. Additionally, as there is no baseline well health data, it is unknown how the system will perform if another well were to go offline for an extended period of time.

## 2.0 DATA COLLECTION REVIEW

The ability to manage wellfield operations can be correlated to the quality of the information and data collected routinely. As such, a review of the available information, data collection protocols, and operating procedures was performed by Kimley-Horn to evaluate wellfield performance; determine where data collection practices and procedures can be enhanced to support wellfield operations; and develop enhanced decision-making tools.

### 2.1 EXISTING WELL DATA

A summary of the available information provided to or obtained by Kimley-Horn to support the consumptive use permitting process include the following:

1. Pumpage reports dated from year 2015 to 2022 were obtained from SJRWMD.
2. Monthly Operation Reports (MOR) from the Department of Environmental Protection. MOR data from years 2016 to 2022 were synthesized to determine the total, average, and maximum net quantity of finished water (MGD).

A summary of Neptune Beach’s historical groundwater withdrawals from 2016 through 2022 is provided on **Table 2-1**. Similarly, the historical groundwater withdrawals per well from 2016 through 2022 is provided on **Table 2-2**.

**Table 2-1 Historical Water Withdrawal**

Year	Total Water Withdrawn Annually (gallons per year)	Total Water Withdrawn Daily (gpd)
2016	324,276,819	886,002
2017	328,889,947	901,068
2018	312,606,388	856,456
2019	227,838,789	624,216
2020	199,031,878	543,803
2021	174,317,638	477,583
2022	237,210,892	649,893

Total water withdrawn is reported bi-annually to the FDEP through the EN-50 reporting process. A review of the EN-50 reports for 2016-2022 was performed. During the review it was reported that Well 3 had negative withdrawal values. This suggests metering issues and results in inaccurate accounting of water withdrawal rates. It is recommended the City install and calibrate a new meter at Well 3 to ensure proper water withdrawal readings.

Table 2-2 Historical Water Withdrawal by Pump

Year	Well 1		Well 2 <sup>1</sup>		Well 3 <sup>2</sup>		Well 4 <sup>3</sup>	
	Total Water Withdrawn Annually (gallons per year)	Total Water Withdrawn Daily (gpd)	Total Water Withdrawn Annually (gallons per year)	Total Water Withdrawn Daily (gpd)	Total Water Withdrawn Annually (gallons per year)	Total Water Withdrawn Daily (gpd)	Total Water Withdrawn Annually (gallons per year)	Total Water Withdrawn Daily (gpd)
2016	25,190,000	68,825	1,649,000	4,505	-2,963,181	-8,096	324,276,819	820,768
2017	29,147,000	79,855	885,000	2,425	-866,053	-2,373	299,724,000	821,162
2018	34,285,000	93,932	1,421,000	3,893	5,138,388	14,078	271,762,000	744,553
2019	33,581,000	92,003	519,000	1,422	1,130,789	3,098	192,608,000	527,693
2020	31,084,000	84,929	173,000	473	261,878	716	167,513,000	543,803
2021	23,386,000	64,071	0	0	6,664,638	18,259	144,267,000	395,252
2022	25,751,000	70,551	0	0	-3,126,108	-8,565	214,586,000	587,907

Notes:

1. Well 2 was taken offline June 16, 2020
2. Well 3 meter turned over in April 2016, November 2017, December 2020, and February 2022 which caused negative total water withdrawn values in 2016, 2017, and 2022
3. Well 4 had a new meter installed in February 2021

## 2.2 SITE OBSERVATIONS

On May 24, 2023 Kimley-Horn met with City of Neptune Beach employees to visit the City’s wellfield. The first well that was observed was Well 1. Well 1, shown in **Figure 2-1**, is located inside of the walled off water treatment facility adjacent to an above ground storage tank, in general the site is clear of vegetation although access is limited as the water treatment facility is enclosed by a concrete fence. It was noted that in April 2023 this well went out of service due to a frozen pump and will need to be addressed before Well 3, and Well 4 can be tested or rehabilitated.

Well 3 was then visited, this well is enclosed by a chain link fence and located in Jarobe Park along Bay Street and is shown in **Figure 2-2**. In general, the site is clear of vegetation and would be easily accessible for testing and rehabilitation.

Well 4 was the final well to be visited. This well is located near the Jarobe Park parking lot along Florida Boulevard and is shown in **Figure 2-3**. Well 4 is also an artesian well and can run without the use of the pump and motor; the artesian flow observed onsite was between 1.4 and 1.6 mgd. It was noted that the pump and motor are typically only run manually as a test to ensure they function properly.

Currently the City does not have site survey or well elevation data. It is recommended that the City obtain survey to confirm heights of well casings, electrical controls, and pump motors. Upon obtaining this information it is recommended that the City evaluate well vulnerability, specifically in regards to hurricane flooding. Upon review of updated survey information, if extreme weather flooding is a concern, it is recommended that the City evaluate flood protection measures such as removable flood walls, and increasing elevations for well casings, pump motors, and electrical equipment.

Figure 2-1 Well 1



Figure 2-2 Well 3





Figure 2-3 Well 4



### 2.3 FUTURE DATA NEEDS AND CONSIDERATIONS

As the City plans for its future water use and supply demands, it may want to consider collecting and maintaining the following data and information. It is anticipated that the following data will be useful in operating and managing its wellfield and updating/renewing its CUP. This data should be saved and archived in a manner that would facilitate retrieval and collaboration.

- Static (non-pumping) and dynamic (pumping) water level measurements on a regular basis (weekly)
- Regular specific capacity estimates for each well
- Updated geophysical and video logs for each well
- Operations and maintenance logs/records to document any work performed on each well and pump system
- Inventory of well pump and control components
- Well rehabilitation records

Additionally, due to the age of the wells and lack of record information, it is recommended that the City perform a wellfield evaluation and rehabilitation program to assess well health and overall water production capabilities prior to the relocation of Well 2. The updated assessment and rehabilitation efforts may justify the delay in the need for Well 2 to be brought back online.

### 3.0 WELLFIELD EVALUATION AND REHABILITATION

Production wells in Florida will require some level of rehabilitation or preventative maintenance every five to six years. Therefore, it is important for a utility to develop a proactive maintenance plan that fits within the utility’s budget and allows for a gradual shift from reactive maintenance/repairs to preventative maintenance. The City plans on inspecting, rehabilitating, and/or replacing Well 2; however the City has not identified rehabilitation or preventative maintenance for Well 1, Well 3, and Well 4. Since the City does not currently have such a plan, Kimley-Horn proposes a two-phased approach to rehabilitating each of the three (3) production wells and moving towards a cyclical proactive maintenance program for the wellfields. Phase 1 of the program would involve assessing the physical and hydrogeologic conditions of each well for the purpose of prescribing a detailed rehabilitation plan. Phase 2 would involve implementing the identified rehabilitation activities. Upon completion of the three (3) wells and construction of the replacement well, the City could then establish a preventative maintenance program that would evaluate each well every 5 to 7-years.

Planning level cost estimates were developed for initial well evaluations, which is considered Phase 1 and the anticipated minimum rehabilitation efforts anticipated for each well, which will be Phase 2. It should be noted that these estimates are for planning purposes only. A detailed, well-specific rehabilitation plan will be prepared for each well after Phase 1 is complete and the down-hole condition of the well is assessed. A water well contractor will then provide a detailed cost estimate for the proposed rehabilitation activities.

#### 3.1 WELL EVALUATION AND REHABILITATION UNIT COSTS

Kimley-Horn has assembled a planning level opinion of probable costs (OPC) per well to complete initial wellfield evaluations (Phase 1). This OPC is summarized in **Table 3-1** and is a conservative estimate of competitive bids received for similar work completed by other Florida utilities over the past 12 to 18 months. An OPC was also developed for the wellfield rehabilitation (Phase 2) and is summarized in **Table 3-2**.

The estimated unit rates are for planning purposes only and when used for budgetary purposes should include an additional 30% contingency.

**Table 3-1: Planning Level Opinion of Probable Costs – Phase 1**

Phase 1 Activity Description	Costs
Mobilization/Demobilization	\$5,000
Remove and Re-Install Pump Discharge Apparatus	\$8,000
Pump Testing using Contractor Pump and Equipment	\$12,000
Geophysical Logging (2 days), include Video Survey (static and dynamic)	\$8,800
Estimated Total per Well for Initial Testing and Analysis	\$33,800

Table 3-2: Planning Level Opinion of Probable Costs – Phase 2

Phase 2 Activity Description	Costs
Mobilization/Demobilization	\$5,000
Remove/Re-Install Pump Assembly	\$8,000
Well Acidization Setup - 1%-10% HCL	\$20,000
Well Acidization - 32% HCL	\$8,000
Well Disinfection	\$3,500
Bacteriological Testing	\$1,000
Overdevelopment (8 hours)	\$2,400
Estimated Total per Well for Rehabilitation Activities	\$47,900

Additional rehabilitation activities, if warranted, can include: brushing of the casing (to remove scale buildup), air development (to move fines and sediment out of the well to improve flow), alternative chemical treatments (if organics are present, rather than precipitate), and potentially servicing/replacement of hardware.

Typical rehabilitation activities that may be utilized on the City wells alone or in combination, are summarized in **Table 3-3**. Since, the specific quantity of units per line item will be dependent on actual well conditions, the cost estimate per well cannot be prepared until the well testing is completed.

An Engineer’s opinion of probably cost was developed for Phase 1 and Phase 2 of the well investigation and rehabilitation and is provided in **Table 3-4**.

**Table 3-3: Sampling of Rehabilitation Activity Lines**

Rehabilitation Activity Description	Units	Unit Rate
Mobilization/Demobilization <sup>1</sup>	LS	\$5,000
<b>Well Modifications</b>		
Furnish And Install 12-Inch Diameter PVC Liner	Foot	\$50
Cement Grout	94 lb Sack	\$14
Well Abandonment	LS	\$200,000
<b>Chemical Treatments</b>		
Surfactant Treatment	Gallon	\$25
Well Acidization Setup - 32% HCL	LS	\$20,000
Well Acidization Setup - 1% - 10% HCL	LS	\$20,000
Well Acidization - 32% HCL	Gallon	\$4
Well Disinfection	Each	\$3,500
Bacteriological Testing	Each	\$50
<b>Mechanical Treatments</b>		
Clean Out Open Hole	Foot	\$150
Drill Out Gravel Back Plug	Foot	\$150
Brushing	LS	\$7,500
Airlift Development	Hour	\$200
Jetting With Simultaneous Airlift Development	Hour	\$300
<b>Miscellaneous</b>		
Pump/Motor Maintenance in Shop	LS	\$2,500
Standalone Video (Crane Not on Site)	Each	\$4,000
Formation Water Disposal System	Each	\$35,000
Certified Welding Services	Hour	\$125
Flow Meter Calibration Services	Each	\$900
Unidentified Parts Allowance (Select Appropriate Budget Value)	LS	\$20,000
Disassembly And Inspection of Pump	Each	\$500
<sup>1</sup> This is dependent on the nature of the work to be performed and the equipment required to be mobilized.		
<sup>2</sup> Actual quantities are well-specific and will be determined upon completion of the testing phase.		

**Table 3-4: Phase 1 and Phase 2 Opinion of Probable Cost**

Phase 1 and Phase 2 Opinion of Probable Cost				
Item	Qty	Rate	Unit Rate	Subtotal
<b>Phase 1 Services (Evaluation)</b>				
Mobilization/Demobilization	1	LS	\$ 5,000	\$ 5,000
Remove/Reinstall Pump Assembly	1	LS	\$ 8,000	\$ 8,000
Geophysical Logging/Video	1	LS	\$ 8,800	\$ 8,800
Pump Test (contractor's pump)	1	LS	\$ 12,000	\$ 12,000
<b>Phase 1 Subtotal (Per Well)</b>				<b>\$ 33,800</b>
<b>Phase 2 Services (Rehabilitation)</b>				
Mobilization/Demobilization	1	LS	\$ 5,000	\$ 5,000
Remove/Reinstall Pump Assembly	1	LS	\$ 8,000	\$ 8,000
Well Acidization Setup - 1%-10% HCL	1	LS	\$ 20,000	\$ 20,000
Well Acidization - 32% HCL	2,000	Gallon	\$ 4	\$ 8,000
Well Disinfection	1	Each	\$ 3,500	\$ 3,500
Bacteriological Testing	20	Each	\$ 50	\$ 1,000
Overdevelopment (8 hours)	8	Hour	\$ 300	\$ 2,400
<b>Phase 2 Subtotal (Per Well)</b>				<b>\$ 47,900</b>
Subtotal Per Well				\$ 81,700
Subtotal Per Well - Engineering (10%)				\$ 8,200
Contingency (15%)				\$ 12,300
<b>Total Per Well</b>				<b>\$ 102,200</b>
<b>Total Wellfield (3 Wells)</b>				<b>\$ 306,600</b>

## 4.0 WELLFIELD MAINTENANCE PROCEDURES

Due to the limited history of system maintenance and the limited monthly information collected on each well, it is also recommended that the City develop a more consistent and comprehensive data collection/management program and proactive maintenance plan. There are a series of daily, weekly, monthly, quarterly, annual, and 5-year activities that the City can adopt and implement to improve the information base and aid in proactively identifying trends within the wellfields. **Table 4-1** provides recommended routine inspection and maintenance activities the City may want to consider.

**Table 4-1: Recommended Inspection and Maintenance Procedures**

Frequency	Activity
Daily or Weekly (depending on staff availability)	<ul style="list-style-type: none"> <li>• Visual inspection of each well site</li> <li>• Visual inspection of each wellhead (leaks, vibration, etc.)</li> <li>• Flow and/or pressure recordings</li> </ul>
Monthly	<ul style="list-style-type: none"> <li>• Rossum Sand TestFlow recordings</li> <li>• Drawdown measurements (if not tied to SCADA in real time)</li> <li>• Specific Capacity calculation and trend review</li> <li>• Notation of vibration, new or worsening slab/pedestal cracking, overheating of motor, notable noise observations</li> <li>• Notation of any necessary housekeeping matters (trimming of vegetation, cleaning of H2S “slime”, etc.)</li> </ul>
Annual	<ul style="list-style-type: none"> <li>• Pump/motor service</li> <li>• Calibrate flow meters</li> <li>• Clean/replace pressure gauges/taps</li> <li>• Inspect expansion joints for cracking</li> <li>• Inspect wellhead hardware for rust/corrosion/buildup</li> <li>• Remove weeds/vegetation from well enclosure</li> <li>• Electrical inspection of panels (signs of charring, overheating, etc.)</li> <li>• Flush wells to ground at higher pumping rate, if possible</li> </ul>
5-Year	<ul style="list-style-type: none"> <li>• Vibration analysis</li> <li>• Pull pump/motor assembly</li> <li>• Send pump/motor off site for service</li> <li>• Video survey of well</li> <li>• Geophysical logging (if data suggests potential formation changes)</li> <li>• Plumb test</li> <li>• Acidization (if warranted)</li> </ul>

It is recommended that once wells are evaluated and rehabilitated the City then perform routine inspections and maintenance procedures as listed above in **Table 4-1**.

## 5.0 CONCLUSIONS AND RECOMMENDATIONS

The City's wellfield can currently reliably provide potable water services to all customers within the service area. With Wells 1 and 2 out of service and the overall health of Wells 3, and 4 unknown, it is recommended that the City consider the following next steps:

1. Secure a well drilling contractor to support a wellfield evaluation and rehabilitation program.
2. Install and calibrate a new meter at Well 3 to ensure proper water withdrawal readings.
3. Obtain updated site survey for each of the wells.
4. Update and enhance wellfield monitoring and data collection upon completion of evaluation and rehabilitation it is recommended that the City perform routine inspection and maintenance in accordance with **Table 4-1**. Additionally, the City may want to consider the installation of level transducers at each well to enhance data collection capabilities.

## WATER WELL ASSESSMENT - RFP

The City of Neptune Beach operates three Floridan aquifer wells at its water treatment plant at 5<sup>th</sup> and Bay Streets. The City is soliciting licensed water well contractors to provide services to inspect, test and rehabilitate the wells in accordance with the following Request for Proposals. The data and information collected during this assessment will be used by the City to establish a baseline for its wellfield.

### **EVALUATION SCOPE:**

Well 1 was constructed in 1938 to a depth of 852 feet below land surface (bls). The 10-inch diameter well casing extends to a depth of 383 feet bls. The well currently utilizes a 1,400 gallon per minute (gpm) vertical turbine pump.

Well 3 was constructed in 1971 with a 12-inch diameter casing. The well is cased to a depth of 410 feet bls, with a total depth of 1,050 feet bls. It currently utilizes a 1,200 gpm vertical turbine pump.

Well 4 is 12-inches in diameter and was constructed in 1972. It has a total depth of 1,212 feet bls and was cased to a depth of 410 feet bls. The well utilizes a 2,100 gpm vertical turbine pump.

All three wells are located adjacent to the City's water treatment facility at 5th and Bay Streets in Neptune Beach, Duval County Florida 32266.

The work will be completed one well at a time starting with Well 1. Work will not commence on the subsequent well(s) until the current well is disinfected and operational.

**The City will be responsible for disconnecting electrical service to the wells prior to the contractor performing the work. Additionally, the City will provide access to the wells for the inspection and testing. This includes removal of fencing and walls.**

**The Contractor will be responsible for the removal of the well pump/motor, disconnecting the discharge piping and related piping/meter/equipment prior to performing the work as described in the following Sections.**

**The wells are artesian and free flow at the land surface. The contractor will be responsible for undertaking appropriate means and methods to sustain and control artesian flow at the well head during inspection and testing. Groundwater produced during the testing of the wells may be discharged into the pond and canal system adjacent to the well sites at Jarboe Park.**

The City is requesting quotes from licensed well contractors to perform the services described below.

### **INITIAL INSPECTION SCOPE**

The Contractor shall undertake the following scope of services during the initial inspection and testing of each well. The work described herein shall be coordinated through the City and the City's Hydrogeologist.

#### **1.0 Pump Removal and Inspection**

Contractor shall remove and inspect the vertical turbine pump from each well. The Contractor shall disassemble, clean and repair the pump once it has been removed from the well. During the inspection of the pump, the Contractor shall note the following:

- Working condition
- Overall condition of the pump, motor, and appurtenances
- Pump and motor manufactures
- Column diameter and length
- Bowl and impeller assemblage.



The Contractor shall make recommendations regarding the repair or replacement of the pump assembly and components. A separate work order will be issued for the Contractor to procure replacement parts or purchase a new pump.

Following inspection and cleaning, the Contractor shall reassemble the pump for use in the corresponding well

## **2.0 Pre-Rehabilitation Video Logging**

Contractor shall prepare and furnish video for each well. The proposed logging will consist of the following:

- Full color video log

Contractor shall provide the City with copies of the video log in electronic format.

## **3.0 Pre-Rehabilitation Specific Capacity Test**

The Contractor shall measure the specific capacity of the well. The specific capacity shall be estimated by measuring drawdown while the well is pumped at a constant discharge rate. During the test, the well shall be pumped at a minimum 1,000 gpm for a minimum of one hour. The designated rate of the specific capacity test will be determined based on the prevailing conditions of the well at the time of the testing. The Contractor will be responsible for furnishing a pump, calibrated flow meter/totalize and discharge line for the test. The pump discharge line shall be fitted with a one-way valve to prevent back flow into the pump and well when the pump is turned off at the conclusion of the test.

Groundwater produced during the test will be discharged into the adjacent pond/canal system at Jarboe Park.

Water level measurements shall be recorded during the drawdown and recovery portions of the specific capacity test. The water level in the well shall be measured using either an electronic water level indicator or a pressure transducer furnished by the Contractor.

The static water level shall be measured and recorded prior to the start of the test. A stopwatch or similar timing device shall be used to measure elapsed time during the test. When water level measurements are recorded, the Contractor shall record the following: elapsed time, depth to water, flow rate, total gallons pumped and any relevant notes or observations.

## **REHABILITATION SCOPE:**

The work to be performed under this Contract shall consist of furnishing of all tools, equipment, materials, supplies, manufactured articles, transportation, and services, including fuel, power, water, and essential communications, for the performance of all labor, work, testing and/or other operations as required for the fulfillment of the Contract in strict accordance with the Contract Documents.

The Contractor is responsible for obtaining all necessary permits and approvals from the St. Johns River Water Management District (SJRWMD) and/or Florida Department of Environmental Protection (FDEP) for rehabilitation and redevelopment of the well.

The Contractor will undertake work to rehabilitate the well. This includes swabbing and brushing the casing, redeveloping the well and disinfecting the well. Additionally, the Contractor will complete specific capacity testing and geophysical logging following redevelopment of the well.

#### **4.0 Casing Swabbing and Brushing**

The Contractor shall brush or swab the casing to remove the accumulated scale, rust and corrosion. Precautions shall be taken to minimize damage to the casing. This includes using stiff nylon bristle brushes rather than steel wire brushes. The entire length of the steel casing shall be swabbed.

The casing shall be swabbed or brushed repeatedly to effect removal of the casing corrosion. The brush or sway shall be lowered and raised in the well to remove the accumulated corrosion.

#### **5.0 Development**

Once the steel casing has been brushed and swabbed, the well shall be redeveloped. Well development shall be performed until the specific capacity continues to increase and until the water averages less than 5-mg/L of sand at a discharge rate of 200-gpm during a one-hour test. The Contractor shall coordinate with the City's Hydrogeologist to determine when development is deemed to be complete.

The Contractor shall develop the well by air surging, jetting or other means to facilitate removal of sediment and scale buildup in the well and formation. Contractor shall provide the equipment necessary to develop the well. Equipment shall include lateral outlets and necessary piping and valves to control and measure flow during development.

The Contractor shall complete well development by high-rate pumping and surging. For this purpose, the Contractor shall furnish and install a pump capable of withdrawing at least 1,000 gpm from the production well. The well shall be repeatedly surged during this process. A calibrated flow meter shall be installed on the discharge pipe to measure the pumping rate.

The development water shall be discharged into a frac tanks to facilitate removal of sediment from the produced groundwater prior to discharge into the adjacent pond/canal system at Jarboe Park. The Contractor furnish all piping, connections and hoses to discharge the development water to the designated discharge location. The development water shall be discharge in a manner that prevents souring and erosion of the land surface.

#### **6.0 Specific Capacity Test**

Once development has been completed the Contractor shall measure the specific capacity of the well. The specific capacity shall be measured by measuring drawdown while the well is pumped at a constant discharge rate. During the test, the well shall be pumped at a rate of 1,000 gpm for a minimum of one hour. The Contractor will be responsible for furnishing a pump, calibrated flow meter/totalize and discharge line for the test. The pump discharge line shall be fitted with a one-way valve to prevent back flow into the pump and well when the pump is turned off at the conclusion of the test.

Water level measurements shall be recorded during the drawdown and recovery portions of the specific capacity test. The water level in the well shall be measured using either an electronic water level indicator or a pressure transducer furnished by the Contractor.

The static water level shall be measured and recorded prior to the start of the test. A stopwatch or similar timing device shall be used to measure elapsed time during the test. When water level measurements are recorded, the Contractor shall record the following: elapsed time, depth to water, flow rate, total gallons pumped and any relevant notes or observations.

#### **7.0 Step-Drawdown Testing**

A step-drawdown test shall be performed to evaluate the specific capacity of the well and estimate the hydraulic parameters of the aquifer. The maximum estimated pumping rate for the drawdown test should be approximately 125% of the operational capacity of the wells.

Contractor should assume that electrical power will be available on-site.

A City representative will be on-site to assist with coordinating the test and data collection.

1. Contractor shall install and furnish a temporary well pump with a minimum pumping rate of 1,000 gpm and associated drop pipe and discharge line. Assume the pump will be installed to a maximum depth of 100 feet bls.
2. Pump and drop pipe assembly shall include a one-way valve to prevent backflow into the well when the pump is turned off.
3. Install a temporary, 1-inch diameter, PVC stilling well, inside the well casing to house the pressure transducer used to measure and record water levels during the test.
4. Install gate valve and a flowmeter/totalizer on the discharge line. Contractor shall furnish a minimum of 200 feet of discharge piping.
5. A sample port shall be installed in the discharge line, downstream of the flowmeter/totalizer.
6. Conduct a step-drawdown test during which time the well will be pumped successively increasing rates over an 8 to 12-hour period. The test will consist of two phases. During the first phase the well will be pumped at three to four pre-determined rates. The duration of each pumping step and the total duration of the test will be contingent upon the rate at which drawdown in the well reaches equilibrium. During the second phase, the pump will be turned off and the well will be allowed to recover for a minimum of 12-hours. During both the drawdown and recovery phases of the test, water levels in the well will be measured and recorded using pressure transducers furnished by others.
7. Throughout the drawdown portion of the test, the on-site hydrogeologist will conduct water quality testing using the sampling port furnished by the contractor on the discharge line.
8. At the conclusion of the recovery phase of the test, the contractor shall mobilize to the well site and remove the test pump and all associated discharge piping. Temporary electrical service to the pump shall be disconnected.

## **8.0 Post Rehabilitation Video and Geophysical Logging**

Contractor shall prepare and furnish video and geophysical logs for each well. The proposed logging will consist of the following:

- Full color video log
- Static Flow
- Dynamic Flow (well shall be pumped at 70 percent of the operational capacity)
- Caliper
- Resistivity
- Gamma
- Induction
- Temperature

The Contractor shall furnish a test pump to be used during the dynamic flow logging of the well. The same pump may be used for the drawdown testing.

Contractor shall provide the City with copies of the video and geophysical logs in electronic format.