



**AGENDA (Amended)**  
**Special and Workshop City Council Meeting**  
**Monday, July 17, 2023, 6:00 P.M.**  
**Council Chambers, 116 First Street, Neptune Beach, Florida**

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. PRESENTATION OF NEPTUNE TRIDENT AWARD TO PATSY BISHOP
3. RESOLUTION NO. 2023-08, APPOINTING MEMBERS TO COMMUNITY DEVELOPMENT BOARD p. 3
4. CONSIDERATION OF APPROVAL OF WELL 1 REPLACEMENT AND PUMP p. 5
5. PUBLIC COMMENTS
6. ADJOURN

**WORKSHOP CITY COUNCIL MEETING IMMEDIATELY FOLLOWING**  
**THE ABOVE SPECIAL MEETING**

1. CALL TO ORDER / ROLL CALL
2. AWARDS / PRESENTATIONS / RECOGNITION OF GUEST / NONE
3. DEPARTMENTAL SCORE CARD p. 12
4. COMMITTEE REPORTS
  - A. Charter Review
  - B. Finance
  - C. Land Use and Parks
  - D. Transportation and Infrastructure Planning
5. PUBLIC COMMENTS
6. PROPOSED ORDINANCES
  - A. Proposed Ordinance- An Ordinance of the City of Neptune Beach, Florida, Amending Chapter 2, Article VI, Section 2-377, Competitive Bidding; Written Contracts, Providing for Severability; and Providing an Effective Date. p. 28
7. CONTRACTS / AGREEMENTS / NONE
8. ISSUE DEVELOPMENT
  - A. Senior Center Project Update
9. PUBLIC COMMENTS
10. COUNCIL COMMENTS
11. ADJOURN



Residents attending public meetings can use the code **1LWE** 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."



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

|                        |  |
|------------------------|--|
| <b>AGENDA ITEM:</b>    | Special Meeting Item #3, CDB Appointments  |
| <b>SUBMITTED BY:</b>   | Catherine Ponson, City Clerk   |
| <b>DATE:</b>           | July 12, 2023  |
| <b>BACKGROUND:</b>     | <p>Robert Frosio has served two consecutive three-year terms on the Community Development Board. His term expired on July 5, 2023.</p> <p>William Jeremy Randolph's first term expired on July 5, 2023, and would like to be reappointed to a second term.</p> |
| <b>BUDGET:</b>         | N/A  |
| <b>RECOMMENDATION:</b> | Consider Resolution No. 2023-08, that appoints Anthony Mazzola as a Regular Member, reappoints William Randolph to a second term and appoints Tim Horvath as the Alternate Member to fill Mr. Mazzola's unexpired term.  |
| <b>ATTACHMENT:</b>     | Resolution No. 2023-08   |



**RESOLUTION NO. 2023-08**

**A RESOLUTION APPOINTING MEMBERS TO THE COMMUNITY DEVELOPMENT BOARD (CDB)**

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**RESOLVED**, the City Council of the City of Neptune Beach, Florida, hereby confirms the following CDB members:

**COMMUNITY DEVELOPMENT BOARD**

| <b>Member</b>           | <b>Type</b>      | <b>Term</b>                            | <b>Begins</b> | <b>Ends</b> |
|-------------------------|------------------|--|---------------|-------------|
| Anthony Mazzola         | Regular Member   | 1 <sup>st</sup> 3-year                 | 07/05/2023    | 07/05/2026  |
| William Jeremy Randolph | Regular Member   | 2 <sup>nd</sup> 3-year                 | 07/05/2023    | 07/05/2026  |
| Tim Horvath             | Alternate Member | Fill unexpired term of Anthony Mazzola | 02/06/2023    | 02/06/2024  |

This Resolution adopted by the City Council of Neptune Beach, Florida, at the Regular Council Meeting held this 17th day of July, 2023.

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Elaine Brown, Mayor

ATTEST:

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Catherine Ponson, CMC  
City Clerk



Special Meeting Agenda Item #4  
Well 1 Replacement and Pump

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

|                        |   |
|------------------------|---|
| <b>AGENDA ITEM:</b>    | Well 1 Replacement Pump and Installation  |
| <b>SUBMITTED BY:</b>   | Deryle Calhoun, P.E.<br>Public Works Director   |
| <b>DATE:</b>           | July 12, 2023   |
| <b>BACKGROUND:</b>     | <p>Following failure of the pump serving Well 1, City Council approved on June 5 the emergency award to Complete Services Well Drilling, Inc. to pull the pump and motor and to video survey the well to determine its condition. Video logging indicated the casing to be in poor condition and as a result City Council subsequently approved moving forward with replacement of Well 1 and the previously failed Well 2 with a single new Well 5.</p> <p>While the replacement well is being permitted, designed and constructed Well 1 will be placed back into service by replacing the failed pump. CONB’s consulting engineer, Kimley-Horn, worked with Complete Services to size a replacement pump and motor for existing well conditions. Complete Services has provided a quote for pump, motor and installation services in the amount of \$54,856.00.</p> <p>Kimley-Horn has also finalized a wellfield improvement plan begun as part of the consumptive use permit (CUP) renewal with St. Johns River Water Management District.</p> |
| <b>BUDGET:</b>         | Budget report 7/11/23 for Water and Sewer Fund, Capital Outlay Water Services 401-4336-536-60-64 Machinery & Equipment indicates FY23 capital budget of \$96,500.04 with \$46,446.00 remaining. The additional funds would be provided in a funds transfer from 401-4336-536-60-63 Improvements – Not Buildings (budget remaining \$1,085,184.11).  |
| <b>RECOMMENDATION:</b> | Approve award to Complete Services Well Drilling, Inc. in the amount of \$54,856.00.  |
| <b>ATTACHMENT:</b>     | Attached quote from Complete Services Well Drilling, Inc.   |

**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 #** 2190

**DATE** 07/10/2023

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| DATE | ACTIVITY   | QTY | RATE      | AMOUNT    |
|------|--|-----|-----------|-----------|
|      | <b>Pump Parts</b><br>Well 1<br>Provide new pump assembly including new bowl and SS strainer, 80' of 8" column assembly, new 8" discharge head with stuffing box, fabricated column flange with access ports. | 1   | 35,786.00 | 35,786.00 |
|      | <b>Services</b><br>Provide labor and equipment to install pump and test to ensure proper operation.  | 1   | 11,000.00 | 11,000.00 |
|      | <b>Pump Parts</b><br>Provide 50 HP, 230V motor   | 1   | 8,070.00  | 8,070.00  |

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TOTAL

**\$54,856.00**

Accepted By

Accepted Date

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORECARD  
(REVISED 07/12/2023)**

Dept. Score Card

| ISSUE   | STATUS   | ESTIMATED COST  | INITIAL PROJECT DATE | CURRENT STATUS DATE  | DATE COMPLETED   |
|---|--|-----------------|----------------------|----------------------|------------------|
| <b>CITY MANAGER'S OFFICE</b>  |  |                 |                      |                      |                  |
| Waste Pro USA Refund Request  | Letter Sent to Waste Pro 11.2.2022; Meeting with Their Lobbying Attorney on 11.16.2022   | N/A             | 11.1.2022            | In Progress          |                  |
| Neptune House Rentals   | Upcoming bookings: 7/22/2023 for a 60th birthday party; 8/19/2023 for a baby shower  | N/A             | N/A                  | 7/11/2023            | On-going         |
| Beach Recycling, Container Improvements and Educational Signs at Beach Accesses                         | - New Budget Cycle Allows for Purchase of Refuse Containers, currently on pause while emergency repairs are made to beach accesses<br>- 4/6/23 - Staff is requesting further direction on this issue | \$30,000+/-     | 6.1.2022             | Paused               |                  |
| Waste Pro Liquidated Damages  | Liquidated damages calculated monthly for missed residential collections.  | N/A             | N/A                  | N/A                  | On-going         |
| <b>CITY CLERK</b>   |  |                 |                      |                      |                  |
| Send Follow-Up Form 1 Financial Disclosure Reminders  | If anyone required to submit Form 1 was in the seat or position on December 31, 2022, they must submit Form 1 to Supervisor of Elections office in the county they reside                            | N/A             |                      |                      | Due July 1, 2023 |
| Prepare meeting agenda packets and minutes<br>Archive and record contracts, documents, minutes, agendas | Ongoing  | N/A             |                      |                      | On-going         |
| <b>HUMAN RESOURCES</b>  |  |                 |                      |                      |                  |
| Open Positions  | Currently recruiting for 3 positions. Pump Mechanic, Lead Wastewater Operator, and Chief Information Officer.  |                 |                      | in-progress          | on-going         |
| CFO - hired   | New staff hired: Staff Accountant, Accounting Technician, Business Operations Manager, Senior Project Manager.   |                 |                      | completed            |                  |
| Northeast Florida Safety Council  | Preparing for Insurance Renewal.   |                 |                      | in-progress          |                  |
| Paycor Implementation   | The City will implement a new system, Paycor, (year-end) to streamline payroll and hiring processes.   |                 |                      | in=progress          |                  |
| <b>FINANCE DEPARTMENT</b>   |  |                 |                      |                      |                  |
| Budget FY 2023-24   | First phase of the budget process in progress  | Jaime Hernandez | 9/15/2023            | Ongoing              |                  |
| Fiscal Year 20-21 Financial Reports   | Received and Presented to the Council  | Auditors        | 5/15/2023            | Received / Completed | 5/24/2023        |
| Reconciling audited trial balance & Financial Report with Great Plains                                  | Currently working on reconciling to close FY 20-21 on GP   | Michael Owens   | 5/15/2023            | In progress          |                  |

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORECARD  
(REVISED 07/12/2023)**

| ISSUE   | STATUS   | ESTIMATED COST | INITIAL PROJECT DATE | CURRENT STATUS DATE | DATE COMPLETED                     |
|---|--|----------------|----------------------|---------------------|------------------------------------|
| <b>FINANCE DEPARTMENT</b>                           |  |                |                      |                     |                                    |
| Closing FY 20-21 and rollover balances to FY 21-22  | Must complete reconciliation before proceed  | Finance        | 8/15/2023            |                     |                                    |
| Initial field work and analysis FY 21-22            | Must complete FY 20-21 reconciliation and roll over  | Auditors       | TBD                  |                     |                                    |
| Meeting with Purvis Grey to plan audit for FY 21-22 | Waiting respond P&G to determine date  | N/A            | 5/24/2023            | Completed           | 5/24/2023                          |
| Tyler Technologies Financial Software Replacement   | Second phase implementation  |                | 5/31/2023            | Ongoing             |                                    |
| Project Management                                  | Requires final configuration, testing and go live (40 hours)   |                | 7/15/2023            |                     |                                    |
| Account Receivables                                 | Requires final configuration, testing and go live (30 hours)   |                | 7/15/2023            |                     |                                    |
| Fixed Assets  | Fixed Assets has been installed and 70% of assets uploaded   |                |                      | In Progress         |                                    |
| Inventory Module                                    | On hold until Deryle is ready to start project   |                |                      | On hold             |                                    |
| Police Pension Audit                                | Files submitted to Foster & Foster. Answering question as requested.   |                | 5/31/2023            | Completed           | 5/24/2023                          |
| FEMA  | Completed submission for COVID and Ian. Must Complete Nichol by end of June  |                | 5/31/2023            | Ongoing             |                                    |
| <b>PLANNING AND COMMUNITY DEVELOPMENT</b>           |  |                |                      |                     |                                    |
| Creation of GIS Maps for City/Tyler                 | Created base layers and begun creating shapefiles for city infrastructure, parcels, and other relevant data.   | N/A            | On going             | 7/12/2023           | TBD                                |
| Updating Sections of LDC                            | Sections to be Updated Based on Feedback from Staff, CDB and Council to included: 1) Buffer Landscaping for Residential,2) RV and Commercial Vehicles in residential,3)Duplexes in the RC, and 4) Historic preservation as a finding of fact | NA             | Ongoing              | 7/12/2023           | 08/07/23 Adoption                  |
| FEMA/CRS 5 year audit                               | FEMA conducted the 5 year CRS audit on 6/8/2023: We currently have a CRS rating of 8. Staff hopes to improve rating to reduce local flood insurance costs  | NA             | Ongoing              | 7/12/2023           | Final CRS submission due 7/17/2023 |



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| ISSUE  | STATUS  | ESTIMATED COST  | INITIAL PROJECT DATE | CURRENT STATUS DATE | DATE COMPLETED         |
|--|---|---|----------------------|---------------------|------------------------|
| <b>PLANNING AND COMMUNITY DEVELOPMENT</b>              |   |   |                      |                     |                        |
| Community Development Board                            | <p><b>DP23-01</b> Application for Preliminary Development Plan for Pierre's LLC for the properties known as 117 First Street, 120 &amp; 110 Lemon St. The request is to build a ground level deck structure with outdoor seating and an open-air bar and employee service area. The purpose of the deck structure is to provide a smoking area for patrons of Pete's Bar. Will be forwarded to City Council for Final Approval.</p> <p><b>V23-07</b> Application for variance for the property known as 1832 First St. The request for variances are for construction of a swimming pool porch in the street side yard facing Myra Street. <b>V23-08</b> Application for variance for the property known as 712 Oceanfront. The request for variance is to build remove the existing two-story covered porch and build a new three-story covered porch and balconies on the east elevation.</p> | NA  | Monthly              | 7/12/2023           | Meeting Date 7/12/2023 |
| <b>PARKS AND SUSTAINABILITY</b>                        |   |   |                      |                     |                        |
| Resiliency Lab at Jarboe Park                          | <ul style="list-style-type: none"> <li>- City Council approved 5/2/2022, Sensors installed 5/9 to 5/20/2022 with follow-up work on week of 6/20/2022, Demo at City Hall on 6/30/22, Maintenance work on 12/14 and in Jan.</li> <li>- Week of 3/27/23 contractor on-site for additional maintenance</li> <li>- 6/9/23 - StormSensor is compiling data for annual report to be presented at end of July</li> </ul>  |   | 5/1/2022             | 7/12/2023           | In progress            |
| Community Resilience Planning Grant                    | <ul style="list-style-type: none"> <li>- \$100,000 grant announced on 5/3/2022, initial grant documents received 5/9/2022, UF drafting scope, Expansion Grant application submitted 9/1/2022, funding to be announced in early 2023 An additional \$80k has been awarded and reflected in signed grant agreement. Task Order from UF presented at 6/20 Council meeting. Final documentation expected week of 7/17.</li> </ul>   | \$180,000 (Reimbursable Grant)  | 5/3/2022             | 7/12/2023           | In progress            |
| FEMA Hazard Mitigation Grant Program Generator Project | Project for backup generators for the Police Dept and City Hall approved by FDEM on 6/8/23 and contract is being prepared.  | \$198,618.00<br>Federal Share (\$178,756.20)<br>Local Share (\$19,861.80) | 11/1/2021            | 7/12/2023           | In progress            |

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|---|--|----------------|----------------------|---------------------|---|
| <b>PARKS AND SUSTAINABILITY</b>   |  |                |                      |                     |   |
| Duval County Shore Protection Project   | Beach renourishment in Neptune Beach is part of the federally authorized Duval County Shore Protection Project (SPP) administered by the U.S. Army Corps of Engineers with the City of Jacksonville serving as the local sponsor. Next beach renourishment and dune replenishment project slated for Spring 2024. Environmental Analysis with Proposed Finding of No Significant Impact received 6/30.   |                | 7/1/2023             | 7/12/2023           | In progress   |
| COJ Penman Road Complete Streets Project Study  | - Community Meeting on 12/15/2021, design phase to begin 1/1/2023, staff level Stakeholder meeting held end of August<br>- 5/08/23 - Loop detectors have recently been replaced at the Five Way intersection. Requested updated signal timing info from COJ. Staff level presentation from consultant to NB, AB and Jax Beach on 6/8/23. Public Meeting scheduled for 8/16 at 5:30pm at Jax Beach City Hall.   |                | 10/1/2021            | 7/12/2023           | In progress   |
| FDOT Atlantic Blvd and Third St Intersection Improvements and Bay Street Pedestrian Hybrid Beacon and Crosswalk | - Construction started on 1/3/22 - schedule delayed because new drainage structure had to be added to the project for Jax Beach Beacon, Completion anticipated by early 2023. Formwork and initial concrete poured for path connection to Jarboe Park.<br>- Staff waiting on agreement from COJ for maintenance of new signals.<br>- Crosswalk opened 4/18/23<br>- 5/15/23 - Final work on 3rd Street intersection improvement scheduled to complete.<br>-6/9/23 - Replacement landscaping at 3rd Street intersection approved by FDOT contractor on 6/8 |                | 7/1/2021             | 7/12/2023           | Substantially complete, replacement landscaping yet to be installed |
| <b>POLICE DEPARTMENT</b>  |  |                |                      |                     |   |
| Motorola P1 Computer Aided Dispatch (CAD) Project   | Pending COJ Switch Connection  | \$35,000.00    | 7/12/2019            | Active              | In progress   |
| 2021-JAGC-DUVA-4-3B-127 (Ammo)  | Pending reimbursement from State of Florida  | \$52,858 (+/-) | 1/1/2021             | 2/1/2023            | In progress   |
| 2023-JAGC-DUVA- (TBD) "Technological Adv. Project"  | Pending FDLE Approval  | \$53,007.00    | 11/2/2022            | Pending Application | In progress   |
| Patrol Rifle Refresh  | Items Ordered - Pending Arrival  | \$5,000.00     | 7/13/1905            | Active              | Pending   |
| Narcan Initiative   | Completed  | \$0.00         | 6/8/2022             | Completed           | 7/7/2023  |
| Purchase Used Services Vehicle  | Emergency Purchase & Upfit to replace Ocean Rescue Veh   | \$15,000.00    | 5/4/2023             | Active              | Pending   |
| OR Vehicle Modification   | Modify Ocean Rescue Vehicle for Beach Use  | \$2,000.00     | 5/29/2023            | Active              | Pending   |
| Surplus Vehicles/Property   | Preparing Items for Auction  | N/A            | 5/29/2023            | Active              | In progress   |

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORECARD  
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|--|--|--|----------------------|---------------------|----------------|
| <b>PUBLIC WORKS DEPARTMENT</b>                         |  |  |                      |                     |                |
| CUP Renewal and Well 2 replacement design              | <p>Professional Services:</p> <ul style="list-style-type: none"> <li>-The Supplemental Agreement with Consultant was approved during 1/03/22 Council meeting</li> <li>- Consultant submitted CUP renewal permit application to SJRWMD on 6/10/2022</li> <li>- Consultant submitted draft RAI response to SJRWMD on 12/21/22</li> <li>- SJRWMD sent draft Request for Additional Information (RAI) on 1/26/23</li> <li>- Briefing held with Consultant and new PW Director 4/04/23. Consultant to gather information regarding current health of Wells 1, 3 and 4; a decision can then be made regarding any replacement of Well 2.</li> <li>- 4/10/23 - Extension of response to RAI until 4/10/24 granted by SJRWMD.</li> <li>- June 2023 - Failure of pump in well resulted in video log of well condition. Well 1 is in need of replacement. Moving to design phase with consultant for replacement well.</li> <li>- 7/12/23 - SJRWMD to inspect proposed Well 5 location; Consultant finalizing budget estimate and arranging site survey for design.</li> </ul>   | Consulting Fee: \$421,000  | 1/7/2022             | 7/11/2023           | On-Going       |
| Phase I WWTF improvements to address the Consent Order | <ul style="list-style-type: none"> <li>- Kick-off meeting with the City's Consultant held 1/10/22</li> <li>- Cost share grant agreement up to \$437,500 approved during 10/3/22 Council meeting and returned to SJRWMD</li> <li>- 30% design review meeting conducted on 10/6/22</li> <li>- 75% design review meeting held on 11/17/22</li> <li>- FDEP pre-application meeting held on 12/6/22</li> <li>- Briefing held with Consultant and new PW Director 3/28/23</li> <li>- Consultant provided high planning level estimate at around \$2.4 million prior to the +50%/-30% AACE capital cost range</li> <li>- Follow-up technical meeting held 4/06/23</li> <li>- Contingency release approved for Plant 2 structural and new electrical room (outside of flood plain) design</li> <li>- May/June 2023 - Design update meetings held with engineering consultant. Current anticipated bid in late July/early August. Awaiting update construction schedule and list of equipment to be considered for direct purchase by CONB to minimize delay caused by long lead time items currently seen in the industry.</li> <li>- July 2023 - On pace for August bid of Plant 2 improvements; met with FDEP to update on progress at Plants 1 and 2; refining list of long lead time items for pre-purchase in FY24 budget.</li> </ul> | Consulting Fee: \$412,096.43<br>Contingency released:<br>\$65,766.33 | 12/9/2021            | 7/11/2023           | On-Going       |

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORECARD  
(REVISED 07/12/2023)**

| ISSUE                                | STATUS   | ESTIMATED COST                        | INITIAL PROJECT DATE | CURRENT STATUS DATE | DATE COMPLETED |
|--------------------------------------|--|---------------------------------------|----------------------|---------------------|----------------|
| <b>PUBLIC WORKS DEPARTMENT</b>       |  |                                       |                      |                     |                |
| Stormwater strategic planning        | <ul style="list-style-type: none"> <li>- Kick-off meeting held 12/21/21</li> <li>- Coordinated public engagement meeting</li> <li>- Held Public Outreach meeting 3/30/22 to collect public input as a stakeholder in the planning process</li> <li>- Consultant developed two concept plans for the 400 block South Street drainage concerns</li> <li>- <del>Consultant working on a draft Construction Management at Risk (CMAR) solicitation document.</del> Based on discussion with new Director and Consultant, CMAR will not be pursued.</li> <li>- Draft strategic plan presented to Transportation &amp; Infrastructure Planning Committee on 9/9/22</li> <li>- Briefing held with Consultant and new PW Director 3/30/23; need to schedule follow-up presentation to Transportation &amp; Infrastructure Committee to finalize plan and present budgetary costs for top projects</li> <li>- Presentation to committee held 5/19/23</li> <li>- 6/5/23 - Council approved development of a stormwater hydraulic model, focusing first on Hopkins Creek. FY24 will focus on televising existing pipe for condition assessment and projects identified for potential CIPP lining.</li> <li>- July 2023 - Consultant preparing constructability document of 3rd Street crossings improvements for FDOT for inclusion in complete streets upgrades. To prepare budget estimate for CONB's portion. Will complete Hopkins Creeks model in FY23.</li> </ul> | Consulting Fees: \$252,817            | 12/9/2021            | 7/11/2023           | On-Going       |
| SB 64 planning                       | <ul style="list-style-type: none"> <li>- Working with Consultant, COJB and COAB to set up a joint meeting to discuss scoping sometime middle of Jan 2022</li> <li>- FDEP notified Public Works on 1/05/22 of 84 day deadline to submit an approvable cover letter and plan</li> <li>- Beaches coordination meeting on 1/20/22</li> <li>- Submit RAI response to FDEP on 3/29/22</li> <li>- On 3/29/22 FDEP acknowledged receipt; believes response should be acceptable</li> <li>- Consultant coordinating with other beach communities for contracting and awaiting other beach communities</li> <li>- Discussed reaching out to JEA to request a meeting to explore what options that may have for consideration</li> <li>- 4/06/23 - Meeting with Florida Rural Water Association and COAB held to strategize small community response</li> <li>- May 2023 - FRWA board approved support of push-back on implementation deadline or exempting more smaller utilities.</li> <li>- July 2023 - FRWA beginning outreach to elected officials. Refining estimated costs to small utilities</li> </ul>   | Consultant Fees: TDB                  | TBD                  | 7/11/2023           | Ongoing        |
| City Signage Inventory (AgileMapper) | <ul style="list-style-type: none"> <li>- Planning to start the City signage inventory after the pavement assessment is completed</li> <li>- Pavement assessment completed; staff requires further direction on whether to proceed with signage inventory</li> </ul>  | Software as Service Cost: \$5,000/yr. | 10/14/2021           | Paused              | Ongoing        |

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORECARD  
(REVISED 07/12/2023)**

| ISSUE  | STATUS  | ESTIMATED COST             | INITIAL PROJECT DATE | CURRENT STATUS DATE                | DATE COMPLETED            |
|--|---|----------------------------|----------------------|------------------------------------|---------------------------|
| <b>SENIOR ACTIVITY CENTER</b>                                |   |                            |                      |                                    |                           |
| CDBG Contract 2023-2024                                      | Grant Submitted January 2023  | Requesting \$48,000        | 10/1/2023            | PENDING                            | EST. APPROVAL SUMMER 2023 |
| SENIOR SERVICES DELIVERED YTD (OCT. 1, 2022-MAY 31, 2023)    | 477   | NA                         | 10/1/2022            | ONGOING                            | SEPT. 30, 2023            |
| Building porch, parking lot, storm water runoff, landscaping | Bid Awarded May 1, 2023 by City Council   | \$149,603.00               | 10/31/2023           | ONGOING                            | 11/1/2023                 |
| MEDICARE MADE SIMPLE PRESENTATION                            | AUGUST 14 @10AM   | NA                         | MONDAY, 08/14/2023   | NA                                 | NA                        |
| FREE TECHNOLOGY ASSISTANCE                                   | AUGUST 30, 2023 / 10AM-2PM  | FREE                       |                      | NA                                 | NA                        |
| Day Trip/Cultural & Social Experience                        | NATIONAL GEOGRAPHIC KING TUT EXHIBIT; SARAH BRIGHTMAN CONCERT   | NA                         | JULY & DECEMBER      | tickets secured; logistics planned | EST. 6 DAYTRIPS/YEAR      |
| VINTAGE PLAYERS  | WEDNESDAY, AUGUST 16, 2023 2PM  | NA                         | NA                   | NA                                 | NA                        |
| Travel Club Opportunities                                    | Planning with Premier World Discovery & Overseas Adventure Travel, & Collette   | Fundraising-\$40,000+ est. | 2023/2024            | Ongoing                            | Planning Presentations    |
| <b>MOBILITY MANAGEMENT</b>                                   |   |                            |                      |                                    |                           |
| NuPark Troubleshooting                                       | Tentative solution proposed by NuPark/T2 programming team. Testing for efficacy. Last failure reported 2/11/23.   | N/A                        | 11/1/2023            | 4/4/2023                           | In Progress               |
| Update of Violations / Citations Database                    | Updates have been made to Parking Citations identifying Parking Ambassadors with digital signature.   | N/A                        | 1/1/2023             | 7/12/2023                          | In Progress               |
| Review and Updates to Current Signage                        | New signage in front of City Hall has been erected. Potentially adding additional signage clarifying City Hall business parking is free.                                      | N/A                        | 1/1/2023             | 7/12/2023                          | In Progress               |
| Complete Set of Mobility Management Dept SOPs                | Staff has identified a need for a set of SOPs specific to some of our department equipment and procedures. First draft has been completed; reviews and edits are in progress. | N/A                        | 2/1/2023             | 4/4/2023                           | In Progress               |

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORECARD  
(REVISED 07/12/2023)**

| ISSUE  | STATUS   | ESTIMATED COST                   | INITIAL PROJECT DATE | CURRENT STATUS DATE | DATE COMPLETED |
|--|--|----------------------------------|----------------------|---------------------|----------------|
| <b>INFORMATION TECHNOLOGY</b>                      |  |                                  |                      |                     |                |
| Tyler Technologies ERP                             | Working on collecting the required information from all affected departments, having current future state analysis meetings with Tyler and the department heads. | N/A                              | 10/5/2021            | 2/10/2023           | Completed      |
| Tyler Technologies Incode Financial Implementation | We have been working on the Tyler Incode 10 test environment.  | N/A                              | 10/5/2021            | 2/10/2023           | Completed      |
| Computer upgrades                                  | In Progress  | N/A                              | 10/5/2021            | 3/10/2024           | In progress    |
| Tyler MyCivic Services App implementation          | In Progress  | N/A                              | 6/10/2022            | 2/10/2023           | Completed      |
| Phone Maintenance                                  | In Progress  | N/A                              | 4/1/2022             | 4/10/2024           | In progress    |
| Tyler financial implementation                     | In Progress  | N/A                              | 6/10/2022            | 2/10/2023           | Completed      |
| Upgrade the internet connection with AT&T          | In Progress  | N/A                              | 6/1/2023             | 7/14/2023           | In progress    |
| New P1 CAD installs for the police mobile devices  | In Progress  | N/A                              | 10/20/2022           | 2/10/2023           | Completed      |
| Cogsdale upgrade project                           | In Progress  | N/A                              | 10/20/2022           | 2/10/2023           | Completed      |
| Munis/OCTA DID -W setup                            | In Progress  | N/A                              | 10/31/2022           | 11/15/2023          | In Progress    |
| Barracuda cloud archiving project                  | In Progress  | N/A                              | 11/10/2022           | 2/1/2023            | Completed      |
| Endpoint Security Solution Implementation          | In Progress  | In the initial phase (Approved)  | 7/24/2023            | 8/30/2023           | In progress    |
| Backup Offsite BaaS Implementation                 | In Progress  | In the process of getting quotes |                      |                     | In Progress    |
| Office 365 MFA Implementation                      | In Progress  | N/A                              | 7/17/2023            | 9/15/2023           | In Progress    |
| Disaster Recovery DraaS Implementation             | In progress  | In the process of getting quotes |                      |                     | In Progress    |
| My civic app fixing bugs                           | In Progress  | N/A                              | 11/1/2022            | 9/15/2023           | Completed      |

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORECARD  
(REVISED 07/12/2023)**

| ISSUE   | STATUS  | ESTIMATED COST                               | INITIAL PROJECT DATE  | CURRENT STATUS DATE | DATE COMPLETED   |
|---|---|--|---|---------------------|--|
| <b>PROJECT MANAGEMENT</b>                               |   |  |   |                     |  |
| Senior Activity Center Exterior and Landscaping Project | <p>4.19.2021 Workshop - Introduction of Ord 2021-04 for professional services<br/> 6.21.2021 Special Meeting - Approval of CONB RFQ 2021-02 for design services<br/> 5.2.2022 Meeting - Final Design with requested additional design presented to Council for approval to go out to Bid. Additional design requested by Council at this meeting<br/> 9.19.2022 Meeting - Bids received over \$300k requiring a formal bid process<br/> 10.17.2022 Workshop - CONB BID NO. 2022-03 approved for release<br/> 11.2.2022 - One non-conforming bid received, project placed for re-bid<br/> 11.3.2022 CONB BID NO. 2022-03 (REBID)<br/> 11.16.2022 CONB BID NO. 2022-03 due; one conforming bid received<br/> 12.2.2022 Meeting - Rejection of all bids received<br/> 1.12.2023 Second ITB submitted to potential bidders<br/> 2.14.2023 Bid due date extended to advertise within Florida State Statute 255.0525<br/> 2.21.2023 Meeting - Approval to modify Supplemental Agreement with design firm<br/> 3.29.2023 Meeting - Two bids received.<br/> 4.3.2023 Meeting - Award consideration deferred until detailed financial accounting report produced.<br/> 5.1.2023 Meeting - Council approved to Award TSG Construction's bid of \$463,305.84<br/> 5.19.2023 Meeting - Pre-Construction meeting with architect and contractor<br/> 6.12.2023 Meeting - Scope of service for fire protection bid<br/> July 2023 - Deck piers and base near completion; fire sprinkler contractor selected; CONB crews tapping water main and construction fire main.</p>   | \$463,305.84 (not including fire protection) | <p style="text-align: center;">4/19/2021<br/> NTP = 5/19/23<br/> Substantial Completion = 90 days after NTP</p> | 7/11/2023           | In progress  |
| Water Tower Repairs and Maintenance                     | <p>6.24.2021 - Inspection and specs of ground storage tanks provided to Utility Services/Suez<br/> 8.2.2021 - Cell Carriers installed antennas on monopole and installed radios in control cabinets<br/> 2.21.2022 - Utility Services/Suez action items include planning the phasing of the work to minimize road closures, using the limited space available near the water tower and R-O-W across the street, including the park at the 5-way intersection, preparing a site plan, MOT plan, and advertisement that can be used for permitting and community engagement<br/> 2.24.2022 - Utility Services/Suez inspected the water tower and performed a wash-out of the interior.<br/> 4.1.2022 - Council approved to move \$250,000.00 into account 401-4336-536-60-63 for Water Services Improvements not Buildings to sandblast the water tower<br/> 12.7.2022 - Coordinated third-party agreements between T-Mobile, Verizon, Utility Services/Suez, and City to complete the scope of work<br/> 1.18.2023 - Received Water Tank Maintenance Contract notification that Utility Services/Suez will not be liable for damages to the water tower due to the ongoing delay with the exterior renovation<br/> 2.23.2023 - Utility Services/Suez provided Verizon with a revised structural analysis purchase order to review the tower's integrity for the proposed new Verizon antennas<br/> 4.5.2023 - Utility Services/Suez confirmed receipt of Verizon's purchase order and has ordered a structural analysis to evaluate the water tower's integrity to support the revised equipment that Verizon is proposing to have installed.<br/> 5.15.2023 - Council approved funding of \$157,670 from Water Capital Improvements / Not Buildings (401-4336-536-60-63)<br/> 6.1.2023 - Pre-con meeting with Utility Services/Suez<br/> Start date of 6/5/23 delayed due to Verizon contract issue<br/> 6.26.2023 - Contractor mobilized to site</p> | \$157,670                                    | 2/2/2022  | 7/11/2023           | Project is estimated to be completed September 2023, with the exception of a mural painting, if sought |

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORECARD  
(REVISED 07/12/2023)**

| ISSUE  | STATUS  | ESTIMATED COST | INITIAL PROJECT DATE      | CURRENT STATUS DATE | DATE COMPLETED |
|--|---|----------------|---------------------------|---------------------|----------------|
| <b>PROJECT MANAGEMENT</b>                      |   |                |                           |                     |                |
| City Hall Roof Repair                          | 3.6.2023 Meeting – Council approved advertisement of bid<br>4.14.2023 Meeting – Bid opening held; no bids received<br>4.17.2023 - Met with engineer regarding specs and feedback from contractors<br>4.27.2023 - Met with engineer after site meet with GC and solar company<br>5.01.2023 - Update Council on findings and next steps<br>6.07.2023 – Rebid advertised in Beaches Leader newspaper and DemandStar<br>7.14.23 - Bid opening 2:00 p.m. at City Hall and on the web | \$175,000      | Pre-bid meeting 3/14/2023 | 7/11/2023           | In progress    |
| Submitted by the City Manager on July 17, 2023 |   |                |                           |                     |                |



| Building Activity October 1, 2022 to September 30, 2023 |                     |             |                       |               |                        |
|---|---------------------|-------------|-----------------------|---------------|------------------------|
| Month   | # of Permits Issued | Plan Review | Inspections Completed | Cash Receipts | Valuation of Work Done |
| Oct-22  | 91                  | 85          | 205                   | \$30,369.43   | \$2,390,976            |
| Nov-22  | 139                 | 87          | 215                   | \$38,808.51   | \$4,625,038            |
| Dec-22  | 101                 | 73          | 157                   | 22,702.06     | \$3,726,454            |
| Jan-23  | 90                  | 85          | 195                   | \$20,532.41   | \$2,490,367            |
| Feb-23  | 131                 | 87          | 188                   | \$19,080.38   | \$1,332,719            |
| Mar-23  | 131                 | 88          | 242                   | \$26,492.36   | \$2,925,374            |
| Apr-23  | 109                 | 90          | 193                   | \$18,041.44   | \$1,429,516            |
| May-23  | 108                 | 57          | 186                   | \$22,897.83   | \$2,500,550            |
| Jun-23  | 89                  | 62          | 143                   | \$28,074.06   | \$1,439,422            |
| Jul-23  |                     |             |                       |               |                        |
| Aug-23  |                     |             |                       |               |                        |
| Sep-23  |                     |             |                       |               |                        |
| <b>Totals</b>   | 989                 | 714         | 1724                  | \$204,296.42  | \$22,860,416           |

| Building Activity October 1, 2021 to September 30, 2022 |                     |             |                       |               |                        |
|---|---------------------|-------------|-----------------------|---------------|------------------------|
| Month   | # of Permits Issued | Plan Review | Inspections Completed | Cash Receipts | Valuation of Work Done |
| Oct-21  | 109                 | 89          | 124                   | \$21,333.09   | \$2,168,231            |
| Nov-21  | 99                  | 52          | 163                   | \$16,924.29   | \$1,973,657            |
| Dec-21  | 96                  | 72          | 163                   | \$25,615.88   | \$1,192,593            |
| Jan-22  | 124                 | 80          | 193                   | \$29,540.85   | \$1,400,891            |
| Feb-22  | 110                 | 74          | 171                   | \$16,820.09   | \$2,442,996            |
| Mar-22  | 114                 | 87          | 198                   | \$21,505.98   | \$2,598,077            |
| Apr-23  | 145                 | 136         | 185                   | \$67,275.67   | \$1,276,435            |
| May-22  | 97                  | 61          | 171                   | \$20,252.47   | \$2,097,499            |
| Jun-22  | 141                 | 101         | 208                   | \$29,032.43   | \$1,425,360            |
| Jul-22  |                     |             |                       |               |                        |
| Aug-22  |                     |             |                       |               |                        |
| Sep-22  |                     |             |                       |               |                        |
| <b>Totals</b>   | 1035                | 752         | 1576                  | \$248,300.75  | \$16,575,739           |
| <b>Difference</b>                                       | -46                 | -38         | 148                   | -\$44,004.33  | \$6,284,677            |

**June 2023 Monthly Report**

**Annual Inspections**

|  |  |  |  |  |  |  |  |  |  |
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| New Businesses |  |      |                 |                                    |  |  |  |  |         |
|----------------|--|------|-----------------|------------------------------------|--|--|--|--|---------|
| 6/5/2023       |  | 700  | Third St        | Cancer Specialest of North Florida |  |  |  |  | \$75.00 |
| 6/5/2023       |  | 700  | Third St        | Cancer Center of North Florida     |  |  |  |  | \$75.00 |
| 6/5/2023       |  | 700  | Third St        | Cancer Center of North Florida     |  |  |  |  | \$75.00 |
| 6/5/2023       |  | 700  | Third St        | Cancer Center of North Florida     |  |  |  |  | \$75.00 |
| 6/14/2023      |  | 2207 | Florida Blvd    | Pet Wanrts Jax Beach               |  |  |  |  | \$75.00 |
| 6/21/2023      |  | 1225 | Atlantic Blvd 5 | Sheehanigans Shop                  |  |  |  |  | \$75.00 |
|                |  |      |                 |                                    |  |  |  |  |         |

|              |  |  |  |  |  |  |  |  |          |
|--------------|--|--|--|--|--|--|--|--|----------|
|              |  |  |  |  |  |  |  |  |          |
| <b>Total</b> |  |  |  |  |  |  |  |  | \$450.00 |

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## Building Plan Review

| Date                             | BP # | Address | Scope | FloodZone | Proj Value | Bldg Market Val | Time Spent |
|----------------------------------|------|---------|-------|-----------|------------|-----------------|------------|
| New Construction Fire Inspection |      |         |       |           |            |                 |            |

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## New Construction Building Inspection

|  |  |  |  |  |  |  |  |  |  |       |        |
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|  |  |  |  |  |  |  |  |  |  | Total | \$0.00 |

## Fire Plan Review

|  |  |  |  |  |  |  |  |  |  |  |  |
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0.00

### Short Term Rentals

|           |     |          |   |
|-----------|-----|----------|---|
| 6/20/2023 |     |          | worked on the 4 case that are to go to magistrate |
| 6/20/2023 | 231 | Oleander | Found New Short Term Rental, not in Rentalscape   |

### Floodplain Related

|          |  |  |                                      |
|----------|--|--|--------------------------------------|
| 6/8/2023 |  |  | Meeting with Heather and ISO for CRS |
|----------|--|--|--------------------------------------|

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| Elevation Certificate |          |           |        |  |  |  |  |         |          |       |       |
|-----------------------|----------|-----------|--------|--|--|--|--|---------|----------|-------|-------|
| Date                  | Permit # | Address # | Street |  |  |  |  | EC,B9+1 | EC,C2 a) | Above | Below |

|  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |
| Total Elevation Certificates reviewed this month |  |  |  |  |  |  |  |  |  |  |  |

| Code Complaints |  |  |  |
|-----------------|--|--|--|
|-----------------|--|--|--|

|           |           |                |   |
|-----------|-----------|----------------|---|
| 5/6/2023  |           | Atlantic Blvd  | Fire Alarm Sounding for several Days, Called Marc, sending someone out today (6-6-2)  |
| 6/12/2023 | 2033      | Marsh Point Rd | property over grown & needs Maintenance. Unfounded. Called left message closed  |
| 6/12/2023 |           | Bay & third    | Trash cans not being picked up, and blocking sign to greenway. Spoke to owner/tenant agreed to bring cans in quicker. Collin, PW will clean up debris in right of way |
| 6/12/2023 | 106       | FLORIDA        | Silt Fence was up, requested to add fence at bottom of steps.   |
| 6/12/2023 | 528       | Seagate        | draining pool into stormdrain, advised owner that pool water needs to be discharged over grass before entering drain.   |
| 6/12/2023 | 214       | Davis          | Spoke to host to insure sign advertisement is 28 night or more, and requested list of rentals for June 2023   |
| 6/12/2023 | 1809-1815 | First Sst      | Construction Debris needed to be picked up  |
| 6/13/2023 | 1809-1815 | First Sst      | Construction Debris needed to be picked up  |
| 6/14/2023 | 1809-1815 | First Sst      | Construction Debris was picked up   |
| 6/13/2023 | 1151      | Hamlet Ct      | Boat Parked in drive way  |
| 6/12/2023 | 1145      | Hamlet Ct      | Construction work without permit - Stop Work Ordered.   |
| 6/13/23   | 519       | Midway         | Rebuilding Retaining wall in right of way, had them move it back to their property, will double fee permit  |
| 6/14/2023 | 519       | Midway         | Met with PW will relocate water meter based on moved retaining wall   |
| 6/14/2023 | 2207      | Florida        | New Business Inspection, Dog Treat Store  |
| 6/15/2023 | 219       | Bowles         | Complaint of Failing retaining wall, Investigation, review by building official, email notice, with photos to GC, Contractor & Owner are aware                        |

|           |      |                 |   |
|-----------|------|-----------------|---|
| 6/15/2023 | 205  | Myra St         | Email to PE Contractor as to progress on submitting permit, should be submitted within 2-weeks                        |
| 6/20/2023 |      | City Tour       | complaint Fiber one boxes are leaving holes people could fall in, unfounded, PW will be handling this with contractor |
| 6/20/2023 | 231  | Oleander        | New Short Term Rental   |
| 6/20/2023 |      |                 | Worked on tree Ordinance  |
| 6/26/2023 | 1637 | Arrowhead Trail | Tall Grass, Owner stated yard is part of a Certified Wildlife Habitat   |
| 6/26/2023 | 914  | First St        | Hole next to box installed by IQ FIBER, sent to PW to Correct   |

| Fire Investigation |         |        |      |            |
|--------------------|---------|--------|------|------------|
| Date               | Address | Street | Loss | Time Spent |
|                    |         |        |      |            |



Workshop Agenda Item # 6A  
Proposed Ordinance  
Purchasing Threshold

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

|                        |  |
|------------------------|--|
| <b>AGENDA ITEM:</b>    | Workshop Agenda Item #6A, Proposed Ordinance-Section 2-377, Competitive Bidding  |
| <b>SUBMITTED BY:</b>   | Mayor Elaine Brown   |
| <b>DATE:</b>           | July 12, 2023  |
| <b>BACKGROUND:</b>     | <p>This proposed ordinance places the threshold for requiring Council approval for expenditures to \$25,000.</p> <p>This was the amount prior to 2016 and was changed to \$9,999.00. This reverts the amount back to \$25,000.</p> |
| <b>BUDGET:</b>         | See proposed ordinance   |
| <b>RECOMMENDATION:</b> | Consider the proposed ordinance for First Read on August 7, 2023   |
| <b>ATTACHMENT:</b>     | Proposed Ordinance   |

INTRODUCED BY:  
MAYOR BROWN



ORDINANCE NO. 2023-

**A BILL TO BE ENTITLED**

**AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA, AMENDING CHAPTER 2, ARTICLE VI, SECTION 2-377, COMPETITIVE BIDDING; WRITTEN CONTRACTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, The City Council of the City of Neptune Beach desires to protect its citizens by diligently updating the Code of Ordinances of the City of Neptune Beach, and

**WHEREAS**, in 2016, the threshold for requiring City Council approval for expenditures was reduced from \$25,000 to \$9,999.00,

**WHEREAS**, since 2016, there have been significant increases in prices occasioned by numerous factors, including COVID-19, inflation, supply chain issues, and other matters;

**WHEREAS**, the City Council has observed that the current threshold makes administration of the City's business unwieldy, requires matters to be delayed, and otherwise impairs the City's ability to perform its functions, and determines that reestablishing the prior threshold is appropriate.

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

**Section 1. Amending Chapter II, Article VI, Section 2-377 of the City of Neptune Beach Code of Ordinances.** Section 2-377 of the Code of Ordinances of the City of Neptune Beach, Florida, is hereby amended as follows:

**Section 2-377. Competitive bidding; written contracts.**

- (a) Before making any purchase or contract for supplies, materials, equipment or contractual services, opportunity shall be given for competition, as prescribed herein. All expenditures for supplies, materials, equipment or contractual services involving more than, ~~nine thousand, nine hundred ninety nine dollars (\$9,999.00)~~ twenty-five thousand dollars (\$25,000.00) excluding automobiles, shall be made on a written contract, as prescribed herein, and such contract shall be awarded to the lowest and most responsible bidder, if awarded.

An emergency purchase is required when the city experiences an emergency that warrants the immediate delivery of goods or services and in doing so, are unable to comply with the competitive bidding provisions.

The city council has determined that approval under this provision is automatically granted when:

- (1)The public's health, safety or welfare requires the immediate delivery of goods or the performance of services.



(2)The award of any such contracts is made pursuant to the provisions of competitive bidding.

(3)Contracts are issued in response to a formal declaration of an emergency by the governor or mayor.

(4)Approval of the purchase shall be made at the next scheduled meeting of the city council.

(b) The formal bid procedure defined in subsection (a) is not required in the following cases:

(1) When the city council, by a vote of the majority of those members present, waives a formal bid procedure;

(2) When the goods or services to be procured are procurable from only one (1) source, such as contracts for telephone service, electrical energy and other public utility services; books, pamphlets, periodicals, specifically designed business and research equipment and related supplies;

(3) Where the services required are for professional, artistic skills or insurance, pursuant to a written contract;

(4) In emergencies involving public health, safety or where immediate expenditure is necessary for repairs to city property in order to protect against further loss of or damage to the city property to prevent or minimize serious destruction of city services;

(5) Contracts for the maintenance or servicing of equipment, which are made with the manufacturer or authorized service agent of equipment when the maintenance or servicing can best be performed by the manufacturer or authorized service agent where such a contract would otherwise be advantageous to the city;

(6) When the goods or services are procured from other governmental agencies or their contracts;

(7) Purchase and contracts for the use or purchase of data processing equipment or data processing systems software and reproduction equipment; or

(8) When the goods or services are procured from government-related state-wide or national associations.

(c) None of the exceptions detailed above shall void the city's responsibility to procure all goods and services at reasonable and competitive rates.

**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  
Vice Mayor Kerry Chin  
Councilor Nia Livingston  
Councilor Josh Messinger  
Councilor Lauren Key

Passed on First Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

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

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

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

ATTEST:

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

Approved as to form and correctness:

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