



AGENDA
Special and Workshop City Council Meeting
Monday, October 18, 2021, 6:00 P.M.
Council Chambers, 116 First Street, Neptune Beach, Florida

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. COMMENTS FROM THE PUBLIC
3. CONSIDERATION OF APPROVAL OF PETE'S BAR 2021 THANKSGIVING DAY CELEBRATION REQUEST p. 3
- PH 4. ORDINANCE NO. 2021-09, FIRST READ AND PUBLIC HEARING, An Ordinance of the City of Neptune Beach, Florida, Further Extending a Temporary Moratorium to Prohibit the Acceptance or Processing of Certain Applications for a Development Order or any Other Official Action of the City Having the Effect of Permitting or Allowing for the Application of a Plat or Replat in the R-4 Zoning District as set forth in Chapter 27, Unified Land Development Regulations, Division 3 Section 27-101 through 27-102, Platting Requirements Chapter 27, Unified Land Development Regulations, Division 4 Section 27-105 through 27-109, Minor Replat Requirements, and 27-110 Temporary Moratorium; Providing An Effective Date p. 8
- PH 5. ORDINANCE NO. 2021-10, FIRST READ AND PUBLIC HEARING, An Ordinance of the City of Neptune Beach to Further Extend a Temporary Moratorium to Prohibit the Acceptance or Processing of any Application for a Special Exception Permit, Development Order, or any Other Official Action of the City Having the Effect of Permitting or Allowing for the Application of a Planned Unit Development as set forth in Chapter 27, Unified Land Development Regulations, Section 27-244, Planned Unit Development and 27-245, Temporary Moratorium; Providing an Effective Date p. 12
6. CONSIDERATION OF APPROVAL OF PLAN FOR ELIMINATING NONBENEFICIAL SURFACE WATER DISCHARGES PURSUANT TO HOUSE BILL 64 (2021) p. 17
7. 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
 - A. Score Card p. 35

4. COMMITTEE REPORTS
 - A. Finance
 - B. Land Use and Parks
 - C. Strategic Planning and Visioning
 - D. Transportation and Public Safety
5. PUBLIC COMMENTS
6. PROPOSED ORDINANCES
 - A. PROPOSED ORDINANCE NO. 2021- An Ordinance of the City of Neptune Beach Amending Section 6-31, Regarding Dogs on the Beach to Establish Consistency with Atlantic Beach; p. 48 Clarifying Leash Requirements; Requiring Certain Protections for Dogs; Providing for Severability; Providing an Effective Date
7. CONTRACTS / AGREEMENTS / NONE
8. ISSUE DEVELOPMENT / NONE
9. PUBLIC COMMENTS
10. COUNCIL COMMENTS
11. ADJOURN

The meeting will be available online for viewing and posted on the website the next day.

Please register for **Special and Workshop City Council Meeting, October 18, 2021 6:00 PM EDT** at:

<https://attendee.gotowebinar.com/register/7097343577564233743>



Residents attending public meetings can use the code **PF48** 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.”



**Special Meeting Agenda Item # 3
Pete's Bar Event**

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

AGENDA ITEM:	Special Meeting Item # 3, Consideration of Pete's Bar 2021 Thanksgiving Day Celebration
SUBMITTED BY:	Tom and John Whittingslow
DATE:	October 13, 2021
BACKGROUND:	<p>Pete's Bar Thanksgiving Day Celebration is a Neptune Beach tradition that was cancelled in 2020 due to the COVID-19 pandemic.</p> <p>Tom and John Whittingslow are requesting to restart the celebration on November 25, 2021.</p>
BUDGET:	See draft letter from City Manager dated October 12, 2021
RECOMMENDATION:	Consider approval of the Pete's Bar Thanksgiving Day Celebration
ATTACHMENT:	Request and draft permission letter

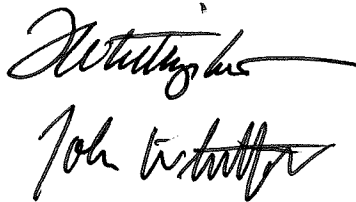
10/5/2021

Dear Neptune Beach City Council,

It is our intentions to restart the traditional Neptune Beach Thanksgiving Day Celebration again this year with the approval of city council. Of course, we will adhere to the requirements set forth by the city concerning safety, security and insurance as we have always done in the past. We are already receiving a tremendous amount of inquiries about the event as you can imagine. Everyone is looking forward to celebrating the holiday season like we used to ! We will of course coordinate closely with the City Mgr and Chief of Police and the other business owners to insure another great morning event. Your consideration on this matter is appreciated.

Sincerely,

Tom & John Whittingslow

The image shows two handwritten signatures in black ink. The top signature is 'Whittingslow' with a long horizontal flourish extending to the right. The bottom signature is 'John Whittingslow' with a similar flourish.

October 12, 2021

Mr. Tom Whittingslow
Pete's Bar
117 First Street
Neptune Beach, FL 32266

Ms. Ashley Wigglesworth
Island Girl Cigar Bar
108 First Street
Neptune Beach, FL 32266

Mr. Chris Wooten
Slider's Seafood Grille
218 First Street
Neptune Beach, FL 32266

Mr. Jay Myers
Southern Grounds & Co.
200 First Street
Neptune Beach, FL 32266

Dear Messrs. Whittingslow, Wooten, Myers, and Ms. Wigglesworth:

Thank you for seeking permission to conduct the annual Thanksgiving event on Thursday, November 25, 2021. I understand your request includes the closing of First Street between Atlantic Boulevard and Orange Street from 9:00 am to 1:00 pm.

By way of this letter, the City of Neptune Beach is to conditionally grant permission for this event as directed by the City Council at the October 18, 2021, Special Meeting. Conditions are as follows:

1. must meet and adhere to all rules established by the City Manager's Office and the Police Department of the City of Neptune Beach
2. observance of all laws and ordinances pertaining to the City of Neptune Beach, the State of Florida, and the Federal Government
3. ***each of the four (4) participating businesses must submit a liability insurance certificate for at least \$1 million naming the City of Neptune Beach as additional insured no later than 5:00 pm on Friday, November 19, 2021 (forward certificate to Cheryl Bäck at acm@nbfl.us)***
4. ***each of the four (4) businesses participating will provide an extension of premises special event permit from the State Division of Alcoholic Beverages and Tobacco (forward State approval to Cheryl Bäck at acm@nbfl.us)***
5. a contact name and phone number of a person in a position of responsibility must be provided for the event from each of the three businesses
6. noise be kept to a minimal level, and no amplified sounds are allowed
7. signs are to be posted at each event entry listing prohibited items for event participants
8. outside alcohol is expressly prohibited

9. the primary responsibility of event holders is to periodically have trash cans emptied to prevent overflow of garbage
10. required hiring of two (2) Neptune Beach Public Works employees for purposes of monitoring garbage control for the duration of the event at standard rates for such employees for the date of the event (Contact NBPD Commander Gary Snyder at 904-270-2413 or via email at garysnyder@nbfl.us to coordinate)
11. required hiring of Rockaway, Inc. to install protective fencing around all landscaping and associated components servicing such landscaping and financial responsibility of the participating business for any damage to same.
12. the exclusive use of unbreakable/shatterproof containers by businesses
13. ensure that pets and bicycles are not in the event area
14. the area used must be free of debris once the event is completed
15. provide ten (10) portable toilets to service crowd; portable toilets are to be placed within the event boundary lines
16. the event coordinator(s) will post "No Parking after 12 am" signs at all First Street parking spaces between Atlantic Blvd. and Orange Street on Wednesday, 11/24, at 6:00 pm
17. traffic closures will be in place on Thursday, 11/25, from 8:30 am-1:30 pm, or until conditions allow, at the following locations (per attached event map):
 - a. First Street at Atlantic Blvd.
 - b. Lemon Street at First Street
 - c. Lemon Street at Midway
 - d. First Street at Orange Street
 - e. Hall Place at First Street
18. must provide five (5) "Road Closed" sign barricades (may contact ACME Barricades for rental information) at the following locations (per attached event map):
 - a. Atlantic Blvd & First Street
 - b. Orange Street & First Street
 - c. Lemon Street & First Street
 - d. Lemon Street & Second Street
 - e. Lemon Street & Midway
19. fifty (50) NBPD cones will be pre-staged and deployed as needed
20. required hiring of five (5) off-duty Police Officers to monitor the event to be compensated at \$85.00 per hour with a four-hour minimum
21. Police Officers must be on-duty from the time of street closure until the streets are cleared, reopened, and the crowd is dispersed
22. as the event runs from 9:00 am to 1:00 pm, agreement to have closed streets cleared and opened for traffic by 2:00 pm
23. agreement to be accountable for all private security throughout the event (for crowd control and ID checks)
24. must arrange for & provide a minimum of two (2) off-duty Firefighter/Paramedics (Contact JFRD)
25. the City assumes no liability for any accident or injury that may occur during the event, and your organization will hold the City harmless should any occur
26. failure to abide by any of the conditions set forth could result in the event being shut down at any time

Should you have any questions or need further information regarding these event stipulations, please let me know.

Sincerely,

Stefen A.B. Wynn, *MPA*
City Manager

DRAFT

cc: Chief Richard Pike, Neptune Beach Police Department
Commander Gary Snyder, Neptune Beach Police Department
Kristina Wright, Community Development Director

**Special Meeting Agenda Item #4
Ord. No. 2021-09, R-4 Lot Split
Moratorium Extension**



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

AGENDA ITEM:	Special Meeting Item # 4, Ordinance No. 2021-09, Further Extending Temporary Moratorium for Plat or Replat in R-4 Zoning District
SUBMITTED BY:	Councilor Kerry Chin and Councilor Josh Messinger
DATE:	October 13, 2021
BACKGROUND:	<p>The Visioning Planning Process has moved into Phase III regarding the adoption of potential revisions to the Unified Land Development, with an anticipated completion date of the first or second quarter of 2022.</p> <p>An extension of the temporary moratorium on the processing of applications for, and the issuance of approvals or any other official action of the City of Neptune Beach permitting or having the effect of allowing platting or replatting of lots in the R-4 zoning district will allow time for the completion of the revisions to the Unified Land Development Code</p> <p>The City previously extended the temporary moratorium by Ordinance No. 2020-12, which will expire on November 2, 2021.</p>
BUDGET:	N/A
RECOMMENDATION:	Consider Ordinance No. 2021-09, Extension of Temporary Moratorium on First Read
ATTACHMENT:	Ordinance No. 2021-09

SPONSORED BY:

**COUNCILOR KERRY CHIN
COUNCILOR JOSH MESSINGER**



ORDINANCE NO. 2021-09

A BILL TO BE ENTITLED

AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA, FURTHER EXTENDING A TEMPORARY MORATORIUM TO PROHIBIT THE ACCEPTANCE OR PROCESSING OF CERTAIN APPLICATIONS FOR A DEVELOPMENT ORDER OR ANY OTHER OFFICIAL ACTION OF THE CITY HAVING THE EFFECT OF PERMITTING OR ALLOWING FOR THE APPLICATION OF A PLAT OR REPLAT IN THE R-4 ZONING DISTRICT AS SET FORTH IN CHAPTER 27, UNIFIED LAND DEVELOPMENT REGULATIONS, DIVISION 3 SECTION 27-101 THROUGH 27-102, PLATTING REQUIREMENTS CHAPTER 27, UNIFIED LAND DEVELOPMENT REGULATIONS, DIVISION 4 SECTION 27-105 THROUGH 27-109, MINOR REPLAT REQUIREMENTS, AND 27-110 TEMPORARY MORATORIUM; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 2(b), Article VIII of the Florida Constitution and Chapter 166 of the Florida Statutes, the City of Neptune Beach possesses the powers to enact ordinances in order to protect the health, safety, and welfare of the City's citizens and residents; and

WHEREAS, the City Council of the City of Neptune Beach, Florida determines that it is in the best interest of its residents, businesses and visitors to enact sufficient land use regulations and land use plans to ensure their health, safety and welfare; and

WHEREAS, to protect the public health, safety and welfare of its citizens, the City of Neptune Beach wants to review and discuss the platting and minor replat code regulations; and

WHEREAS, the City Council has noted the significant number of requested plats and replats of properties in the R-4 zoning district as established by Section 27-221 resulting in an increase in the number of lots in such district, as well as the significant number of potential future requests, and the potential effects of these activities on the unique character and environment of Neptune Beach and the R-4 zoning district, in particular, including but not limited to those effects caused by the impacts of high-tide events, storm surge, flash floods, stormwater runoff, and sea-level rise as recognized by the Florida Legislature in sec. 163.3178, Fla. Stat.; and

WHEREAS, the City Council determines that additional time is required to review, study, hold public hearings, and prepare and adopt an amendment or amendments to the

City of Neptune Beach Unified Land Development Code and/or Code of regarding platting and replatting of lots in the R-4 zoning district; and

WHEREAS, the City, along with its retained professionals, Dover, Kohl & Partners have prepared and adopted a vision plan and submitted a proposed Comprehensive Plan to the Florida Department of Economic Opportunity; and

WHEREAS, such planning process has moved into Phase III regarding the adoption of potential revisions to the Unified Land Development, with an anticipated completion date of the first or second quarter of 2022; and

WHEREAS, the moratorium is currently scheduled to expire on November 2, 2021; and

WHEREAS, an extension of the temporary moratorium on the processing of applications for, and the issuance of approvals or any other official action of the City of Neptune Beach permitting or having the effect of allowing platting or replatting of lots in the R-4 zoning district will allow time for the completion of the revisions to the Unified Land Development Code; and

WHEREAS, to avoid further unnecessary legislation, extending this moratorium beyond the anticipated completion date is in the best interest of the City in light of the fact that this moratorium may be terminated at any time by the City Council; and

WHEREAS, proper notice has been given of the public hearings of this proposed ordinance and of the public hearings in the accordance with applicable law; and

WHEREAS, the public hearings were held pursuant to the published notice described at which hearings the parties in interest and all others had an opportunity to be and were, in fact, heard; 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 of Neptune Beach, Florida, that it permits the continued process of evaluation and drafting of revisions to the City's Comprehensive Plan and Unified Land Development Code and that it advances a significant and important governmental interest;

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

ARTICLE III. – ADMINISTRATIVE AND ENFORCEMENT PROCEDURES

Sec. 27-110.

(c) **Term.**

The moratorium imposed by this ordinance is temporary and, unless dissolved earlier by the City, shall automatically dissolve in three hundred and sixty-five (365) days from the effective date of this ordinance, unless extended in accordance with applicable law. This moratorium may be reasonably extended, if necessary, by ordinance of the City Council.

(f) **Effective Date.**

This ordinance shall take effect immediately upon passage after second reading/public hearing.

VOTE RESULTS OF FIRST READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Lauren Key

Passed on First Reading this ____ day of October, 2021.

VOTE RESULTS OF SECOND AND FINAL READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Lauren Key

Passed on Second and Final Reading this ____ day of November, 2021.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, City Clerk

Approved as to form and content:

Zachary Roth, City Attorney



**Special Meeting Agenda Item # 5,
Ord. No. 2021-10, PUD Moratorium
Extension**

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

AGENDA ITEM:	Special Meeting Item # 5, Ordinance No. 2021-10, Third Extension of PUD Moratorium
SUBMITTED BY:	Councilor Kerry Chin and Councilor Josh Messinger
DATE:	October 13, 2021
BACKGROUND:	<p>The City is actively engaged in the process of evaluating revisions to its Unified Land Development Code, including how planned unit developments are processed within the City and the City anticipates that such process will take additional time to complete.</p> <p>The City Council for the City of Neptune Beach, Florida previously extended the temporary moratorium by Ordinance No. 2020-01 and further by Ordinance No. 2020-13, with the latter having an effective date of November 2, 2020, to allow the continued analysis of revisions to its Comprehensive Plan and the Unified Land Development Code. That temporary moratorium is scheduled to expire on November 2, 2021.</p>
BUDGET:	N/A
RECOMMENDATION:	Consider Ordinance No. 2021-10, Third Extension of PUD Moratorium
ATTACHMENT:	Ordinance No. 2021-10, PUD Moratorium

SPONSORED BY:

**COUNCILOR KERRY CHIN
COUNCILOR JOSH MESSINGER**



ORDINANCE NO. 2021-10

A BILL TO BE ENTITLED

AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA, TO FURTHER EXTEND A TEMPORARY MORATORIUM TO PROHIBIT THE ACCEPTANCE OR PROCESSING OF ANY APPLICATION FOR A SPECIAL EXCEPTION PERMIT, DEVELOPMENT ORDER, OR ANY OTHER OFFICIAL ACTION OF THE CITY HAVING THE EFFECT OF PERMITTING OR ALLOWING FOR THE APPLICATION OF A PLANNED UNIT DEVELOPMENT AS SET FORTH IN CHAPTER 27, UNIFIED LAND DEVELOPMENT REGULATIONS, SECTION 27-244 PLANNED UNIT DEVELOPMENT AND 27-244.1 TEMPORARY MORATORIUM; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 2(b), Article VIII of the Florida Constitution and Chapter 166 of the Florida Statutes, the City of Neptune Beach possesses the powers to enact ordinances in order to protect the health, safety, and welfare of the City's citizens and residents; and

WHEREAS, the City Council of the City of Neptune Beach, Florida determines that it is in the best interest of its residents, businesses and visitors to enact sufficient land use regulations to ensure their health, safety and welfare; and

WHEREAS, the City is actively engaged in the process of evaluating revisions to its Unified Land Development Code, including how planned unit developments are processed within the City and the City anticipates that such process will take additional time to complete; and

WHEREAS, the City Council for the City of Neptune Beach, Florida previously found and declared that a temporary moratorium regarding the City's consideration of any application for special exception permit, authorization or any other official action of the City having the effect of permitting or allowing the PUDs within the city limits was in the best interest of the public health, safety and welfare of the citizens and residents of the City of Neptune Beach, Florida and that it advanced a significant and important governmental interest; and

WHEREAS, the City Council for the City of Neptune Beach, Florida previously adopted a temporary moratorium on the City's consideration of any application for special exception permit, authorization or any other official action of the City having the effect of

permitting or allowing the PUDs within the city limits, may be accepted or processed or approved by the City, except as may be required by applicable law, in Ordinance No. 2019-03, with an effective date of March 4, 2019; and

WHEREAS, the City Council for the City of Neptune Beach, Florida previously extended the temporary moratorium by Ordinance No. 2020-01 and further by Ordinance No. 2020-13, with the latter having an effective date of November 2, 2020, to allow the continued analysis of revisions to its Comprehensive Plan and the Unified Land Development Code; and

WHEREAS, said temporary moratorium is scheduled to expire on November 2, 2021; and

WHEREAS, the City's has adopted a vision plan and submitted a proposed Comprehensive Plan to the Florida Department of Economic Opportunity and has entered into Phase III of its process with Dover, Kohl and Partners; and

WHEREAS, Phase III consists of preparation of revisions to the Unified Land Development Code; and

WHEREAS, the City does not anticipate that such process will be completed by November 2, 2021 and the City Council deems it to be in the best interest of the City and its citizens and residents to extend the moratorium based on an expected completion date in the first or second quarter of 2022; and

WHEREAS, to avoid further unnecessary legislation, extending this moratorium beyond the anticipated completion date is in the best interest of the City in light of the fact that this moratorium may be terminated at any time by the City Council; and

WHEREAS, proper notice has been given of the public hearing of this proposed ordinance and of a public hearing in accordance with applicable law; and

WHEREAS, the public hearings were held pursuant to the published notice described at which hearings the parties in interest and all others had an opportunity to be and were, in fact, heard; and

WHEREAS, the City Council for the City of Neptune Beach, Florida finds and declares that an extension to the temporary moratorium regarding the City's consideration of any application for special exception permit, authorization or any other official action of the City having the effect of permitting or allowing the PUDs within the city limits is in the best interest of the public health, safety and welfare of the citizens and residents of the City of Neptune Beach, Florida, will permit the continued process of evaluation and drafting of revisions to the City's Comprehensive Plan and Unified Land Development Code, and will advance a significant and important governmental interest.

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

ARTICLE IV. – LAND USE

Sec. 27-244.1. Temporary moratorium on permitting planned unit developments (PUD).

(c) Term.

The moratorium imposed by this ordinance is temporary and, unless dissolved earlier by the City, shall automatically dissolve three hundred and sixty-five (365) days after the effective date of this ordinance, unless extended in accordance with applicable law. This moratorium may be reasonably extended, if necessary, by ordinance of the City Council.

(f) Effective Date.

This ordinance shall take effect immediately upon passage after second reading/public hearing.

VOTE RESULTS OF FIRST READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Lauren Key

Passed on First Reading this _____ day of October, 2021.

VOTE RESULTS OF SECOND AND FINAL READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Lauren Key

Passed on Second and Final Reading this _____ day of November, 2021.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

Approved as to form and contents

Zachary Roth, City Attorney



**Special Meeting Agenda Item # 6
Plan for Eliminating
Nonbeneficial Surface Water**

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

AGENDA ITEM:	Special Meeting Item #5, Plan for Eliminating Nonbeneficial Surface Water Discharges by Domestic Wastewater Utilities
SUBMITTED BY:	City Manager and Public Works Director
DATE:	October 13, 2021
BACKGROUND:	This year the State of Florida passed legislation requiring the City to submit a plan for eliminating nonbeneficial surface water discharges from its Wastewater Treatment Facility (WWTF) by January 1, 2032. The legislation is associated with House Bill 64 (2021). The required plan must be submitted by November 1, 2021. If the plan is not submitted by November 1, 2021, the City's WWTF will not be allowed to dispose of its effluent to surface waters after January 1, 2028. On July 19, 2021, leadership from Atlantic Beach, Jacksonville Beach and Neptune Beach met to discuss the issues and explore options. The State's new legislation contain difficult deadlines, technical challenges, and exorbitant costs that it is not realistic to plan for in such a short window. Staff requested an extension with the FDEP that was denied.
BUDGET:	TBD
RECOMMENDATION:	Staff respectfully requests Council's approval for the Mayor's execution of the plan, staff's submitting the executed plan to the FDEP, and committing the City to significant planning, design, improvements, and capital expenditures through January 1, 2032 in compliance with the State's new legislation associated with House Bill 64 (2021).
ATTACHMENT:	Notification letter, HB 64, Plan Submittal



FLORIDA DEPARTMENT OF Environmental Protection

Bob Martinez Center
2600 Blair Stone Road
Tallahassee, FL 32399-2400

Ron DeSantis
Governor

Jeanette Nuñez
Lt. Governor

Shawn Hamilton
Secretary

October 1, 2021

dpw@nbfl.us

Jim French
City Engineer
2010 Forest Ave
Neptune Beach, City of
Duval County

Dear Jim,

This letter provides a second notification that as the permittee of a domestic wastewater treatment facility with a permitted discharge to surface waters in Florida, you are subject to new provisions in section 403.064(17), Florida Statutes (F.S.). The new provisions require you to submit a plan to eliminate nonbeneficial surface water discharges by January 1, 2032, to the Department of Environmental Protection (DEP) for review and approval no later than November 1, 2021.

If the plan is not timely submitted by the utility by November 1, 2021, **the utility's domestic wastewater treatment facilities may not dispose of effluent, reclaimed water, or reuse water by surface water discharge after January 1, 2028.** DEP will review and approve or deny your plan within nine months of receipt. You may modify the plan by submitting the modification to DEP, but the requirements detailed below must be met and the time to implement shall not be extended. As required by statute, the plan shall be fully implemented by January 1, 2032.

If you have already submitted a plan, or a response indicating that a plan is not required under section 403.064(17), F.S., then you may disregard this letter.

Further details regarding the plan that must be submitted by November 1, 2021:

This plan must include the average number of gallons per day of effluent, reclaimed water or reuse water that will no longer be discharged into surface waters and the date of such elimination, the average number of gallons per day of surface water discharge which will continue if allowed by provisions 2. or 3. in the paragraph below, and the level of treatment the effluent, reclaimed water or reuse water will receive before being discharged into a surface water alternative.

Your plan will be approved by DEP if:

1. The plan will result in eliminating the surface water discharge.
2. The plan will result in meeting the requirements of section 403.086(10), F.S. (the statute related to the elimination of ocean outfall discharges).
3. The plan does not provide for a complete elimination of the surface water discharge, but does provide an affirmative demonstration that any of the following conditions apply to the remaining discharge:
 - a. The discharge is associated with an indirect potable reuse project;
 - b. The discharge is a wet weather discharge that occurs in accordance with an applicable department permit;
 - c. The discharge is into a stormwater management system and is subsequently withdrawn by a user for irrigation purposes;
 - d. The utility operates the domestic wastewater treatment facilities with reuse systems that reuse a minimum of 90 percent of a facility's annual average flow, as determined by DEP using monitoring data for the prior five consecutive years, for reuse purposes authorized by DEP; or
 - e. The discharge provides direct ecological or public water supply benefits, such as rehydrating wetlands or implementing the requirements of minimum flows and minimum water levels or recovery or prevention strategies for a waterbody.

The plan may include conceptual projects for 3.a. and 3.e. above, but this does not extend the time for plan implementation. Please note that discharges allowed under section 403.086(8)(a), F.S., may be included in the plan.

Permit applicants for a new or expanded surface water discharge shall develop a plan in accordance with the above requirements from section 403.064(17), F.S., to be submitted with the permit application.

Certain domestic wastewater treatment facilities can be exempt from the plan outlined above if they successfully demonstrate at least one of the following circumstances apply. However, documentation must still be supplied by the November 1, 2021, deadline to claim this exemption.

1. The domestic wastewater treatment facility is located in a fiscally constrained county as described in section 218.67(1), F.S.
2. The domestic wastewater treatment facility is located in a municipality that is entirely within a rural area of opportunity as designated pursuant to section 288.0656, F.S.
3. The domestic wastewater treatment facility is located in a municipality that has less than \$10 million in total revenue, as determined by the municipality's most recent annual financial report submitted to the Florida Department of Financial Services in accordance with section 218.32, F.S.
4. The domestic wastewater treatment facility that is operated by an operator of a mobile home park as defined in section 723.003, F.S., and has a permitted capacity of less than 300,000 gallons per day.

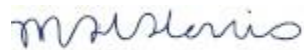
Jim French
Page 3
October 1, 2021

Please submit either (1) your plan or (2) your documentation demonstrating that no plan is required via email to DEP's Wastewater Management Program at: NPDESDischargePlan2021@FloridaDEP.gov no

later than November 1, 2021. For your convenience, a cover sheet template is attached that should be completed and included with your submission.

If you have questions about the requirements above or plan submission, please direct those inquiries to NPDESDischargePlan2021@FloridaDEP.gov.

Yours truly,



Marc H. Harris, P.E.
Program Administrator
Wastewater Management Program
Division of Water Resource Management

cc: James R. Maher, P.E., DEP Northeast District, Jim.Maher@FloridaDEP.gov
Thomas Kallemeyn, DEP Northeast District, Tom.Kallemeyn@FloridaDEP.gov

202164er

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2 An act relating to reclaimed water; amending s.
3 403.064, F.S.; requiring certain domestic wastewater
4 utilities to submit to the Department of Environmental
5 Protection by a specified date a plan for eliminating
6 nonbeneficial surface water discharge within a
7 specified timeframe; providing requirements for the
8 plan; requiring the department to approve plans that
9 meet certain requirements; requiring the department to
10 make a determination regarding a plan within a
11 specified timeframe; requiring the utilities to
12 implement approved plans by specified dates; providing
13 for administrative and civil penalties; requiring
14 certain utilities to submit updated annual plans until
15 certain conditions are met; requiring domestic
16 wastewater utilities applying for permits for new or
17 expanded surface water discharges to prepare a
18 specified plan for eliminating nonbeneficial
19 discharges as part of its permit application;
20 requiring the department to submit an annual report to
21 the Legislature by a specified date; providing
22 applicability; providing construction; authorizing the
23 department to convene and lead one or more technical
24 advisory groups; providing that potable reuse is an
25 alternative water supply and that projects relating to
26 such reuse are eligible for alternative water supply
27 funding; requiring the department and the water
28 management districts to develop and execute, by a
29 specified date, a memorandum of agreement for the

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30 coordinated review of specified permits; providing
31 that potable reuse projects are eligible for certain
32 expedited permitting and priority funding; providing
33 construction; creating s. 403.892, F.S.; providing
34 definitions; requiring counties, municipalities, and
35 special districts to authorize graywater technologies
36 under certain circumstances and to provide certain
37 incentives for the implementation of such
38 technologies; providing requirements for the use of
39 graywater technologies; providing that the
40 installation of residential graywater systems meets
41 certain public utility water conservation measure
42 requirements; providing for the applicability of
43 specified reclaimed water aquifer storage and recovery
44 well requirements; providing a declaration of
45 important state interest; providing an effective date.

46
47 Be It Enacted by the Legislature of the State of Florida:

48
49 Section 1. Subsection (17) of section 403.064, Florida
50 Statutes, is renumbered as subsection (18) and amended, and a
51 new subsection (17) is added to that section, to read:

52 403.064 Reuse of reclaimed water.—

53 (17) By November 1, 2021, domestic wastewater utilities
54 that dispose of effluent, reclaimed water, or reuse water by
55 surface water discharge shall submit to the department for
56 review and approval a plan for eliminating nonbeneficial surface
57 water discharge by January 1, 2032, subject to the requirements
58 of this section. The plan must include the average gallons per

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59 day of effluent, reclaimed water, or reuse water that will no
60 longer be discharged into surface waters and the date of such
61 elimination, the average gallons per day of surface water
62 discharge which will continue in accordance with the
63 alternatives provided for in subparagraphs (a)2. and 3., and the
64 level of treatment that the effluent, reclaimed water, or reuse
65 water will receive before being discharged into a surface water
66 by each alternative.

67 (a) The department shall approve a plan that includes all
68 of the information required under this subsection as meeting the
69 requirements of this section if one or more of the following
70 conditions are met:

71 1. The plan will result in eliminating the surface water
72 discharge.

73 2. The plan will result in meeting the requirements of s.
74 403.086(10).

75 3. The plan does not provide for a complete elimination of
76 the surface water discharge but does provide an affirmative
77 demonstration that any of the following conditions apply to the
78 remaining discharge:

79 a. The discharge is associated with an indirect potable
80 reuse project;

81 b. The discharge is a wet weather discharge that occurs in
82 accordance with an applicable department permit;

83 c. The discharge is into a stormwater management system and
84 is subsequently withdrawn by a user for irrigation purposes;

85 d. The utility operates domestic wastewater treatment
86 facilities with reuse systems that reuse a minimum of 90 percent
87 of a facility's annual average flow, as determined by the

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88 department using monitoring data for the prior 5 consecutive
89 years, for reuse purposes authorized by the department; or

90 e. The discharge provides direct ecological or public water
91 supply benefits, such as rehydrating wetlands or implementing
92 the requirements of minimum flows and minimum water levels or
93 recovery or prevention strategies for a waterbody.

94
95 The plan may include conceptual projects under sub-subparagraphs
96 3.a. and 3.e.; however, such inclusion does not extend the time
97 within which the plan must be implemented.

98 (b) The department shall approve or deny a plan within 9
99 months after receiving the plan. A utility may modify the plan
100 by submitting such modification to the department; however, the
101 plan may not be modified such that the requirements of this
102 subsection are not met, and the department may not extend the
103 time within which a plan will be implemented. The approval of
104 the plan or a modification by the department does not constitute
105 final agency action.

106 (c) A utility shall fully implement the approved plan by
107 January 1, 2032.

108 (d) If a plan is not timely submitted by a utility or
109 approved by the department, the utility's domestic wastewater
110 treatment facilities may not dispose of effluent, reclaimed
111 water, or reuse water by surface water discharge after January
112 1, 2028. A violation of this paragraph is subject to
113 administrative and civil penalties pursuant to ss. 403.121,
114 403.131, and 403.141.

115 (e) A domestic wastewater utility applying for a permit for
116 a new or expanded surface water discharge shall prepare a plan

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117 in accordance with this subsection as part of that permit
118 application. The department may not approve a permit for a new
119 or expanded surface water discharge unless the plan meets one or
120 more of the conditions provided in paragraph (a).

121 (f) By December 31, 2021, and annually thereafter, the
122 department shall submit a report to the President of the Senate
123 and the Speaker of the House of Representatives which provides
124 the average gallons per day of effluent, reclaimed water, or
125 reuse water that will no longer be discharged into surface
126 waters by the utility and the dates of such elimination; the
127 average gallons per day of surface water discharges that will
128 continue in accordance with the alternatives provided in
129 subparagraphs (a)2. and 3., and the level of treatment that the
130 effluent, reclaimed water, or reuse water will receive before
131 being discharged into a surface water by each alternative and
132 utility; and any modified or new plans submitted by a utility
133 since the last report.

134 (g) This subsection does not apply to any of the following:

135 1. A domestic wastewater treatment facility that is located
136 in a fiscally constrained county as described in s. 218.67(1).

137 2. A domestic wastewater treatment facility that is located
138 in a municipality that is entirely within a rural area of
139 opportunity as designated pursuant to s. 288.0656.

140 3. A domestic wastewater treatment facility that is located
141 in a municipality that has less than \$10 million in total
142 revenue, as determined by the municipality's most recent annual
143 financial report submitted to the Department of Financial
144 Services in accordance with s. 218.32.

145 4. A domestic wastewater treatment facility that is

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146 operated by an operator of a mobile home park as defined in s.
147 723.003 and has a permitted capacity of less than 300,000
148 gallons per day.

149 (h) This subsection does not prohibit the inclusion of a
150 plan for backup discharges under s. 403.086(8) (a).

151 (i) This subsection may not be deemed to exempt a utility
152 from requirements that prohibit the causing of or contributing
153 to violations of water quality standards in surface waters,
154 including groundwater discharges that affect water quality in
155 surface waters.

156 (18) (a) ~~(17)~~ By December 31, 2020, the department shall
157 initiate rule revisions based on the recommendations of the
158 Potable Reuse Commission's 2020 report "Advancing Potable Reuse
159 in Florida: Framework for the Implementation of Potable Reuse in
160 Florida." Rules for potable reuse projects must address
161 contaminants of emerging concern and meet or exceed federal and
162 state drinking water quality standards and other applicable
163 water quality standards. Reclaimed water is deemed a water
164 source for public water supply systems.

165 (b) The Legislature recognizes that sufficient water supply
166 is imperative to the future of the state and that potable reuse
167 is a source of water which may assist in meeting future demand
168 for water supply.

169 (c) The department may convene and lead one or more
170 technical advisory groups to coordinate the rulemaking and
171 review of rules for potable reuse as required under this
172 section. The technical advisory group, which shall assist in the
173 development of such rules, must be composed of knowledgeable
174 representatives of a broad group of interested stakeholders,

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175 including, but not limited to, representatives from the water
176 management districts, the wastewater utility industry, the water
177 utility industry, the environmental community, the business
178 community, the public health community, the agricultural
179 community, and the consumers.

180 (d) Potable reuse is an alternative water supply as defined
181 in s. 373.019, and potable reuse projects are eligible for
182 alternative water supply funding. The use of potable reuse water
183 may not be excluded from regional water supply planning under s.
184 373.709.

185 (e) The department and the water management districts shall
186 develop and execute, by December 31, 2023, a memorandum of
187 agreement providing for the procedural requirements of a
188 coordinated review of all permits associated with the
189 construction and operation of an indirect potable reuse project.
190 The memorandum of agreement must provide that the coordinated
191 review will occur only if requested by a permittee. The purpose
192 of the coordinated review is to share information, avoid the
193 redundancy of information requested from the permittee, and
194 ensure consistency in the permit for the protection of the
195 public health and the environment.

196 (f) To encourage investment in the development of potable
197 reuse projects by private entities, a potable reuse project
198 developed as a qualifying project under s. 255.065 is:

199 1. Beginning January 1, 2026, eligible for expedited
200 permitting under s. 403.973.

201 2. Consistent with s. 373.707, eligible for priority
202 funding in the same manner as other alternative water supply
203 projects from the Drinking Water State Revolving Fund, under the

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204 Water Protection and Sustainability Program, and for water
205 management district cooperative funding.

206 (g) This subsection is not intended and may not be
207 construed to supersede s. 373.250(3).

208 Section 2. Section 403.892, Florida Statutes, is created to
209 read:

210 403.892 Incentives for the use of graywater technologies.—

211 (1) As used in this section, the term:

212 (a) "Developer" has the same meaning as in s. 380.031(2).

213 (b) "Graywater" has the same meaning as in s.

214 381.0065(2)(e).

215 (2) To promote the beneficial reuse of water in the state,
216 a county, municipality, or special district shall:

217 (a) Authorize the use of residential graywater technologies
218 in their respective jurisdictions which meet the requirements of
219 this section, the Florida Building Code, and applicable
220 requirements of the Department of Health and for which a
221 developer or homebuilder has received all applicable regulatory
222 permits or authorizations.

223 (b) Provide a 25 percent density or intensity bonus to a
224 developer or homebuilder if at least 75 percent of a proposed or
225 existing development will have a graywater system installed or a
226 35 percent bonus if 100 percent of a proposed or an existing
227 development will have a graywater system installed. The bonus
228 under this paragraph is in addition to any bonus provided by a
229 county, municipality, or special district ordinance in effect on
230 July 1, 2021.

231 (3) To qualify for the incentives under subsection (2), the
232 developer or homebuilder must certify to the applicable

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233 governmental entity as part of its application for development
234 approval or amendment of a development order that all of the
235 following conditions are met:

236 (a) The proposed or existing development has at least 25
237 single-family residential homes that are either detached or
238 multifamily dwellings. This paragraph does not apply to
239 multifamily projects over five stories in height.

240 (b) Each single-family residential home or residence will
241 have its own residential graywater system that is dedicated for
242 its use.

243 (c) The developer or homebuilder has submitted a
244 manufacturer's warranty or data providing reasonable assurance
245 that the residential graywater system will function as designed
246 and includes an estimate of anticipated potable water savings
247 for each system. A submission of the manufacturer's warranty or
248 data from a building code official, governmental entity, or
249 research institute that has monitored or measured the
250 residential graywater system that is proposed to be installed
251 for such development shall be accepted as reasonable assurance
252 and no further information or assurance is needed.

253 (d) The required maintenance of the graywater system will
254 be the responsibility of the residential homeowner.

255 (e) An operation and maintenance manual for the graywater
256 system will be supplied to the initial homeowner of each home.
257 The manual shall provide a method of contacting the installer or
258 manufacturer and shall include directions to the residential
259 homeowner that the manual shall remain with the residence
260 throughout the life cycle of the system.

261 (4) If the requirements of subsection (3) have been met,

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262 the county or municipality must include the incentives provided
263 for in subsection (2) when it approves the development or
264 amendment of a development order. The approval must also provide
265 for the process that the developer or homebuilder will follow to
266 verify that such systems have been purchased. Proof of purchase
267 must be provided within 180 days after the issuance of a
268 certificate of occupancy for single-family residential homes
269 that are either detached or multifamily projects under five
270 stories in height.

271 (5) The installation of residential graywater systems in a
272 county or municipality in accordance with this section shall
273 qualify as a water conservation measure in a public water
274 utility's water conservation plan under s. 373.227. The
275 efficiency of such measures shall be commensurate with the
276 amount of potable water savings estimated for each system
277 provided by the developer or homebuilder under paragraph (3) (c).

278 Section 3. To further promote the reuse of reclaimed water
279 for irrigation purposes, the rules that apply when reclaimed
280 water is injected into a receiving groundwater that has 1,000 to
281 3,000 mg/L total dissolved solids are applicable to reclaimed
282 water aquifer storage and recovery wells injecting into a
283 receiving groundwater of less than 1,000 mg/L total dissolved
284 solids if the applicant demonstrates that it is injecting into a
285 confined aquifer, that there are no potable water supply wells
286 within 3,500 feet of the aquifer storage and recovery wells,
287 that it has implemented institutional controls to prevent the
288 future construction of potable water supply wells within 3,500
289 feet of the aquifer storage and recovery wells, and that the
290 recovered water is being used for irrigation purposes. The

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291 injection of reclaimed water that meets the requirements of this
292 section is not potable reuse. This section may not be construed
293 to exempt the reclaimed water aquifer storage and recovery wells
294 from requirements that prohibit the causing of or contribution
295 to violations of water quality standards in surface waters,
296 including groundwater discharges that flow by interflow and
297 affect water quality in surface waters.

298 Section 4. The Legislature determines and declares that
299 this act fulfills an important state interest.

300 Section 5. This act shall take effect upon becoming a law.

Cover Sheet for Plan Submittal

Facility Name Neptune Beach WWTF

Facility ID FL0020427

Contact Person Name, Title, Phone, Email Jim French, Public Works Director, dpw@nbfl.us

If the requirement for a plan does not apply to the facility, please mark which exemption applies (attach documentation demonstrating that the facility meets the exemption)

Check One	Exemption
<input type="checkbox"/>	Facility is in a fiscally constrained county as described in section 218.67(1), F.S.
<input type="checkbox"/>	Facility is in a municipality that is entirely with a rural area of opportunity as designated pursuant to section 288.0656, F.S.
<input type="checkbox"/>	Facility is in a municipality that has less than \$10 million in total revenue, as determined by the municipality's most recent annual financial report submitted to the Department of Financial Services in accordance with section 218.32, F.S.
<input type="checkbox"/>	Facility is operated by an operator of a mobile home park as defined in section 723.003, F.S., and has a permitted capacity of less than 300,000 gallons per day.

Indicate which plan(s) category under which the facility will comply

Check One	Plan Category
<input checked="" type="checkbox"/>	The plan eliminates the discharge.
<input type="checkbox"/>	The plan meets section 403.086(10), F.S.
<input type="checkbox"/>	The plan does not eliminate the discharge – The discharge is associated with an indirect potable reuse project;
<input type="checkbox"/>	The plan does not eliminate the discharge – The discharge is a wet weather discharge that occurs in accordance with an applicable department permit;
<input type="checkbox"/>	The plan does not eliminate the discharge – The discharge is into a stormwater management system and is subsequently withdrawn by a user for irrigation purposes;
<input type="checkbox"/>	The plan does not eliminate the discharge – The utility operates the domestic wastewater treatment facilities with reuse systems that reuse a minimum of 90 percent of a facility's annual average flow, as determined by the department using monitoring data for the prior 5 consecutive years, for reuse purposes authorized by the department; or
<input type="checkbox"/>	The plan does not eliminate the discharge – The discharge provides direct ecological or public water supply benefits, such as rehydrating wetlands or implementing the requirements of minimum flows and minimum water levels or recovery or prevention strategies for a waterbody.

Please enter the information on discharges eliminated

Discharge Type (effluent, reclaimed water, or reuse water)	Average Gallons Per Day	Date the discharge will be eliminated
Effluent	717,000	January 1, 2032

Please enter information on any continuing discharges to surface waters after January 1, 2032.

Discharge Allowance Category	Discharge Type (effluent, reclaimed water, or reuse water)	Average Gallons Per Day	Treatment Level Provided (e.g. BOD limit = 5mg/L, TSS = 5 mg/L, TN = 3mg/L, TP = 1mg/L and high-level disinfection)
Meets section 403.086(10), F.S.			
Associated with an indirect potable reuse project.			
Wet weather discharge in accordance with an applicable department permit.			
Discharge into a stormwater management system that is subsequently withdrawn by a user for irrigation purposes.			
Reuse system reuses a minimum of 90 percent of a facility's annual average flow.			
Discharge provides direct ecological or public water supply benefits.			

Certification Statement

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	
Authorized Signatory Representative Name <i>and Official Title</i> (type or print) [Rule 62-620.305, F.A.C.]	
<i>Authorized Signatory Representative Signature</i>	<i>Date Signed</i>

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
CITY MANAGER'S OFFICE					
Communications Policy Creation	Draft Complete - Awaiting Personnel Policy and Employee Handbook Completion from Consultant - Submitted to Consultant 6/17/2021	N/A	3/2/2021		Completed
Special Event Policy Update	Working on Framework	N/A	2/15/2021	12/31/2021	In progress
Comprehensive Emergency Management Plan Review	The MCEMP went through an exhaustive update last year.5/25/2021 Emergency Management Meeting with Staff.	N/A	3/10/2021	7/30/2021	In Progress
Various Personnel Policy Updates	New Focus HR selected and working on new policies and handbook.	N/A	3/5/2021	11/30/2021	In progress
FOP Contract Negotiations			7/1/2021	TBD	
CFO Search	Begins 8/12/2021--estimated completion 9/30/2021		8/11/2021		
Budget Planning	First hearing on 9/8/2021, second hearing on 9/20/2021		5/20/2021		
Waste Pro Liquidated Damages	Fines for missed collections totaling \$2,250.00 deducted from August 2021 Waste Pro billing.	N/A	N/A	N/A	On-going
FINANCE DEPARTMENT					
FEMA Disaster Relief Request	Preparing documentation to be submitted for Hurricane Dorian. FEMA opened disaster relief portal.				12/31/2020
Tyler Technologies Financial Software Replacement	Update & Submit City's 1,600 general ledger accounts to conform with Florida Uniform Chart of Accounts to include project codes.		11/17/2020	New Chart of Accounts Rebuilt and reviewed completed.	Postponed until 7/22
Fiscal Year 2020 Audit	Auditor's requested financial data. Preparing requested documentation and sending it to auditors.		12/31/2020	Audit requests provided to new Audit Team.	Completed by MP
Fiscal Year 2020 Audit	Compile FY 2020 Basic Financial Statements		2/1/2021	In progress	Completed by MP
Fiscal Year 2020 Audit	Complete FY2020 Audit Entries and book FY 2020 Adjusting Entries.		2/1/2021	In progress	Completed by MP
Vacancy	Advertise for Cashier 1 Full-time Position.		2/15/2021	Cashier 1 Advertised, Candidates Interviewed, Offer and Acceptance Completed	Completed
New Banking Services	Move all city Cash Deposits to new bank.		3/1/2021	In progress	
New Banking Services	Go live with Employee Direct Deposits.		3/1/2021	ACH File Upload errors reduced, final test pending new file upload.	
New Banking Services	Configure and Test Direct ACH Files with ERP System Support.		3/1/2021	ACH File Upload errors reduced, final test pending new file upload.	

**CITY OF NEPTUNE BEACH
DEPARTMENTAL SCORE CARD
(REVISED 10/13/2021)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
FINANCE DEPARTMENT					
Compile OPEB Data for Actuaries	Open Until Completion of FY20 Audit		7/1/2021	Open	Completed by MP
Distribute 2016-2019 Unclaimed Property to State	Completed		5/26/2021	Completed	Completed 6/2021
Advertise RFP for Auditing Services	Open		TBA	Open	TBD
PLANNING AND COMMUNITY DEVELOPMENT					
Building Department Activity (see attached report for September 2021)	In progress	N/A	ongoing	10/11/2021	Ongoing
Code Enforcement Activity (see attached report for September 2021)	In progress	N/A	ongoing	10/11/2021	Ongoing
Commercial Fire Inspection Activity	In progress	N/A	ongoing	10/11/2021	Ongoing
October Community Development Board Meeting	10/13/2021	N/A	Sept.	10/11/2021	Oct.
SE 21-03 218 First ST	10/13/2021	N/A	Sept.	10/11/2021	Oct.
CDB 21-03 218 First ST	10/13/2021	N/A	Sept.	10/11/2021	Oct.
Phase III: First Draft Land Development Code- Internal	TBD	N/A	ongoing	10/11/2021	TBD
Phase III: City Staff Internal Review	12/3/2021	N/A	ongoing	10/11/2021	TBD
Phase III: First Draft Land Development Code- Public	12/16/2021	N/A	ongoing	10/11/2021	TBD
Phase III: Code Testing	TBD	N/A	ongoing	10/11/2021	TBD
Phase III: 1st Draft Code Workshop	1/25/2022	N/A	ongoing	10/11/2021	TBD
Phase III: Public Presentation	1/25/2022	N/A	ongoing	10/11/2021	TBD
Phase III: Open House	1/25/2022	N/A	ongoing	10/11/2021	TBD
Phase III: Technical Meetings and Stakeholder Meetings	1/31/2022	N/A	ongoing	10/11/2021	TBD
Phase III: Review of Public Comments	3/4/2022	N/A	ongoing	10/11/2021	TBD
Phase III: Code Revisions and Final Draft LDC	4/8/2022	N/A	ongoing	10/11/2021	TBD
Phase III: Presentation of Final Draft LDC	4/28/2022	N/A	ongoing	10/11/2021	TBD
Phase III: Final Document Revisions	5/13/2022	N/A	ongoing	10/11/2021	TBD

**CITY OF NEPTUNE BEACH
DEPARTMENTAL SCORE CARD
(REVISED 10/13/2021)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
PLANNING AND COMMUNITY DEVELOPMENT					
Phase III: Public Hearing Presentation	5/30/2022	N/A	ongoing	10/11/2021	TBD
CRA: Finding of Necessity Research Data Collection and Analysis	August	N/A	N/A	Completed	TBD
CRA: Networking and Outreach	Nov-21	N/A	N/A	10/11/2021	TBD
CRA: Submit Finding of Necessity to DEO and Taxing Authorities	Dec-21	N/A	N/A	10/11/2021	TBD
CRA: Board Meeting	TBD	N/A	N/A	10/11/2021	TBD
CRA: Creation of the CRA Plan and Establishing a CRA Trust Fund	TBD	N/A	N/A	10/11/2021	TBD
Comprehensive Plan 2nd Reading: Adoption	11/1/2021	N/A	2021	10/11/2021	TBD
Annual Florida Redevelopment Association (FRA) Conference: Ft. Myers, FL	10/27-10/29	\$395	N/A	10/11/2021	Oct-21
Phase III: Final Document Revisions	5/13/2022	N/A	ongoing	9/13/2021	TBD
Phase III: Public Hearing Presentation	5/30/2022	N/A	ongoing	9/13/2021	TBD
CRA: Finding of Necessity Research Data Collection and Analysis	August	N/A	N/A	Completed	TBD
CRA: Networking and Outreach	Nov-21	N/A	N/A	9/13/2021	TBD
CRA: Submit Finding of Necessity to DEO and Taxing Authorities	Dec-21	N/A	N/A	9/13/2021	TBD
CRA: Board Meeting	TBD	N/A	N/A	9/13/2021	TBD
CRA: Creation of the CRA Plan and Establishing a CRA Trust Fund	TBD	N/A	N/A	9/13/2021	TBD
540-580 Atlantic Coordination Meetings	9/22/2021	N/A	N/A	9/13/2021	TBD
Comprehensive Plan 2nd Reading: Adoption	TBD	N/A	ongoing	9/13/2021	TBD
Annual Florida Redevelopment Association (FRA) Conference: Ft. Myers, FL	10/27-10/29	\$395	N/A	9/13/2021	Oct-21
National American Planning Association Conference: San Diego, CA	4/30/22 -5/3/22	TBD	N/A	9/13/2021	May-22

**CITY OF NEPTUNE BEACH
DEPARTMENTAL SCORE CARD
(REVISED 10/13/2021)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
POLICE DEPARTMENT					
DOJ JAG grant #2021-JAGD-1741 and DOJ JAG grant #2021- JAGD	Funds from both DOJ Jag Grants should be available soon.	Fifty-seven thousand dollars	2020	Waiting for funds to be available, upon approval of the grant	Equipment upgrades and training equipment will be purchased as needed with approval from the City Manager.
School Safety Liaison Program	The School Safety Liaison Program will start back up at Fletcher Senior High, Neptune Beach Elementary and Beaches Chapel K-12 on August 10th, 2021 school year.	No cost, officers involved are on duty during this program	February 21st, 2017	This program will continue through school year 2021-2022.	On going through school year 2021-2022.
Covid Pandemic	Although many Covid restrictions have been relaxed now, we will continue monitoring Local, State and Federal Governments. The Police Department will continue to take all precautions necessary to keep all City Employees and the public out of harms way and healthy.	Covid-19 testing is the only cost for the Police Department at this time.	February 2020.	All P.D. employees have been offered the vaccine.	On Going
Capital Improvements	One police vehicles which was approved in the Capital Improvements Budget has been ordered.	Funds provided from the Capital Improvements account.	Mid-August 2021, the Police Department started working on the 2021-2022 Budget with the City Manager.	The vehicle has been ordered and should arrive this Spring.	The vehicle should be in service this Spring.
The Police Department has received a Service Station Dog from K-9s For Warriors.	Service Animals have been proven to relive stress and raise moral within the Law Enforcement Community.	There is no impact to the Department's Budget for the cost of the dog. The Agency will be responsible for food and grooming costs.	Winter, 2020	The Service Dog (on loan from K-9s For Warriors) has become a welcome member of the agency.	On going
Outreach Programs 2021/2022	I am happy to report that our Outreach Programs are back up and running to include the No Empty Stocking Program, Fall Festival, Chief's Walk, Food Drive, Movies With The Mayor, 90th Anniversary, Christmas in the Park, Lighting of the Christmas Tree in Town Center, First Street Annual Christmas Parade and Santa's Ride Through the City.	Some of the funds needed have already been donated by businesses and residents of Neptune Beach. The Special Events will have some impact on the PDs overtime budget.	Fall and Winter 2021.	With the Covid-19 restrictions lifted we are now moving forward with our outreach events planned for fall and Winter.	On going.
2021 Ocean Rescue Season	Ocean Rescue has moved to the fall schedule of coverage on Friday, Saturday and Sunday, weather permitting	Ocean Rescue is a year to year budgeted account	Lifeguard Captain Rich Banks has started the fall schedule.	Beach coverage starts in March and ends in October for the 2021 season.	October 2021.
Atlantic Hurricane Season 2021	In the past five years, three hurricanes have had a great impact to the City of Neptune Beach.	Unknown	June 1st 2021 the first day f the Atlantic Hurricane Season.	We will be closely watching the Atlantic Hurricane Season this summer and fall. We will take the necessary steps and precautions as needed.	Unknown
Police Department Budget 2021/2022	The 2021/2022 Police Department Budget is complete and approved by the Council.	Unknown	The final vote of the budget was at the September 27th, Council Meeting.	The PD is moving forward with Capital Improvements.	September 30st. 2022
Traffic Enforcement Initiative.	After receiving several complaints of vehicles running the red light at the intersection of Florida Blvd. and Penman Rd. An enforcement plan was put into affect.	No impact to the PD budget. Officers are on duty.	October 1st 2021	Over one hundred seventy-five citations have been issued to date. Enforcement will continue for several weeks.	On Going
School Zone Crossing Guards and Traffic Control	School Zone Crossing Guards started August 10th.	Crossing Guards are budgeted yearly	August 10th, 2021	Crossing Guards have been hired for 1515 Florida Blvd, 1500 Forest Av and the intersection of Florida Blvd and Penman Rd.	End of school year 2021/2022.

**CITY OF NEPTUNE BEACH
DEPARTMENTAL SCORE CARD
(REVISED 10/13/2021)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
PUBLIC SERVICES DEPARTMENT					
WATER PLANT					
City-Wide Water Meter Replacement	12 Water meters replaced in September 2021	N/A	N/A	On going	On going
Backflows inspected	40 inspected	N/A	On going	On going	Work performed in September 2021
City lifstations checked/inspected	425 inspected	N/A	On going	On going	Work performed in September 2021
Fats, Oils, and Grease (FOG) inspections	21 inspected	N/A	On going	On going	Work performed in September 2021
Sampling events	Monthly bacteria logical twice a month.	N/A	N/A	On going	Work performed in September 2021
Miscellaneous	Called Alex Limbaugh for well # 3 Bay St to repair bad starter in the panel- still waiting on parts. Also transducer breaker @ Water Tower needs to be replaced- waiting on parts. 8/11/21- Buehler installed new AC compressor to Water Plant. 8/17-8/18- Oceanwood Lift station pump #2 replaced motor. 8/23-8/24- Summer Sands Lifstation was down since 2am- installed new relays, alternators, float balls. 8/24- working on stormwater pump for the sewer plant. 9/13- cleaned out east aerator & pressure washed 9/14- Shane with DEP came out to perform a sanitary survey on water treatment plant & wells. Well #1- chipped and scrapped (prep work) for painting the well. 9/19-9/23- All lift stations surcharged from heavy rains. Monitored Lighty Lane lift station 24/7 due to heavy rains and infiltration. 9/23- worked with Allstate Electric pulling new wire for the new tennis court panel box at Jarboe Park.	N/A	On going	Ongoing	Work performed in September 2021
Water Treatment Plant checks and reads for wells and pumps & chlorine	This is done daily and twice on the weekends	N/A	N/A	Ongoing	Work performed in September 2021
Gallons of water produced	22,537,000	N/A	N/A	N/A	Work performed in September 2021
WASTE WATER TREATMENT PLANT					
Replacement of Clarifier #1 Drive/Motor	Received	\$63,456.53	01/01/21	Equipment Received - Scheduling installation after toxicity testing after July 1, 2021.	Done 10/9/21
Operator Status - Brock Askew	Brock has completed Course Work and will be scheduling take FDEP Class B license.	\$102.00	N/A	N/A	In Process
Equipment needs to be Repaired and status tracked	Developed a Plan of Action and Milestones Project Tracking Form	N/A	On going	N/A	Being populated
CDM Smith - Rick Newberg Operations Specialist	Temporarily filling in as Chief/lead operator started Monday May 10, 2021	N/A	05/10/21	6/24/21 completed is tour	Helping Trouble Shoot Process, Providing Compliance with Class A license
Sludge press building	ordered new pump with controls	\$30,000.00	07/21	On Going	On Going
Plant equipment	ordered new pumps and controls for scum station	\$50,000.00	07/21	On Going	On Going
Intermediate Station	Replacing two motors, not the correct ones	\$4,500.00	07/21	On Going	On Going

**CITY OF NEPTUNE BEACH
DEPARTMENTAL SCORE CARD
(REVISED 10/13/2021)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
WASTE WATER TREATMENT PLANT					
EFF Station	ordered new in-closer for instrumentation	\$3,500.00	07/21	On Going	On Going
Plant probes	Ordered new probes for DO,PH and assembly	\$9,100.00	07/21	On Going	On Going
Inplant Reuse	ordered new drives and controls for reuse station	\$18,000.00	09/21	On Going	On Going
Waste Water over flow	due to old and faulty equipment that has been broken since 4/7/2014 and a faulty pump is what caused the over flow	N/A	N/A	N/A	09/22/2021 clean up was started on that day and finished and DEP was informed
Plant equipment	#1 clarifier drive went out of service, gear broke	N/A	N/A	N/A	09/30/2021 The gear drive was replaced
Gallons of in fluent treated	33.669 MGD Total , 1.075 AVG MGD , MAX MGD 1.784	N/A	N/A	N/A	Work performed in September 2021
COLLECTIONS/DISTRIBUTIONS					
Water Break Repair	5	N/A	N/A	N/A	Work performed in September 2021
Water Service Installation	4	N/A	N/A	N/A	Work performed in September 2021
Water Main Installation	0	N/A	N/A	N/A	Work performed in September 2021
Fire Hydrant flush	8	N/A	N/A	N/A	Work performed in September 2021
Fire Hydrant Repair	1	N/A	N/A	N/A	Work performed in September 2021
Fire Hydrant Replacement	0	N/A	N/A	N/A	Work performed in September 2021
Sewer Pipe cleaning	3600'	N/A	N/A	N/A	Work performed in September 2021
Sewer Pipe point repair	5	N/A	N/A	N/A	Work performed in September 2021
Sewer Pipe Installation	85'	N/A	N/A	N/A	Work performed in September 2021
Manholes Inspected	70	N/A	N/A	N/A	Work performed in September 2021
Manholes Repaired	9	N/A	N/A	N/A	Work performed in September 2021
Manholes Replaced	0	N/A	N/A	N/A	Work performed in September 2021
Utility Locate Response	83	N/A	N/A	N/A	Work performed in September 2021

**CITY OF NEPTUNE BEACH
DEPARTMENTAL SCORE CARD
(REVISED 10/13/2021)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
COLLECTIONS/DISTRIBUTIONS					
Miscellaneous	Continued daily cleaning and monitoring manhole at Strickland Rd for clogs and more road deterioration. Installed sewer service and cleanout with RT box for 1229 Forest Oaks Dr. Began work on Equalization tank divert to head works project at WWTP. Installed structure and built inverts, installed 8" pipe to existing manhole near drying bed, re-connected existing line from drying bed to manhole. Repaired broken 3/4" poly service at 215 Midway. Continued cleanup of sewer spills at manhole near Hopkins Creek, built berm to contain leaked sewage and used VACCON to remove water and spread lime to help with smells. Took VACCON to 400blk of Myra St to remove standing water in driveways, sidewalks and roadway. Made 6 trips to remove all water. Dug three pits for exercise equipment at park, stacked dirt and used some for leveling out low spots around pits. Completed WWTP project, Equal. to Headworks Divert. Helped WWTP to retrieve samples from creek, and dropped off at AEL labs. Helped WWTP wash down of Clarifier tank #1, and Digester tank. Used boom truck to remove trash pile at park.	N/A	N/A	COMPLETED	Work performed in September 2021
STORM WATER DEPARTMENT					
Illicit Discharge/Illegal Dumping Investigations (No.):	N/A	N/A	N/A	N/A	N/A
Street Sweeping (Miles):	23.7	N/A	Ongoing	Ongoing	Work performed in September 2021
Pipe Inspections (No.):	N/A	N/A	N/A	N/A	N/A
Pipe Repairs (No.):	N/A	N/A	N/A	N/A	work perform in September 2021
Pipe Cleaning (LF):	N/A	N/A	N/A	N/A	N/A
Catch Basins checked (No.):	1,200	N/A	Ongoing	Ongoing	Work performed in September 2021
Catch Basins cleaned (No.):	991	N/A	Ongoing	Ongoing	Work performed in September 2021
Ditch Inspections (No.):	2	N/A	Ongoing	Ongoing	Work performed in September 2021
Ditch Maintenance\Mowing (LF):	14,575LF	N/A	Ongoing	Ongoing	Work performed in September 2021
Pond Inspection (No.):	2	N/A	Ongoing	Ongoing	Work performed in September 2021
Pond Maintenance (No.):	1	N/A	N/A	N/A	Work performed in September 2021
STREETS DEPARTMENT					
Mow City rights-of-way (No. of Cycles)	21	N/A	Ongoing	Ongoing	Work performed in September 2021
Repair/ Replace Signage (No.)	5	N/A	Ongoing	Ongoing	Work performed in September 2021
Collect Refuse from parks, beach, Towncenter (No. of Cycles)	N/A	N/A	Ongoing	Ongoing	Work performed in September 2021

**CITY OF NEPTUNE BEACH
DEPARTMENTAL SCORE CARD
(REVISED 10/13/2021)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
STREETS DEPARTMENT					
Repair Sidewalk (LF)	N/A	N/A	Ongoing	Ongoing	Work performed in September 2021
Trees trimmed or removed (No.)	8	N/A	Ongoing	Ongoing	Work performed in September 2021
Paving (LF)	294 sq ft	N/A	Ongoing	Ongoing	Work performed in September 2021
Pothole Repair (No.)	N/A	N/A	Ongoing	Ongoing	Work performed in September 2021
Driveway Repairs (No.)	N/A	N/A	Ongoing	Ongoing	Work performed in September 2021
Curb Repairs (LF)	N/A	N/A	N/A	N/A	Work performed in September 2021
Herbicide Application (No.)	3	N/A	N/A	N/A	Work performed in September 2021
Weekend Garbage Collection	Weekend garbage collection throughout the city of Towncenter, beach accesses & dune crossovers	N/A	4/17/2021	Ongoing	Work performed in September 2021
Miscellaneous	Picked up trash/yard debris throughout entire city with claw truck. Trimmed ROW areas throughout city to make visible for pedestrians and traffic visibility. Road graded on Kings Circle next to Brewhounds. Repaired yield to pedestrian sign in center of road on Forest Ave. Removed litter, debris & weed eat grass from ICW bridges to the Mayport flyover. Removed 3 dead palm trees on First St & filled holes in with dirt. Installed 2 yield to pedestrian signs and lineators at 4th St/ Florida Blvd.	N/A	N/A	Completed	Work performed in September 2021
Concrete Pours at Jarboe Park	Pouring sidewalks/paths in multiple locations throughout Jarboe Park.	\$54,519.02	3/9/2021	Ongoing	Work performed in September 2021
SENIOR ACTIVITY CENTER					
ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
CENTER CLOSED UNTIL FURTHER NOTICE	COVID-19	(\$30,000+)	3/13/2020	CLOSED	ANTICIPATE REOPENING January 2022
Rebuild the Senior Activity Center Fundraiser	Goal set @ \$100K-reached 292%	\$650,000+	20-Jun	ON-GOING	YTD \$292K
Phone calls, emails, and social media outreach to senior population, home visits	Well checks and stay in touch	NA	NA	ON-GOING	Ongoing
Building porch, parking lot, storm water runoff, landscaping	In design process	\$75,000.00	7/1/2021	in process	01-12-21
90th Anniversary Celebration	In Process	\$3,000	Nov. 2021	ON-GOING	Nov-21
Research for quotes on furnishings	on-going	\$90,000	7/1/2021	In progress	Dec-21
Planning, Scheduling, and Conducting Senior Interests	ON HOLD	\$44,895.00	current	on-going	N/A
Neighborhood Meetings with HLM	Developing	0	7/1/2021	On-GOING	Dec-21
Travel Club-FUNDRAISER	2021 plans developing- Panama Canal Cruise; Kenya; National Parks	0	March 2022; October 2021	On-GOING	NA
Marquis Latimer & Halbeck selected	Engineering/Architecture Landscaping, Parking Lot &, Porch	\$35,000	5/5/2021	in process	Dec-21
Site Meetings with MLH	on-going	0	7/6/2021	On-GOING	Dec-21

**CITY OF NEPTUNE BEACH
DEPARTMENTAL SCORE CARD
(REVISED 10/13/2021)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
SENIOR ACTIVITY CENTER					
Christmas in the Park	Planning in process	To be determined	9/1/2021	Planning	3-Dec-21
MOBILITY MANAGEMENT					
MMD to complete the Certified Parking Professional course and exam.	Studying for practice exam.	\$700	5/1/2021	9/14/2021	Goal: 05/01/2022
Educational campaign to reach Beaches Town Center businesses.	MMD is meeting virtually and in-person with businesses to get them set up employee parking.	TBD	5/1/2021	9/14/2021	Goal: 12/01/2021
2021 public outreach campaign for parking program.	MMD is building a portfolio of digital and print materials for cohesive public education.	TBD	5/1/2021	9/14/2021	Goal: 12/31/2021
Courtyard Lot Paid Parking Full Implementation	Agreement executed 08/21. Software / app programming is ready to roll out. Waiting on updated signs to be received from production. Ambassadors have added the Courtyard to their route.	Startup costs will be printing of 7 signs. Program will be revenue-generating.	6/1/2021	9/14/2021	Goal: ASAP
Full set of SOPs completed for Mobility Dept.	Drafting	None	8/1/2021	9/14/2021	Goal: 10/31/2021
INFORMATION TECHNOLOGY					
Updating the backup infrastructure	In progress	N/A	10/11/2021	10/11/2021	In Process
Microsoft Office 365 Volume Licensing	In progress	N/A	10/7/2021	10/11/2021	In Process
Restoration of missing budget files	In progress	N/A	10/5/2021	10/11/2021	In progress
Creating documents according to the CM and the interim CFO's instructions	In progress	N/A	10/5/2021	10/11/2021	In progress
NACHA file conversion	Rebecca Reynolds from Chase Bank said: "we will be able to migrate the City to our JPMorgan Access platform, which will allow your team to process the ACH files from Tyler"				In Progress
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				In Progress
Tyler Technologies Incode Financial Implementation	We've been working on the Tyler Incode 10 test environment				In Progress
Tyler Technologies Implementation	Meetings are scheduled for the next couple of weeks				In Progress
Tyler payroll solution design	We are having current future state analysis meetings				In Progress
Tyler Financial Data Conversion Verification	Meetings				In Progress
Submitted by the City Manager on October 18, 2021					

Fire Marshal Report

Fire Marshal Report - September 2021						
Building Plan Review						
9/1/2021	959	1147 King Rd	Screen Room			0.5
9/7/2021	894	2022 Marye Brant Loop S	286 Addition convert porch into extended family room			1.5
9/22/2021	1015	527 Florida Blvd	Window Replacement			0.5
9/22/2021	997	235 Florida Blvd	Pool			1
9/29/2021	1051	830 Hagler Dr	Door			0.5
9/29/2021	1034	2041 Marye Brant Loop Ln.	Screen Enclosure over existing pool			0.5
9/9/2021	991	1825 Pelecon Ct	Sliding Door			0.5
9/9/2021	992	211 Myra	Windows			0.50
9/9/2021	993	1501 Third St	Windows			0.50
9/7/2021	984	221 Bowles	New House			2.00
						8.00
				Total Hr.@	40.00	320.00
		Universal's rate		\$78.50	8	628.00
		Savings for the City				308.00

Fire Marshal Report - September 2021				
Fire Plan Review				
9/22/2021		407 Third St	Remove & Replace Cracked Stucco /2nd story	50.00
			Total	50.00

Fire Marshal Report - September 2021				
Development Plan Review				

Fire Marshal Report - September 2021				
New Construction Reinspections				

Fire Marshal Report - September 2021				
Floodplain Related				

Elevation Certificate	

Spent several days setting up Fire Inspection Billing for 2021/22 Business License
Started scanning of old building files

Building Activity Report

Building Activity October 1, 2020 to September 30, 2021						
Month	# of Permits Issued	Plan Review	Inspections Completed	Cash Receipts	Tree Removal Permits	Valuation of Work Done
Oct-20	84	58	151	\$13,016.40	6	\$2,168,231
Nov-20	92	66	91	\$12,601.91	4	\$1,973,657
Dec-20	98	64	115	\$12,967.22	3	\$1,192,593
Jan-21	97	52	112	\$16,389.85	9	\$1,400,891
Feb-21	112	95	139	\$22,409.82	11	\$2,442,996
Mar-21	148	95	199	\$19,042.59	10	\$2,598,077
Apr-21	121	66	181	\$16,500.07	6	\$1,276,435
May-21	136	72	200	\$21,496.35	15	\$2,097,499
Jun-21	115	87	116	\$18,324.92	10	\$1,425,360
Jul-21	79	59	133	\$14,807.19	3	\$1,398,807
Aug-21	103	88	151	\$41,210.26	3	\$10,317,496
Sep-21	93	84	132	\$26,720.21	5	\$2,383,780
Totals	1278	886	1720	\$235,486.79	85	\$30,675,822

Building Activity October 1, 2019 to September 30, 2020						
Month	# of Permits Issued	Plan Review	Inspections Completed	Cash Receipts	Tree Removal Permits	Valuation of Work Done
Oct-19	109	72	154	\$18,140.88	8	\$2,635,167
Nov-19	104	42	137	\$17,620.03	10	\$789,285
Dec-19	75	48	125	\$16,678.57	3	\$2,525,584
Jan-20	119	86	167	\$20,808.16	8	\$2,156,052
Feb-20	108	78	155	\$25,276.96	11	\$1,069,889
Mar-20	111	63	171	\$18,273.82	10	\$1,120,506
Apr-20	89	56	141	\$9,830.49	16	\$714,249
May-20	93	42	141	\$12,256.98	7	\$1,151,998
Jun-20	120	95	131	\$13,684.31	13	\$1,862,633
Jul-20	122	110	139	\$17,946.49	13	\$953,545
Aug-20	86	62	111	\$10,139.38	9	\$678,797
Sep-20	109	79	115	\$14,504.56	14	\$1,243,987
Totals	1245	833	1687	\$195,160.63	122	\$16,901,692
Difference	33	53	33	\$40,326.16	-37	\$13,774,130



**Workshop Agenda Item # 6A
Proposed Ordinance
Dogs on the Beach**

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

AGENDA ITEM:	Workshop Item # 6A – Proposed Ordinance – Eliminating Time Restrictions Regarding Dogs on the Beach
SUBMITTED BY:	Animal Control Officer Denine Zagari
DATE:	October 13, 2021
BACKGROUND:	<p>With Atlantic Beach and Neptune beach sharing a border it becomes confusing to visitors knowing the boundary lines and knowing they have crossed into a new jurisdiction with different ordinances.</p> <p>The proposal would be to eliminate the time restraints on the beach and mirror the City of Atlantic Beaches ordinance. This would allow our citizens and public to come to our beach year-round with their dogs.</p>
BUDGET:	N/A
RECOMMENDATION:	Consider Moving the Proposed Ordinance to First Read on November 1, 2021
ATTACHMENT:	Proposed Ordinance, Dogs on the Beach



NEPTUNE BEACH POLICE

★ HONOR
★ INTEGRITY
★ EXCELLENCE

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

TO: Commander Snyder, City Council, City Manager and Chief Pike

FROM: Denine Zagari, Animal Control/Service Officer

RE: Eliminating the time restrictions on the beach

I would like to propose the following change to the ordinance regarding dogs on the beach time restrictions.

My proposal would be to eliminate the time restraints on the beach and mirror the City of Atlantic Beaches ordinance. This would allow our citizens and public to come to our beach year-round with their dogs.

With Atlantic Beach and Neptune beach sharing a border it becomes confusing to visitors knowing the boundary lines and knowing they have crossed into a new jurisdiction with different ordinances.

There are no clear markers indicating they have crossed into another beach. Most of our violators are time restriction violators who are given a verbal warning advising them, they have crossed over into Neptune Beach from Atlantic Beach.

With changing this ordinance this would not change the patrolling on the beach it would just eliminate the confusion of time restraints on a public beach.

Neptune Beach would further become known as a dog friendly beach just like Atlantic Beach.

Citations would still be issued for off leash violations and defecation removal violators.

Thank you for considering this change.

AUG 2'21 RCVD

Changes are in red and underlined

Sec. 6-31. - Dogs on the beach.

(a) Dogs are permissible on the Atlantic Ocean Beach adjacent to the city during the following time periods:

(1) At any hour from October 1st through March 31st and

(2) During the hours of 5:00 p.m. through 9:00 a.m., from April 1st through September 30th.

year round (365 days).

(b) In addition to the above provisions, all owners, custodians and/or persons responsible for and in control of any dog(s) on the beach must comply with following:

(1) Each such dog must be fastened to a suitable leash of dependable strength not to exceed twelve (12) feet in length and the leash must be held or controlled by that person at all times.

Electric collars, E collars or Remote Collars are no allowed there must be a physical leash always attached to your dog and held by a person.

(2) Any person having a dog on the beach during the above-enumerated hours must carry with and on such person suitable materials and utensils with which to remove from the beach any fecal matter deposited by such dog and must remove any fecal matter immediately upon its deposit by the dog under the person's supervision and control.

(3) Each such dog must have affixed to its collar a current rabies inoculation tag evidencing the dog has been properly inoculated against rabies within the past year. The civil penalties for violation of this chapter shall be those set forth in [section 6-5](#).

(4) If dog and the person responsible for such dog's presence on the beach are in the Atlantic Ocean together, the dog shall be allowed to swim unleashed and then immediately put back on the leash before returning to the beach. This does not include walking the dog in the water.

(5) Any person spending more than 30 minutes on the beach must be able to provide potable water for their dog and must have a way to provide shade for their dog.

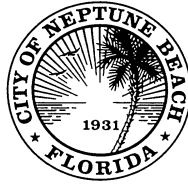
(b) The civil penalties for violation of this chapter shall be those set forth in [section 6-5](#)

(Ord. No. 1998-01, § 1, 4-6-98; Ord. No. 2005-15, § 3, 9-12-05; Ord. No. 2005-23, § 1, 12-5-05; Ord. No. [2017-01](#), 2-6-17; Ord. No. [2017-21](#), § 1, 10-2-17; [Ord. No. 2019-05](#), § 1, 6-3-19)

Editor's note— Ord. No. 2005-15, § 2, adopted Sept. 12, 2005, deleted former [§ 6-31](#), which pertained to registration and licensing requirements and derived from Ord. No. 1998-01, § 1,

adopted Apr. 6, 1998 and Ord. No. 2005-09, § 5, adopted May 2, 2005. Former §§ [6-32](#) and [6-33](#) have been renumbered as §§ [6-31](#) and [6-32](#).

INTRODUCED BY:



ORDINANCE NO. 2021-___

A BILL TO BE ENTITLED

AN ORDINANCE AMENDING SECTION 6-31 REGARDING DOGS ON THE BEACH TO ESTABLISH CONSISTENCY WITH ATLANTIC BEACH; CLARIFYING LEASH REQUIREMENTS; REQUIRING CERTAIN PROTECTIONS FOR DOGS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 6-31 of the Code of Ordinances of the City of Neptune Beach, the City regulates the presence of dogs on the Atlantic Ocean Beach adjacent to the City; and

WHEREAS, the City restricts time periods during which dogs are permissible on the Atlantic Ocean Beach; and

WHEREAS, the City of Atlantic Beach does not currently restrict the time periods during which dogs are permissible on the Atlantic Ocean Beach; and

WHEREAS, the City's Animal Control/Service Officer has observed confusion on the part of persons walking dogs across the city limits between the City and the City of Atlantic Beach who are unaware of the differences between the respective Codes of Ordinances; and

WHEREAS, elimination of time restrictions on the presence of dogs on the Atlantic Ocean Beach will eliminate such confusion, assist the Animal Control/Service Officer in the performance of their duties, and provide for a more predictable regulatory scheme regarding the matter; and

WHEREAS, the City's Animal Control/Service Officer has also observed that dogs brought to the Atlantic Ocean Beach are frequently not provided with a means of potable water or shade, potentially causing harm to the animals; and

WHEREAS, the City desires to establish provisions to protect the health, safety and welfare of such animals by instituting certain requirements for dogs to be brought to the beach for a significant period of time; and

WHEREAS, the City's Animal Control/Service Officer has also observed the use of electric collars and remote collars on dogs brought to the Atlantic Ocean Beach; and

WHEREAS, such devices provide insufficient control of dogs to protect members of the public enjoying the Atlantic Ocean Beach; 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 OF THE CITY OF NEPTUNE BEACH, FLORIDA, THAT:

Section 1. Amending Section 6-31 of the City of Neptune Beach Code of Ordinances. Section 6-31 of the City of Neptune Beach Code of Ordinances is hereby amended to read as follows:

(a) Dogs are permissible on the Atlantic Ocean Beach adjacent to the city year-round. ~~during the following time periods:~~

~~(1) At any hour from October 1st through March 31st; and~~

~~(2) During the hours of 5:00 p.m. through 9:00 a.m., from April 1st through September 30th.~~

(b) In addition to the above provisions, all owners, custodians and/or persons responsible for and in control of any dog(s) on the beach must comply with following:

(1) Each such dog must be fastened to a suitable leash of dependable strength not to exceed twelve (12) feet in length and the leash must be held or controlled by that person at all times. Electric collars, remote collars, or other non-physically connected collars or leashes do not comply with this requirement. The person must control a leash physically connected to the dog.

(2) Any person having a dog on the beach ~~during the above enumerated hours~~ must carry with and on such person suitable materials and utensils with which to remove from the beach any fecal matter deposited by such dog and must remove any fecal matter immediately upon its deposit by the dog under the person's supervision and control.

(3) Each such dog must have affixed to its collar a current rabies inoculation tag evidencing the dog has been properly inoculated against rabies within the past year. ~~The civil penalties for violation of this chapter shall be those set forth in section 6-5.~~

(4) If dog and the person responsible for such dog's presence on the beach are in the Atlantic Ocean together, the dog shall be allowed to swim unleashed and then immediately put back on the leash before returning to the beach. This does not include walking the dog in the water.

(5) Any person spending more than 30 minutes on the beach must provide a source of potable water and shade to the dog.

(c) The civil penalties for violation of this chapter shall be those set forth in section 6-5.

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 Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Lauren Key

Passed on First Reading this _____ day of _____, 2021.

VOTE RESULTS OF SECOND AND FINAL READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Lauren Key

Passed on Second and Final Reading this _____ day of _____, 2021.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC, City Clerk

Approved as to form and
correctness:

Zachary Roth, City Attorney