



MINUTES
SPECIAL CITY COUNCIL MEETING
MONDAY, JULY 19, 2021, 6:00 P.M.
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266

Pursuant to proper notice, a Special City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, July 19, 2021, at 6:00 p.m., at Neptune Beach City Hall, 116 First Street, Neptune Beach, Florida 32266.

Attendance:**IN ATTENDANCE:**

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

STAFF:

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

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

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

APPROVAL OF MINUTES

Minutes

Made by Jones, seconded by Chin.

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

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

Roll Call Vote:

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

MOTION CARRIED

CITY MANAGER REPORT

**City Manager
 Report**

City Manager Stefen Wynn reported the following:

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

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

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

CDB 21-02, 310
Third Street

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

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

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

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

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

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

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

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

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

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

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

Made by Jones, seconded by Chin.

MOTION:

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

Roll Call Vote:

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

Noes: 0

MOTION CARRIED

Award of CONB
2021-03, FI Blvd
Culvert
Replacement

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

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

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

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

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

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

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

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

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

Made by Chin, seconded by Jones.

MOTION:

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

Roll Call Vote:

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

Noes: 0

MOTION CARRIED

Adjournment

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


Elaine Brown, Mayor

Attest:


Catherine Ponson, CMC
City Clerk

Approved: _____

8-2-2021

