



City of Neptune Beach, 116 1st St., Neptune Beach, FL. 32266
www.ci.neptune-beach.fl.us ; CM@nbfl.us

March Madness

Stefen Wynn, *M.P.A.*
City Manager

The picture atop this page represents over 75 years of municipal management and code experience. This is a piece of the team of staff members and Residents that have been combing through the Land Development Code rewrite. I've tasked the team with marrying the LDC to the feedback that we received from Residents during the Vision and Comprehensive planning process.

We have interviews scheduled the first couple weeks of March for the (9) available positions within the City. Three of the interviews scheduled the week of 3/7 are for CFO and two are for the Staff Accountant. We're continuing to hire through multiple websites and recruiting firms.

Construction continues to progress at the Florida Boulevard Stormwater Culvert replacement project. The Florida Boulevard Stormwater Culvert Replacement Project is scheduled to be completed by June 1, 2022. I've submitted a request for reimbursement from AT&T for the delays in construction caused by delayed response to relocating utilities in the construction area.

Jarboe Park is nearing completion of Phase 1 and is ready for the 3/19 Movies with the Mayor. Staff anticipates the final concrete pour to be completed on 3/16!

The Auditors will be onsite beginning next week, and Staff have already begun to prepare for their arrival.

March is usually a busy time for staff, and we appreciate your patience!

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Slider's Soft Re-Opening

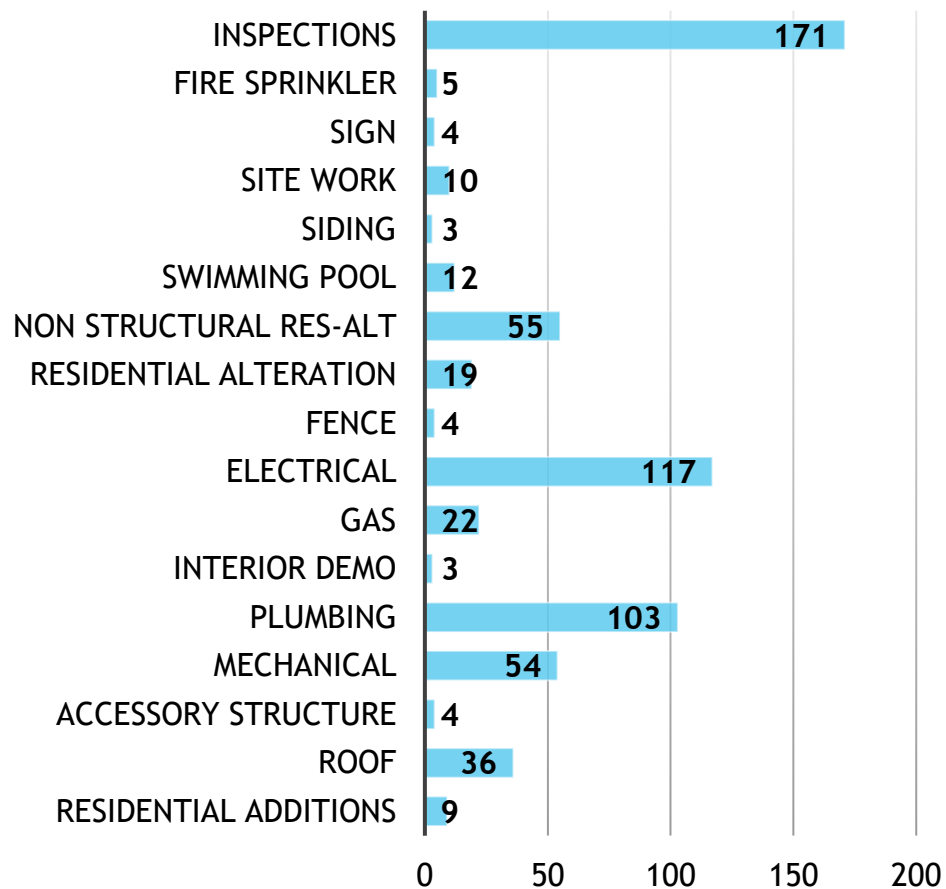


Community Development Department

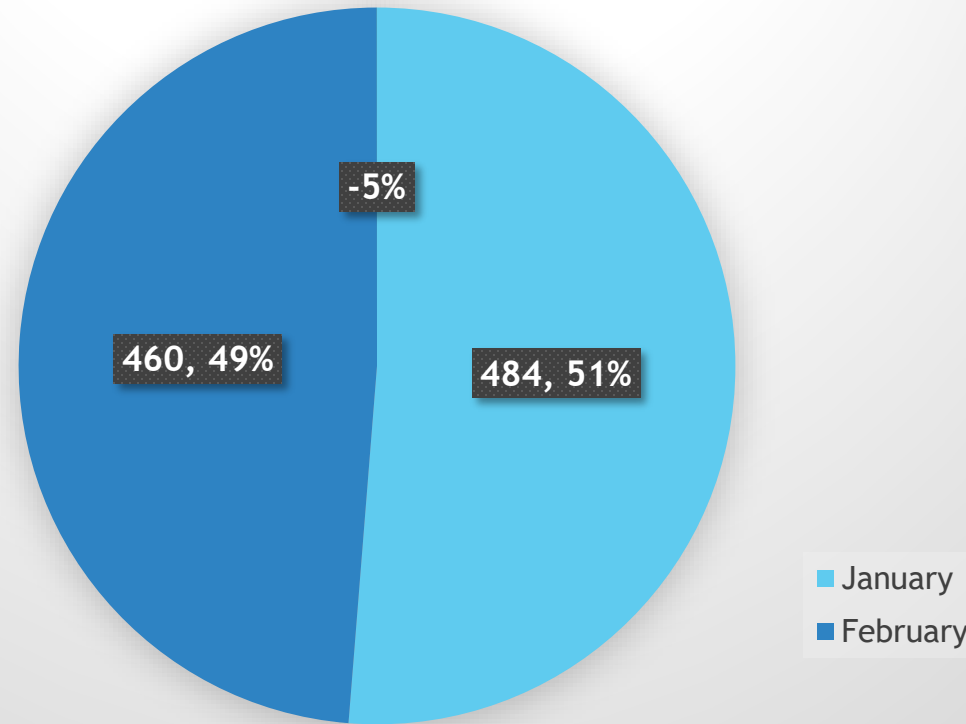
February Report

February Building Permit Reviews

Multiple inspections show an upward trend in ensuring Florida Building Code Regulations are met and projects are being appropriately closed out. Additionally, the rise in non-structural residential alteration permits, roofing, and residential alterations show a trend that small redevelopment and updating of existing structures is happening within the city.

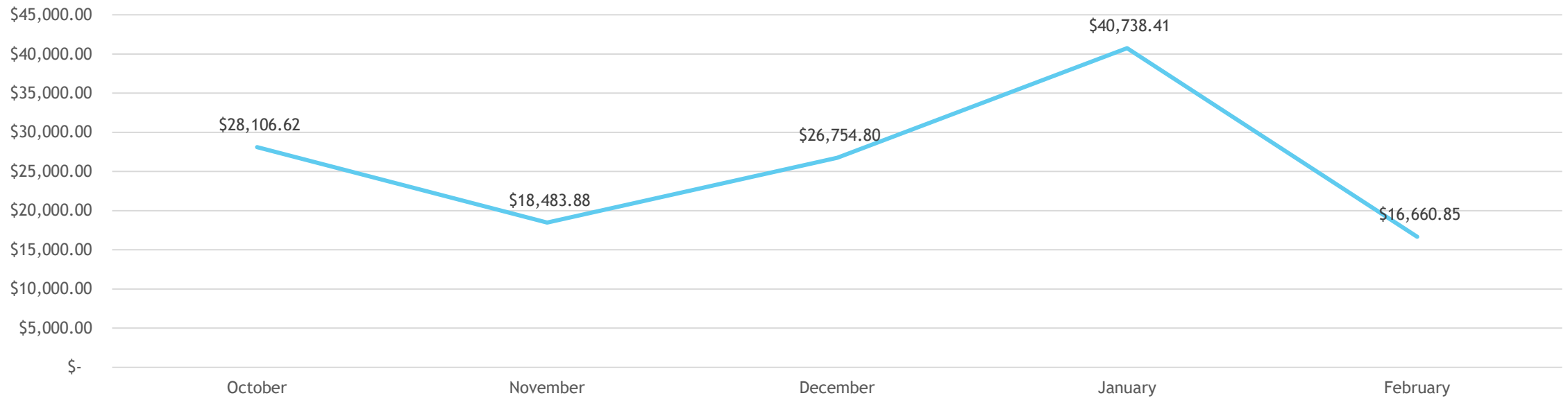


Percent Change in Permit Review



Building Permit Monthly Comparison

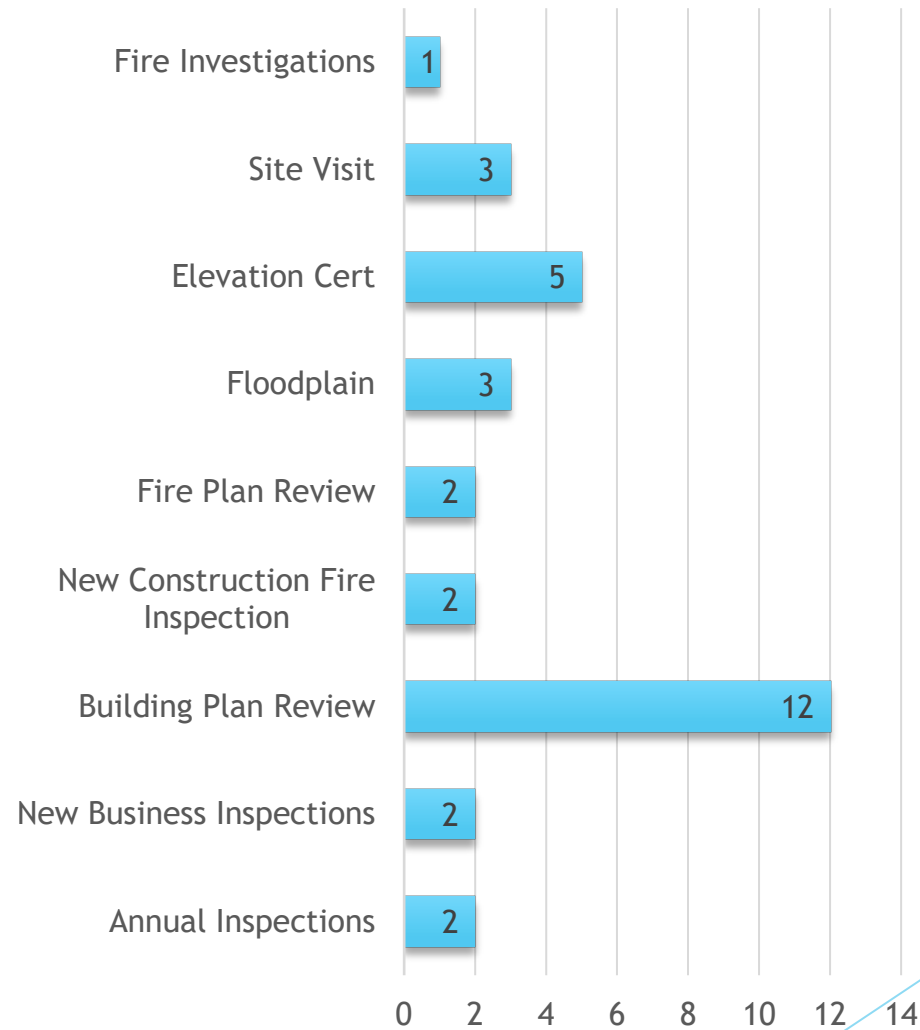
Building Permit Fees



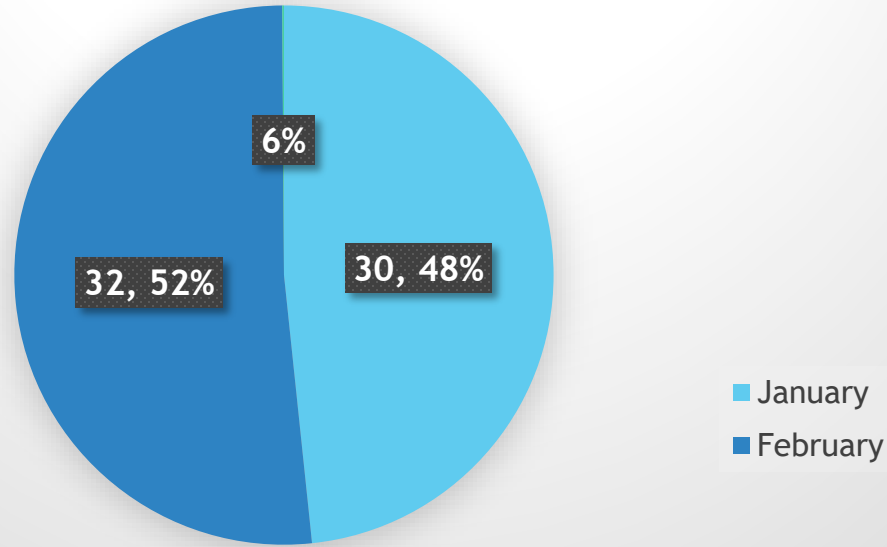
Building Permit Incoming Fees

Our Fire Marshal remains diligent in ensuring Fire Codes are being met for new and existing construction. He has additionally started looking at floodplain issues and requiring elevation certificates as necessary in areas affected by the FEMA/FIRM map.

February Fire Reviews

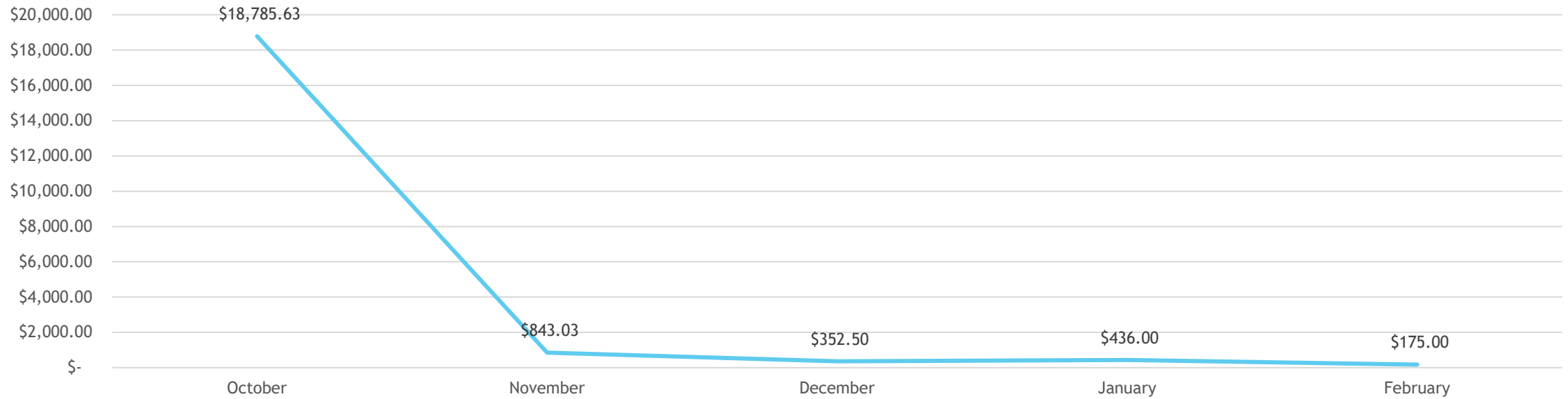


Percent Change in Permit Review



Fire Permits Monthly Comparison

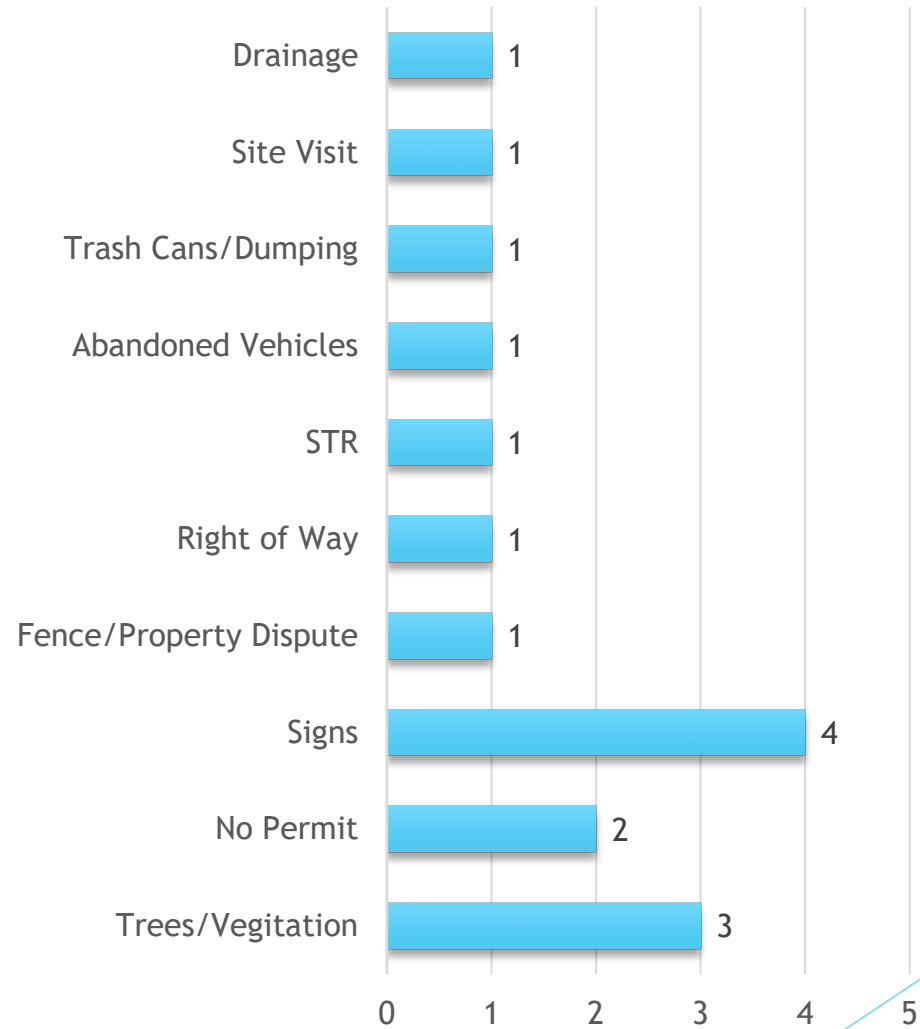
Fire Permit Fees



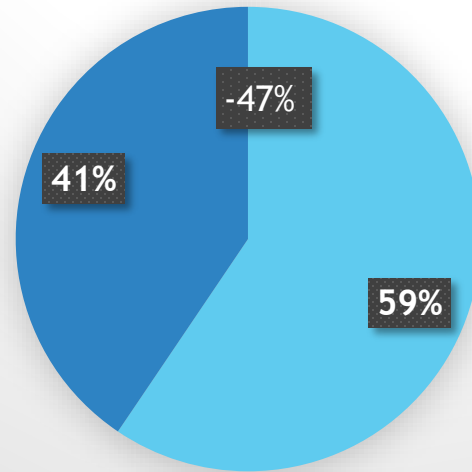
Fire Permit Incoming Fees

Our Code Enforcement Officer has seen a rise in snipe signs along the city's rights-of-way. Additionally, he has been dealing with numerous questions regarding trees and/or vegetation that relates to property damage and line of sight.

Code Enforcement Issues



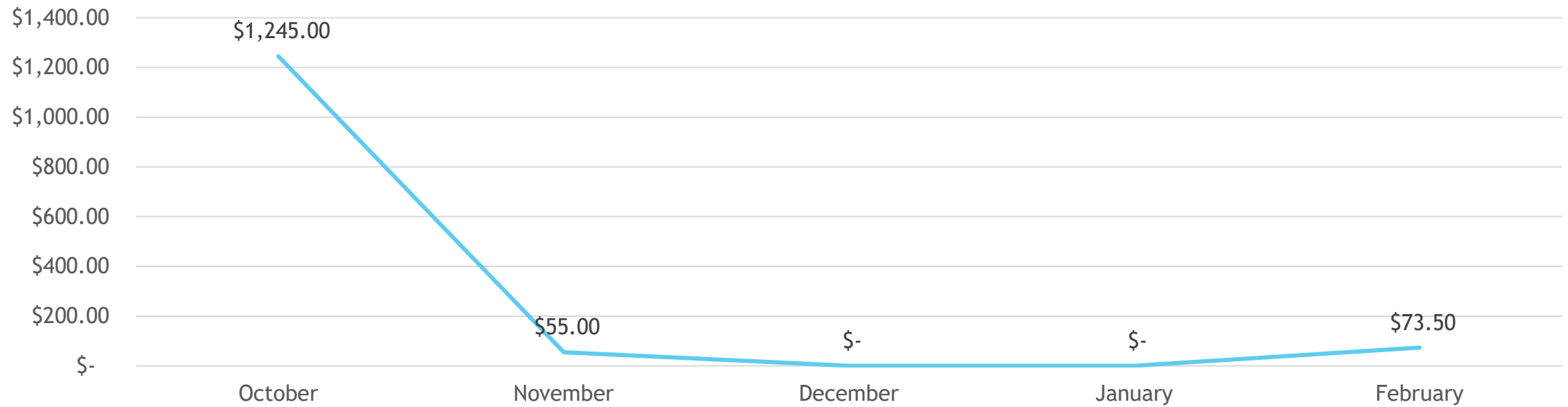
Percent Change in Code Enforcement Reports



■ January
■ February

Code Enforcement Monthly Comparison

Code Enforcement Violation Payments

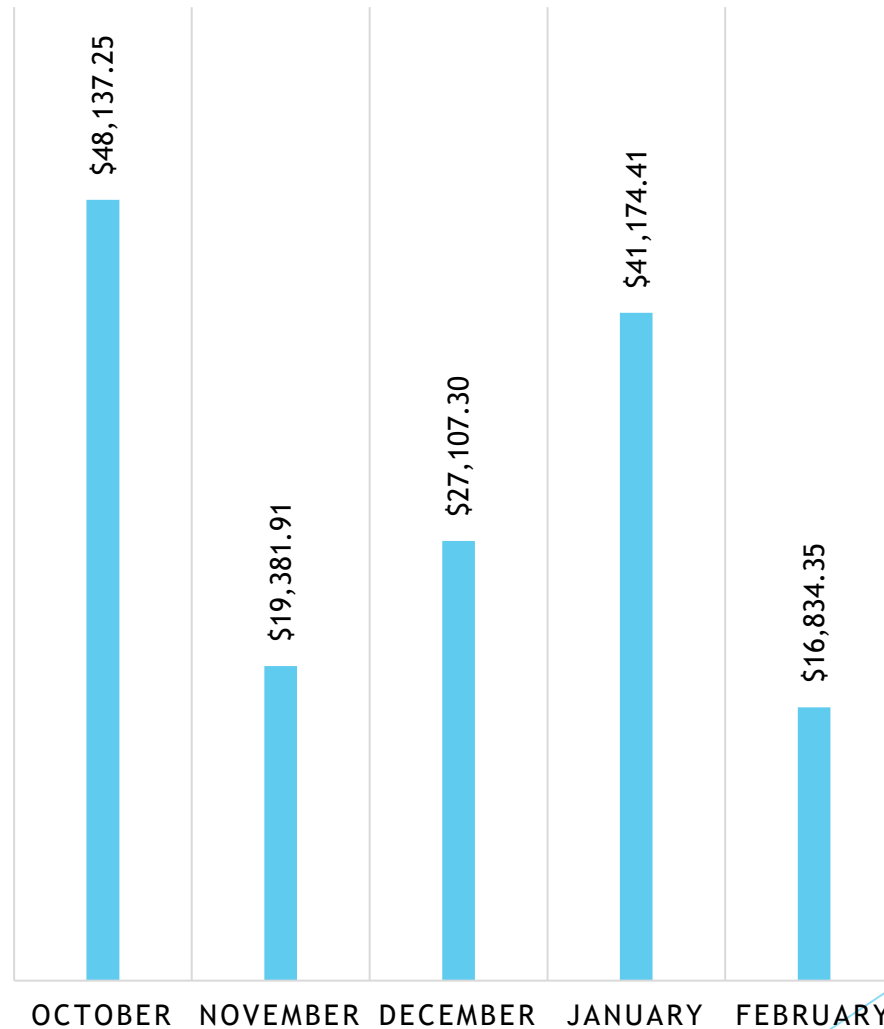


Code Enforcement Violation Payments

The monthly totals indicate that the types of permits we are getting are not high impact permits. This means they are mostly interior in nature and do not change the exterior parameters of the property.

*October monthly totals are always higher than the average because of fiscal year billing for Annual Fire Inspections.

YEAR TO DATE TOTALS



Building

- Permits
- Inspections
- Public Inquiries

Fire Marshal

- Taking on Floodplain Manager Role
- Community Education of Fire Safety
- Website Updates for Fire FAQ
- Maintaining Class I ISO (Insurance Services Office)

Planning

- Strategic Planning with Mobility for Parking Master Plan
- Beginning Plan for Recapturing City Right-of-Way
- Public Inquiries
 - Emails - 48
 - Meetings - 5

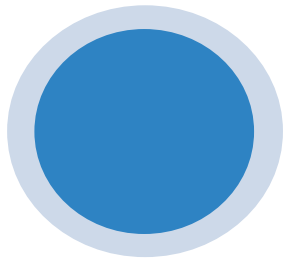
Code Enforcement

- Ensuring public safety of sidewalks and roadways
- Inspecting beach access points and boardwalks for public safety

Departmental

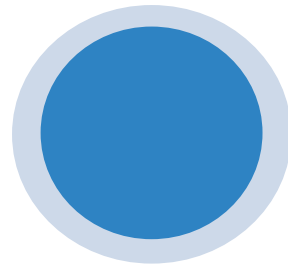
- Website Updates
- Land Development Code Re-write (see next page)

Community Development Ongoing Projects



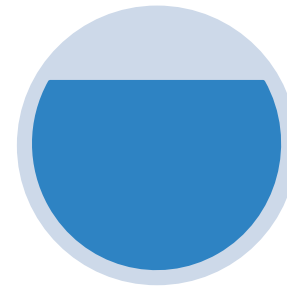
Task 1:
Analysis & Code
Framework

COMPLETE



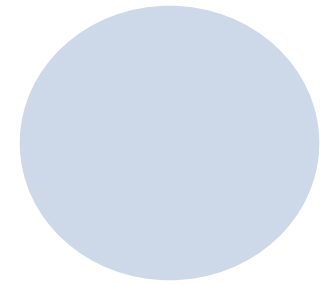
Task 2:
Drafting the
LDC

COMPLETE



Task 3:
Refining the
LDC

80% COMPLETE



Task 4:
Approval
Process

NOT STARTED

Community Development Ongoing Projects
Land Development Code Re-write



Jarboe Park Phase 1 Improvements - Project Cost Tracking - Page 1 of 2

	Asset	Original Contract Price *	Contract Price with C.O.	Current Billing Date	Current Billing Amount	Approved Balance Remaining	Total Cost **	Funding Source
1	<u>Trail, Bridge & Bridge Relocation: Site Work (Pond, Courts & Playground site work) - ACON Contract with Change Order #1</u> (Approved 2/16/2021 during Special Council Meeting)	\$ 279,379.98	\$ 321,192.48	5/24/2021	\$ (321,192.48)	\$ -	321,192.48	Better Jax/Recreational Trails Program Grant
2	<u>ADA Parking - Internal Work Performed by City Employees</u>	\$ 12,000.00	N/A	3/22/2021	\$ -	\$ 12,000.00	12,000.00	Better Jax
3	<u>Playgrounds - Kompan contract with Change Order #1</u> (Approved 2/16/2021 during Special Council Meeting) PAID 7/14/21	\$ 232,801.05	\$ 288,651.83	7/14/2021	\$ (288,651.83)	\$ -	288,651.83	Better Jax/Eckstein Foundation Grant/Donations
4	<u>Courts, Lighting & Fencing - Court Surfaces Contract (Approved 3/15/2021 during Special Council Meeting)</u> Includes individual purchase of basketball protectors: \$446.52 NOT part of scope of work or contract	\$ 498,775.00	\$ 498,718.00	10/1/2021	\$ (474,228.62)	\$ 24,489.38	498,718.00	Better Jax - Updated 2/17/2022
5	<u>Multi-Use Field & Landscaping - Belcorp Purchase Authorization Approved by CM within Approval Authority</u> (Sod and Hydroseed, Additional Landscaping may come from another line item)	\$ 7,500.00	N/A	4/23/2021	\$ (5,980.02)	\$ 1,519.98	7,500.00	Better Jax - Updated 2/17/2022
6	<u>Surveying Services - Ghitto Surveying Contract (Approved 2/16/2021 during Special Council Meeting)</u> , Surveying	\$ 16,045.00	N/A	2/25/2021	\$ (15,092.00)	\$ 953.00	16,045.00	Better Jax
7	<u>Fill Dirt - JB Coxwell, Purchase Authorization within the FY-21 Budget Amount for Jarboe Park CIP</u>	\$ 77,000.00	N/A	7/6/2021	\$ (72,625.00)	\$ 4,375.00	77,000.00	Better Jax - Updated 10/29/2021
*** 8	<u>Concrete (Sidewalks, Curbs & Parking) - Internal</u> Work completed by City Employees, Material Cost Only. Concrete: \$35,829.12 as of 2/4/2022. Line 12, City Demolition also pulls from this line item approved amount.	\$ 65,000.00	N/A	10/1/2021	\$ (38,366.35)	\$ (3,773.68)	65,000.00	Public Works, Water & Sewer Svcs., Stormwater Utilities - Line item transfers (reductions in one fund to increase Jarboe Park CIP Fund) Updated: 10/29/2021
9	<u>Furnishings</u> - Considered part of Phase 1 by Design Engineer, but will not be completed during FY-21 and will need to be budgeted in FY-22	\$ -	N/A		\$ -	\$ -	-	TBD
10	<u>Pavilion</u> - Removed from the scope of work for Ball Courts, and will not be completed in FY-21, and will need to be budgeted in FY-22	\$ -	N/A		\$ -	\$ -	-	TBD
11	<u>Stormwater Improvements - Materials from Oldcastle & Allen's Culverts, Work completed by PW staff.</u> Unanticipated work, corrected and designed by City Staff, includes: storm inlets, piping, and outfalls; Labor from Gruhn - May (\$16,268.80)	\$ 28,347.80	N/A	6/3/2021	\$ (28,282.45)	\$ 65.35	28,347.80	Stormwater Utility Fund
12	<u>City Demolition - Internal Work performed by PW Staff</u> (Dumpsters, misc. concrete, etc. incl. \$2,500 Limbaugh Invoice for moving electrical, not shown on PW spreadsheet) Updated 2/4/2022	\$ -	N/A	10/1/2021	\$ (30,407.33)	\$ (30,407.33)	-	Pulls from Line Item 8 Concrete (Sidewalks, Curbs & Parking) for approved amounts.
13	<u>Phase 2</u> (Formerly Phase 1B & pieces of 1C) - Parking Lot on West side of 5th Street, Moving Old City, Multi-purpose Field, Furnishings & Landscaping, including trees (dependent upon COJ funding) and irrigation.	TBD	N/A	TBD	N/A	N/A	TBD	TBD
14	<u>Phase 3</u> (Formerly Phase 2) - Eastside Path, with significant dirt work as called out by the Design Engineer, includes new bridges, and Parking Lot on East side of Park (on otherside of the ditch)	TBD	N/A	TBD	N/A	N/A	TBD	TBD

**Total Price of Contracts/P.A.'s without C.O.'s: \$ 1,216,848.83

**Total Price of Contracts/P.A.'s with Approved C.O.'s: \$ 1,314,512.11

Total Billed to Date: \$ (1,274,826.08)

N/A: Not Applicable
TBD: To Be Determined

FY-20 + FY-21 \$1,243,088 + Change Orders \$97,663.28: \$ 1,340,751.28

****Total Remaining Budget Balance: \$ 39,686.03

Remaining Approved Amounts \$ 39,629.03

(OVER)/UNDER BUDGET

Total Remaining Budget less Remaining Approved Amounts \$ 57.00



FY-20 + FY-21 Approved Budgets: \$ 1,243,088.00
ACON Change Order #1 Amount: \$ 41,812.50
Kompan Change Order #1 Amount: \$ 55,850.78
Total Amount of Approved Change Orders: \$ 97,663.28
Total Council Approved Amounts w/Change Orders: \$ 1,340,751.28

* Unless otherwise noted, work is performed by a contract or Purchase Authorization (There are instances where material cost alone is estimated, and labor not considered, since City Employees would perform the work)

** Assumes that the entire contract or Purchase Authorization is used

*** This Amount is anticipated to above the FY-20 & FY-21 Budgeted Amounts and will require transfers to the Jarboe Park CIP from Public Works Funds

**** The Total without including Change Orders into the Calculation of Budget Remaining is: \$899,818.38

Parsons Estimates (received 10/30/20)			
Phase 1	\$ 2,223,946.00		\$ 2,223,946.00
Phase 2		\$ 586,018.83	\$ 586,018.83
Parsons Phase 1 and 2 Total Estimate:			\$ 2,809,964.83



Jarboe Park Construction Update

Date: March 3, 2022

Time: 9:00am

Location: Neptune House

Distribution	CONB: Colin Moore, Stefen Wynn, Jim French, Paul Williams, Jeffrey Paul
Review previous meeting notes	
Project schedule updates: <ul style="list-style-type: none"> Two forecasts Critical milestones Critical deliveries 	<ul style="list-style-type: none"> February 2022: <ul style="list-style-type: none"> Delivery and installation of storage building Shade installation for pads next to courts on 2/28 Begin forming of next section of path Adjustments made to temporary parking area on Bay St to provide greater pedestrian visibility Week of 2/28/2022: <ul style="list-style-type: none"> Finish forming path sections Memorials that had been stored at Public Works during construction returned to park Week of 3/7/2022: <ul style="list-style-type: none"> Concrete pour scheduled for 3/9 Form final section of path connecting to Fifth St Week of 3/14/2022: <ul style="list-style-type: none"> Concrete pour scheduled for 3/16 Landscaping around paths Relocate fencing to open Fifth St entrance to park Movies with the Mayor scheduled for 3/19
Requests for information	
Contingency Items	
Submittals	
Contractor coordination <ul style="list-style-type: none"> ACON KOMPAN Court Surfaces Irrigation (TBD) Landscaping (TBD) Paving (TBD) Path lighting (TBD) 	<ul style="list-style-type: none"> Coordination with Florida Blvd culvert contractor to open up Fifth St entrance

Contractor Items	
City Items <ul style="list-style-type: none"> • Purchase Authorizations • Coordination needs 	<ul style="list-style-type: none"> • Plan next sections of concrete work • Spread additional grass seed where needed • City will continue concrete work in March • City constructing fence around HVAC electrical with new post caps
Pay requests	Court Surfaces – In process of submitting close out documentation for final payment
Change Orders	
Action Item Notes 3/3/2022	<ul style="list-style-type: none"> • Discussion of Park Rules • Discussion about landscaping around courts



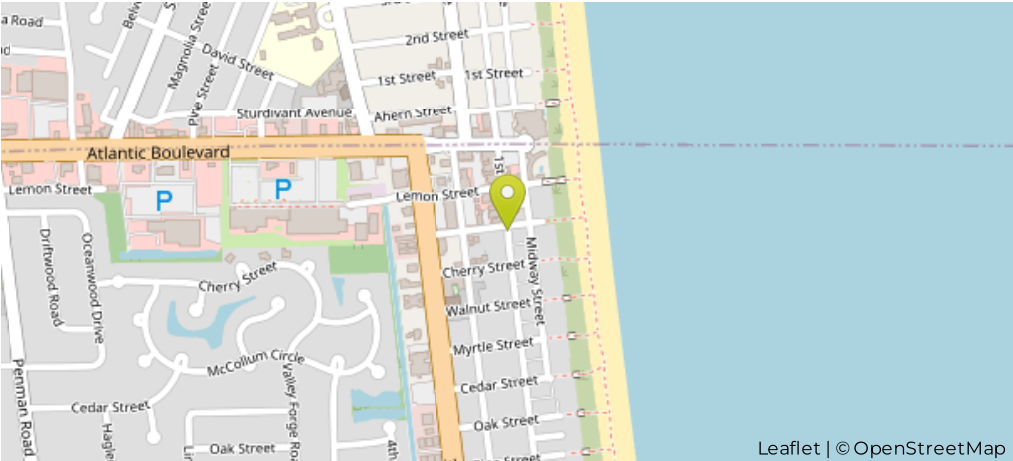
City of Jacksonville - Transportation

Colin Moore
03/03/2022

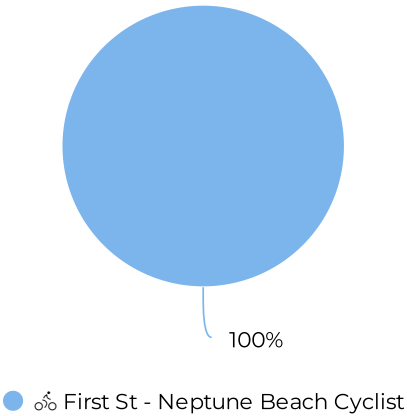
First St - Neptune Beach

February 1, 2022 → February 28, 2022

Location



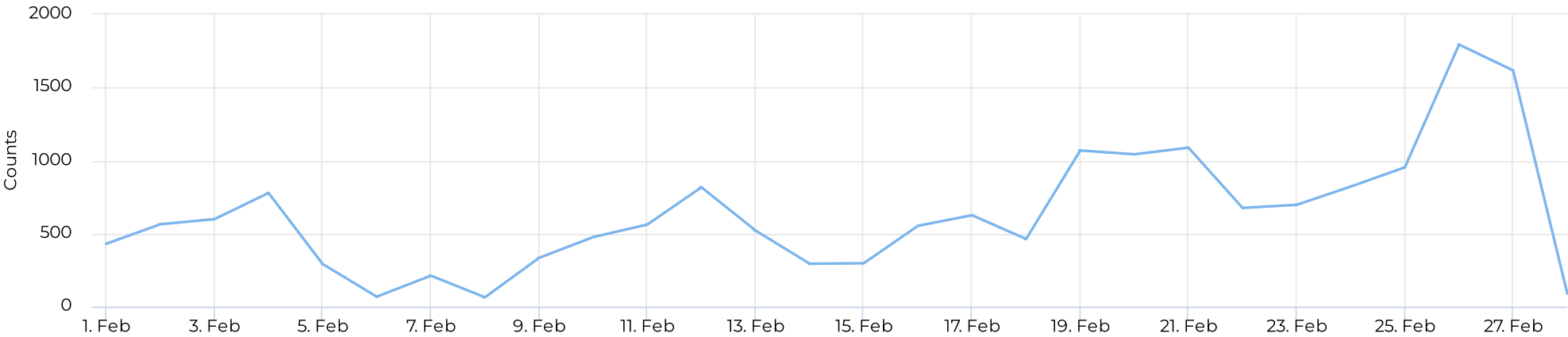
Distribution



Pictures Gallery

No Data

Daily traffic



First St - Neptune Beach

February 1, 2022 → February 28, 2022

Key Figures Summary

Site	Total	Daily Average	Peak Day	Peak Count
First St - Neptune Beach Cyclist	17,801	636	Sat Feb 26, 2022	1,794



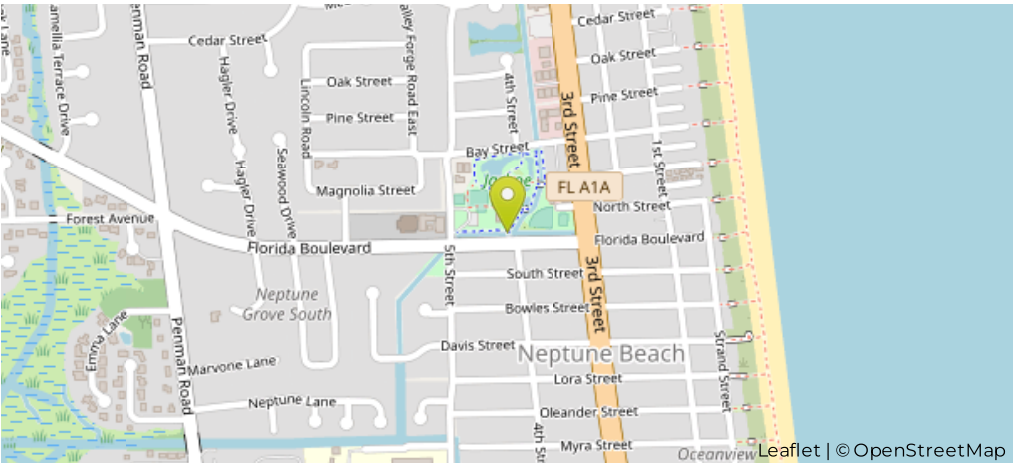
City of Jacksonville - Transportation

Colin Moore
03/03/2022

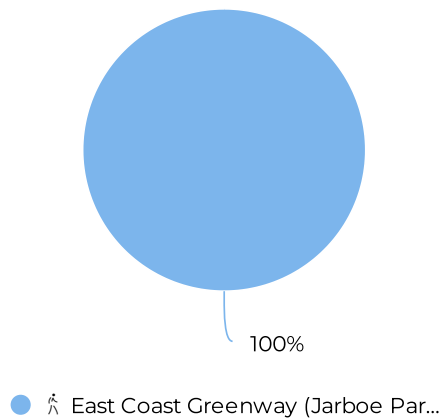
East Coast Greenway (Jarboe Park)

February 1, 2022 → February 28, 2022

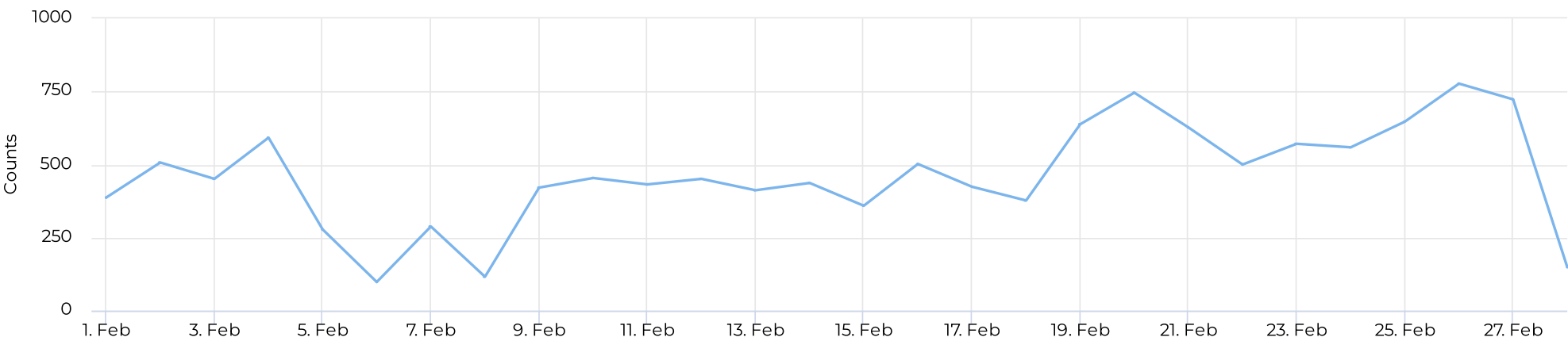
Location



Distribution



Daily traffic



East Coast Greenway (Jarboe Park)

February 1, 2022 → February 28, 2022

Key Figures Summary

Site	Total	Daily Average	Peak Day	Peak Count
East Coast Greenway (Jarboe Park)	12,923	462	Sat Feb 26, 2022	777



February 2022 Report

Public Works Department Integrity, Respect, Service

Week of February 7:

- D&C worked on work orders including meter change outs, turns and tun offs, curb stop changes, etc.
- D&C worked on locate tickets.
- The Streets Department watered the new grass in Jarboe Park.
- Emergency sewer repairs on Forest Avenue. D&C working with the pipe bursting contractor. The pipe bursting contractor started bursting to replace the existing sewer main. The pull stopped approximately 185-feet short and the bursting was ceased. Common causes could be from wet sand falling back against the pipe after the bursting head passes through, repair clamp, change in pipe material. Well points will have to be set where the burst head stopped, set up a new entry pit at that location, and restart the burst.





- The Streets Department worked in Jarboe Park prepping for concrete.
- The Parks Department cleaned up vandalism in one of the bathrooms at Neptune House from the weekend.
- D&C worked with A.W.A. Contracting Co., Inc. to install a valve on the existing 8" water main on 5th Street.



- D&C worked with A.W.A. Contracting Co., Inc. to remove the concrete encasement on the existing 12" water main.
- D&C distributed an update memo to provide nearby residents on the Forest Avenue sewer Repair work.
- The Streets Department picked up litter on Atlantic Blvd.
- The Water Department helped the Wastewater Department fix a broken belt on the sludge pump at the WWTF.



- D&C evaluated a manhole needing repairs on Strand.



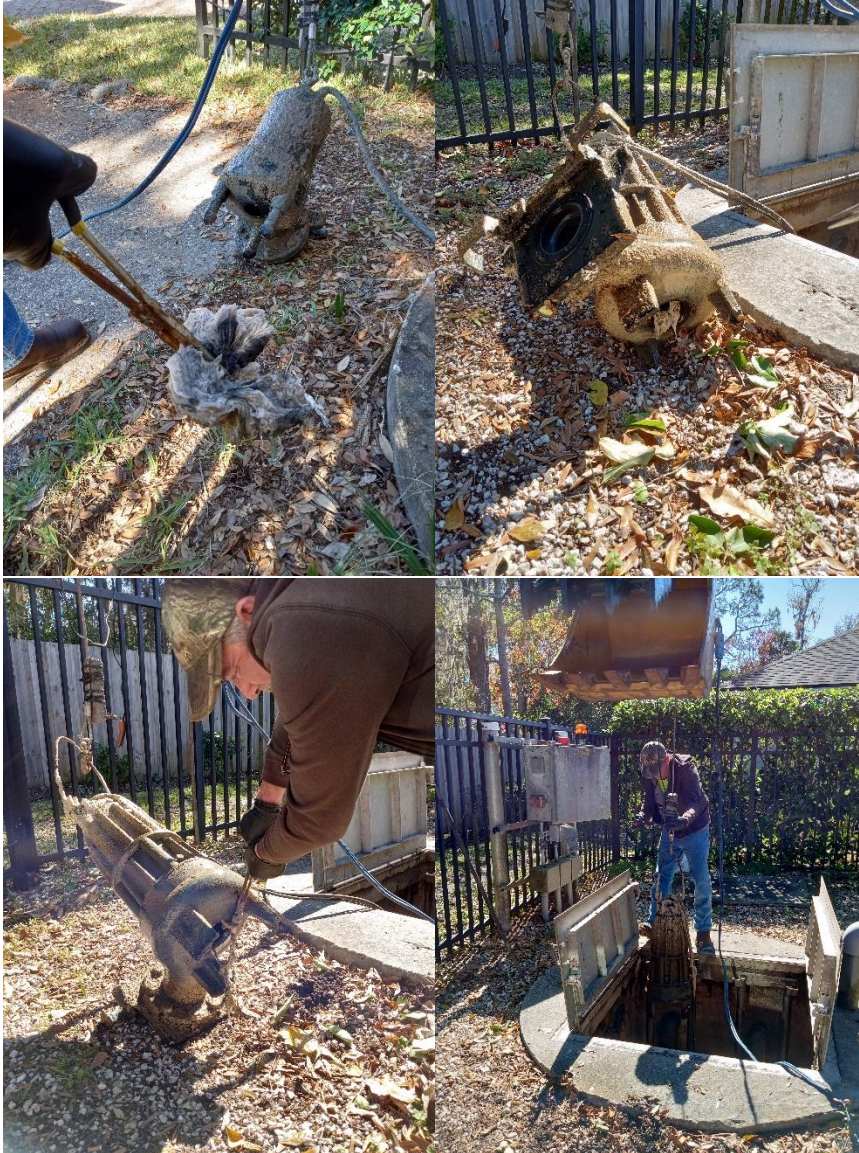
Week of February 14:

- The pipe burst stopped halfway last week, and the contractor installed well points for dewatering and excavated down on the pulling head near the Public Works Fence.
- D&C removed a section of the fence, existing electrical and vegetation in the way of the pipe burst contractor's excavation.
- The Water Department coordinated to pull one of the pumps at the Florida Blvd. lift station that stopped working over the weekend. The Water Department and D&C pulled one of the pumps at the Florida Blvd. lift station that stopped working over the weekend.
- D&C repaired a water break at 1310 Forest Ave. that runs through the side yard over to a Florida Blvd. resident.



- The Water Department took water compliance samples.
- The Streets Department replaced the roof on the Bay Street lift station.
- The Parks Department cleaned up vandalism in one of the bathrooms at Neptune House from the weekend.
- The Water Department and D&C pulled the pumps at the Tara Court lift station to remove the clog from rags.

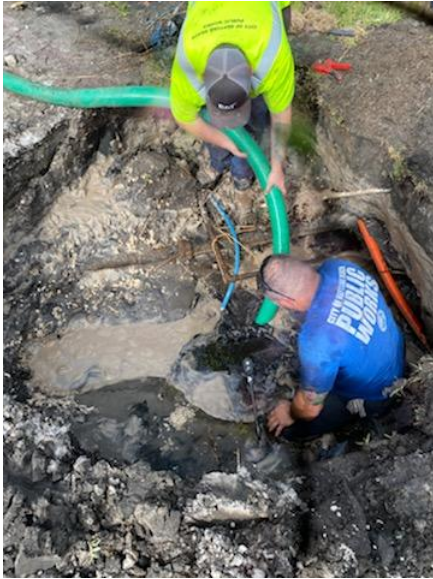






- D&C repaired a water break in the 200 block of Bowles Street.





- The Streets and Parks Departments poured concrete in Jarboe Park.



- The Streets Department picked up illegal dumping.



- D&C replaced the water meter at 123 Margarete St. The ipearl meter died and had a black reading. D&C also checked the curb stop and it was working properly.
- Attend monthly progress meeting for Florida Blvd. Culvert Project.
- D&C started cleaning up the work site around the pipe bursting contractor on Forest Ave.



- We submitted a SJRWMD cost share grant application for the WWTF Phase I construction costs.
- The FDOT performed maintenance on the Kings Road shoulder to temporarily seal cracking near the bridge.

“FDOT crews will be performing maintenance to the shoulder along Kings Road Thursday, February 17th, 2022. The cracks in the pavement will be filled as a temporary measure enabling personnel to further develop a more long-term solution.”

- Stormwater dug out the dry retention pond at First Street and Florida Blvd.



Week of February 21:

- The City's contractor pulled the second half of the pipe on the Forest Avenue emergency sewer repairs and spliced the pulls together.



- Gruhn May, Inc. removed the temporary effluent bypass and reinstalled the removed sections of force main to put the effluent line back into service.





- The Streets Department worked in Jarboe Park on concrete sidewalks.
- Utility Services/Suez, the City's maintenance vendor, cleaned the interior of the water tower.





- D&C repaired a back-yard sewer main at 700 Penman Road the was disconnected by a plumber making a sewer tap.



- The Parks Department blew sand off the pavers approaching the lifeguard station on Atlantic Blvd.



- The Stormwater Department swept streets after WastePro emptied the full roll off container at the Public Works Facility that the street sweeper empties into.



- D&C cleaning up the construction area around the Forest Avenue emergency sewer repair work and reinstalled the Public Works fence panels. D&C also coordinated to begin removing the temporary bypass pumping system.



- The Sewer Department and troubleshooting issues with the primary chlorine analyzer. They also installed a new back-up chlorine analyzer.
- Attend monthly TAT meeting.

Week of February 28:

- D&C continued cleaning up the construction area, removing the temporary bypass pumping system, removing barricades and signage, and worked on site restorations after the pipe bursting sewer work on Forest Avenue.
- D&C worked on work orders including meter change outs, turns and tun offs, curb stop changes, etc.
- D&C worked on locate tickets.
- The Streets Department repaired asphalt from the pipe bursting.



- D&C loaded the roll-off boxes after WastePro emptied them last week at Public Works to catch up.
- Attend progress meeting with the City's Consultant for the CUP renewal and well design to review water projections and planning.
- Attend progress meeting with City's Consultant on Phase 1 WWTF project.
- Attend MS4 quarterly teleconference.
- Submitted Tier II reporting.
- Submitted ezDMR reporting for the WWTF.
- The County's contractor completed the annual beach tilling. We also coordinated to get advance notice posted on the City's website:

Beach Tilling and Grading to Begin February 28th

Project to run through March 2nd

POSTED ON: FEBRUARY 15, 2022 - 3:11PM

As part of Duval County's Beach Renourishment Program, beach tilling and grading will begin on Monday, February 28th and run to Wednesday, March 2nd. The beach tilling will create a leveled, even surface with no ruts for the entire beach surface from the wave uprush line, to 10' from the toe of the dune slope. A safety representative will be on an ATV ahead of the tilling machine- asking beachgoers to temporarily relocate, until the machine passes by. Work will commence rain or shine.

