



**MINUTES**  
**REGULAR CITY COUNCIL MEETING**  
**MONDAY, APRIL 5, 2021, 6:00 P.M.**  
**NEPTUNE BEACH CITY HALL**  
**116 FIRST STREET**  
**NEPTUNE BEACH, FLORIDA 32266**

Pursuant to proper notice, a Regular City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, April 5, 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  
 Mobility Management Director Megan Steward  
 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 meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

**AWARDS / PRESENTATIONS/ RECOGNITION OF GUESTS / NONE**

**APPROVAL OF MINUTES**

**Minutes**

Made by Messinger, seconded by Jones.

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

**March 1, 2021, Regular City Council Meeting**  
**March 15, 2021, Special City Council Meeting**  
**March 15, 2021, Workshop City Council Meeting**

**Roll Call Vote:**

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

**MOTION CARRIED**

**COMMUNICATIONS / CORRESPONDENCE / REPORTS****City Manager  
Report**

City Manager Stefen Wynn reported the following:

- He presented a revised construction timeline for Jarboe Park with late June for a full opening.
- There was a "soft" opening along Bay Street. The fence will be removed soon.
- The Kompan playground equipment installation is almost been complete.
- Costs are being tracked using a spreadsheet. This is a document that would be updated as new expenses or an invoice comes in to know what the maximum amount Council has approved.
- He gave a Senior Center update. This included a request from COJ for \$75,000 and a \$10,000 request from the Community Foundation. The new HVAC system has been installed along with other punchlist items.
- He presented his schedule of meetings, which includes the required meetings with TLM Realty regarding the new Publix.

Mr. Wynn commented that the City has started the process of updating the parking program logos, branding and signage around the Beaches Town Center. It will not be overwhelming and a final plan would be presented to Council. The next step is choosing between reflective and nonreflective signs.

Vice Mayor Jones suggested coordinating with the Beaches Town Center because there may be a way to reduce some of the sign pollution by looking at wayfinding opportunities by adding a destination.

Mr. Wynn stated that our liaison to the Beaches Town Center Agency, Mobility Management Director Megan Steward, has been working with the Agency and has taken signage issues into consideration.

Councilor Messinger suggested adding information to the water bill regarding where to register for free parking before the summer months and school is released.

Councilor Chin remarked that citizens are often confused about where they are allowed to park for free. He inquired how we can communicate that without having too much sign pollution.

Mr. Wynn advised that Ms. Steward is updating the North Beaches Parking website, <https://www.ci.neptune-beach.fl.us/north-beaches-parking-program>, which can be accessed through the City's website. This is a great resource for parking information.

All monthly City Manager reports can be found, in their entirety, at: <https://www.ci.neptune-beach.fl.us/city-manager/pages/city-manager-reports>

**PUBLIC COMMENTS**

Public Comment Pat Hazouri, 207 Florida Boulevard, Neptune Beach, spoke regarding the Vision Plan and the process of rewriting that Plan.

**VARIANCES / SPECIAL EXCEPTIONS / DEVELOPMENT ORDERS / NONE****ORDINANCES / NONE****Ord. No. 2021-01, Parking Penalties**

Ordinance No. 2021-01, Second Read and Public Hearing, An Ordinance of the City of Neptune Beach, Florida, Amending Chapter 22 of the Code of Ordinances, Traffic and Motor Vehicles, by Amending Section 22-46, Penalties; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

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

Made by Messinger, seconded by Jones.

**MOTION: TO ADOPT ORDINANCE NO. 2021-01 ON SECOND READ**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

Ord. No. 2021-02, Stormwater Reconnection Fees Ordinance No. 2021-02, First Read and Public Hearing. An Ordinance Of The City Of Neptune Beach, Florida Amending Article V, Stormwater Utility System, of Chapter 23 of the Code of Ordinances, Utilities, By Amending Section 23-105, Billing And Payment, Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

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

Councilor Chin expressed his support as it aligns with the other Code sections for after-hours reconnection fees.

Councilor Messinger agreed with Councilor Chin and added it is clerical in nature in bringing two sections concurrent and has no objections.

Made by Messinger, seconded by Chin.

**MOTION: TO APPROVE ORDINANCE NO. 2021-02 ON FIRST READ**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

**OLD BUSINESS**

Neptune Beach Community Vision Plan Adoption of the Neptune Beach Community Vision Plan. Mayor Brown stated that there a Council Pledge that is at the beginning that all of Council has agreed upon. Councilor Key is not present but she has seen it and approves the Pledge.

Mayor Brown read the Council Pledge into the record:

"We, the City Council of the City of Neptune Beach, affirm that the Vision Plan is being developed with the assistance of Dover, Kohl & Partners. The Vision Plan is based on the thoughts and comments provided by the residents and businesses of Neptune Beach. The Vision Plan does not bind the City to take action or undertake any project of any kind. Instead, the Vision Plan is a high-level planning tool designed to assist the City in the evaluation, budgeting, and strategic development of future projects and policies.

"We, the City Council of the City of Neptune Beach, pledge that no project, recommendation, design, or other element of the Vision Plan will be implemented without further public input, Council discussion, deliberation, budgeting, and approval in compliance with the Code of Ordinances of the City of Neptune Beach, Florida."

Mayor Brown stated that the Council Pledge would be signed by all Councilmembers and would be part of the Vision Plan.

Councilor Messinger commented that the Vision Plan is a high-level planning document which has already started to generate dividends for the City. We need a high-level visioning plan when going to the TPO and other governmental agencies. They want to see that there was a community process. We have been put into a five-year plan for looking at Third Street and Atlantic Boulevard because of this document. Those are multi-million dollar improvements and we are now on the priority project list. This and the entire process is a long-term investment in the community. This overall will pay out dividends for decades as far as our infrastructure and improvements. We are already starting to see the early phases of that. He does not remember when Neptune Beach had a large-scale project on that priority list.

Vice Mayor Jones added that this is the Community's Plan. The Vision Plan has been reviewed and certain things people were not comfortable with have been removed. More importantly, it is a road map. There are many ideas that could be used in the future.

Councilor Chin remarked that one of the concerns of the residents is that they felt like this was a plan that would be locked in. It is more of a deep research and analysis document that shows us the possibilities that Neptune Beach could aspire to in the future. He hopes that the Council Pledge will alleviate some of those concerns and realize it is not a locked-in plan but more of a guide. He agreed with Councilor Messinger and added that these are the things like achieving a CRA and to gain a better control of our tax dollars

Councilor Messinger further added that this is actively being used as a tool to go generate grant funding.

Mayor Brown concluded that we are looking at ideas that came from the Community. She thanked everyone who participated. It is a blueprint and there are many ideas that represent improvements for the City. The Council Pledge reassures everyone that nothing will happen without approval.

Made by Jones, seconded by Messinger.

**MOTION:**            **TO ADOPT THE NEPTUNE BEACH COMMUNITY VISION PLAN AND COUNCIL PLEDGE**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

**NEW BUSINESS**

Res. No. 2021-07, Sexual Assault Awareness Month

Resolution No. 2021-07. A Resolution Designating the Month of April as Sexual Assault Awareness Month in Neptune Beach and Encouraging Those Impacted by Sexual Assault to Speak Up and Speak Out; Providing an Effective Date.

Mayor Brown reported that some of the statistics for sexual assault are mindblowing. All three beach communities are coordinating together for this effort. The Police Department has been working with the Women's Center so that we can get to bars and restaurants to get as much information out there as possible.

Made by Messinger, seconded by Chin.

**MOTION:**      **TO APPROVE RESOLUTION NO. 2021-07, DESIGNATING APRIL AS SEXUAL ASSAULT AWARENESS MONTH**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

9-1-1 Interlocal  
Agreement

Interlocal Agreement between the City of Jacksonville and the City of Neptune Beach for Distribution of 9-1-1 User Fees.

City Attorney Zachary Roth explained that the money received is based on the number of 9-1-1 calls. The City receives a pro rata share from the City of Jacksonville of the total amount. This is year two of a five-year agreement. The funds go toward the City's Emergency Communications Officers' salaries and expenses.

Made by Messinger, seconded by Chin.

**MOTION:**      **TO APPROVE THE 9-1-1 INTERLOCAL AGREEMENT BETWEEN THE CITY OF JACKSONVILLE AND THE CITY OF NEPTUNE BEACH**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

Jarboe Park  
Phase I  
Stormwater  
System

Installation of Stormwater System at Jarboe Park Phase I. Mr. Wynn explained this is to finish out the stormwater part of Jarboe Park. This is added infrastructure for positive drainage.

The labor to install the stormwater system is outside the ability of the Public Works Department and will need to be conducted by an outside firm. After obtaining quotes from: Gruhn-May (\$16,268.80); ACON Construction (\$22,121.60); and Jax Utilities Management Co. (\$32,294), staff recommends Gruhn-May as the lowest most responsive, and responsible quoter.

Made by Chin, seconded by Jones.

**MOTION:**      **TO APPROVE THE STORMWATER SYSTEM INSTALLATION FOR JARBOE PARK PHASE I BY GRUHN MAY, IN THE AMOUNT OF \$16,268.80.**

Roll Call Vote:

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

Noes: 0

**MOTION CARRIED**

**COUNCIL COMMENTS**

Adjournment

There being no further business, the meeting adjourned at 6:43 p.m.

  
Elaine Brown, Mayor

ATTEST:

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



Approved: 05/03/2021