



MINUTES
REGULAR CITY COUNCIL MEETING
MONDAY, MAY 3, 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, May 3, 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 Councilor Chin led the Pledge of Allegiance.

AWARDS / PRESENTATIONS/ RECOGNITION OF GUESTS

**Inaugural
 Neptune Trident
 Award**

Presentation of the Neptune Beach Trident Award. Mayor Brown and City Manager Stefen Wynn presented the Inaugural Neptune Beach Trident Award to Richard C. Keene. The Trident Award was created to honor residents for their service to the community. Residents can be nominated based on their selflessness, integrity and leadership. Mr. Keene has lived in Neptune Beach for over 35 years and constantly works to keep his City safe and clean. He was nominated for the Trident Award by former Neptune Beach Mayor Harriet Pruette.

**North Florida
 TPO
 Presentation**

North Florida TPO Presentation. Denise Bunnewith, Planning Director, North Florida Transportation Organization, presented the Transportation Improvement Program (TIP) FY2021-22—2025/26. The TIP identifies all publicly funded highway, transit and aviation projects within the North Florida TPO area which includes Clay, Duval, Nassau, and St. Johns Counties.

APPROVAL OF MINUTES

Minutes

Made by Messinger, seconded by Jones.

MOTION: **TO APPROVE THE FOLLOWING MINUTES:**
April 5, 2021, Regular City Council Meeting
April 19, 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:

- A cautionary boil water notice in the Indian Woods subdivision was sent out as well as door hangars on April 29, 2021.
- A Council Roundtable for Budget Priorities and Goal Setting is scheduled for May 11, 2021, at 2:00 p.m.
- The Comprehensive Plan dates were reviewed with the Transmittal Hearing on Monday, June 7, 2021, at 6:00 p.m.
- City Hall would be closed for training on Monday, May 24, 2021. Online bill pay and drop box payments are still available.
- He presented a revised construction timeline for Jarboe Park. He also reviewed the cost tracking.
- He gave an update on the Senior Center.
- He presented the City Manager schedule of upcoming meetings.
- Departmental updates are included in the City Manager reports.

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

Kevin Brown, 1833 Kings Court, Neptune Beach, is a 36-year high school marine science and environmental management teacher. He reported that they take on many environmental community service projects. He stated they have planted over 8,000 sea oats. He thanked Council and City staff for their efforts in dune protection.

John Holmes, 914 4th Street, Neptune Beach, questioned the surplus fund and where that money is and the rate of return available. He spoke regarding the \$200,000 Recreational Trails program grant for workout stations in Jarboe Park.

Pat Hazouri, 207 Florida Boulevard, Neptune Beach, spoke regarding committee meetings, the Girl Scout building, the Dover, Kohl and Partners process, and Jarboe Park. She requested the City stop other phases of Jarboe Park upon completion of Phase 1.

Lynda Padrta, 1113 1st Street, Neptune Beach, spoke regarding garbage pickup, Neptune House, and she advised there were listings in Neptune Beach for VRBOs. She commended Council on tackling tough projects.

Mr. Wynn reported that the \$200,000 grant is from FDEP specifically for the trails. The City is preparing to submit the reimbursement information to get the \$200,000 back. He also advised that the City of Jacksonville has started the procurement process for the workout stations for a little over \$40,000. The City is working on the VRBO issue.

VARIANCES / SPECIAL EXCEPTIONS / DEVELOPMENT ORDERS

SE 21-01,
Outdoor
Seating, 580
Atlantic Blvd

SE21-01 Application for a special exception as outlined in Chapter 27, Article 3 Division 9 and Section 27-226(j)(3)b of the Unified Land Development Code. Allowable uses by special exception in the C-3 zoning district. The application is made by Neptune Beach FL Realty, LLC for the property known as 580 Atlantic Blvd. (RE# 172395-0130). The applicant seeks approval for a special exception permit for outdoor seating/dining for an accessory restaurant use to the retail of a future Publix at 580 Atlantic Blvd

Councilor Chin questioned if the seats and tables would be bolted down so they are not taking them in after hours.

Community Development Director Kristina Wright stated that during the April 14, 2021, Community Development Board meeting this came up and the tables and chairs would be bolted down for security.

Councilor Chin stated that a concerned citizen had seen a stone path on the southside of the property and reported homeless persons camping in the location. Mr. Wynn stated this is an additional buffer to help with the ditch bank.

Councilor Messinger remarked this is the same designer as Whole Foods in Jacksonville Beach and is a great asset. He also spoke regarding the buffer. He stated that the developers are planting large trees and things of that nature to create a permanent, large tree screen.

Made by Messinger, seconded by Jones.

MOTION: **TO APPROVE SE 21-01, 580 ATLANTIC BOULEVARD FOR OUTDOOR SEATING**

Roll Call Vote:

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

Noes: 0

Ord. No. 2021-02, Stormwater Reconnection Fees

Ordinance No. 2021-02, Second 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.

Made by Messinger, seconded by Chin.

MOTION: **TO ADOPT ORDINANCE NO. 2021-02 ON SECOND READ**

Roll Call Vote:

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

Noes: 0

MOTION CARRIED

Ord. No. 2021-04, Professional Services

Ordinance No. 2021-04, First Read And Public Hearing, An Ordinance of the City of Neptune Beach, Florida, Amending Division 2, Purchasing and Contracts, of Article VI, Finance, of Chapter 2 of the Code Of Ordinances, Administration, by Creating Section 2-388, Professional Services Requirements; 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 APPROVE ORDINANCE NO. 2021-04 ON FIRST READ**

Roll Call Vote:

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

Noes: 0

MOTION CARRIED

OLD BUSINESS / NONE

NEW BUSINESS

Res. No. 2021-08, Order of Business Resolution No. 2021-08, A Resolution Establishing the Order of Business for the City Council Regular and Workshop Meetings.

Made by Chin, seconded by Messinger.

MOTION: **TO ADOPT RESOLUTION NO. 2021-08, ESTABLISHING THE ORDER OF BUSINESS FOR COUNCIL MEETINGS**

Roll Call Vote:

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

Noes: 0

MOTION CARRIED

Res. No. 2021-09, Budget Amendment Resolution No. 2021-09, A Resolution Amending the Operating Budget for the City of Neptune Beach, Florida, for Fiscal Year 2020, beginning October 1, 2019 and ending September 30, 2020.

Mr. Wynn requested making a motion with amendments as there were errors, one being Note 16. Note 16 ties to the wrong journal entry.

Chief Financial Officer Carl LaFleur informed Council that there are not 24 journal entries, but there are actually 25. Entry No. 25 would need to be disclosed. Number 25 involves the reclassification of the mobility program.

Mr. Wynn requested rescinding this resolution to the next meeting.

Councilor Messinger asked if it would be more efficient to pass this at it appears tonight and then have one final amendment at the next meeting.

Mr. Wynn advised there were other issues that were presented earlier and this needs to be reviewed.

Mayor Brown announces that the resolution would be deferred to the next meeting.

Resiliency Study Grant Approval of Community Resilience Planning Grant Reimbursable Contract.

Made by Messinger, seconded by Jones.

MOTION: **TO APPROVE TASK ORDER #1 OF THE MASTER RESEARCH AGREEMENT WITH UF FOR \$66,000**

Roll Call Vote:

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

Noes: 0

MOTION CARRIEDFlorida Blvd
Culvert
ReplacementApproval of City of Neptune Beach Bid No. 2021-03, Florida Boulevard Culvert Replacement

Mr. Wynn explained that this is a request to put the RFP out to obtain bids. He added that the City has received \$375,000 from the state legislature towards this project.

Made by Jones, seconded by Messinger.

MOTION:**TO APPROVE CONB BID 2021-03, FLORIDA BOULEVARD CULVERT REPLACEMENT**

Roll Call Vote:

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

Noes: 0

MOTION CARRIEDTemporary
Interim Lead
WWTF
Operator

Approval of Temporary Interim Lead WWTF Operator. Mr. Wynn explained this for approval of a temporary interim lead WWTF operator with a Class B or higher operator license. This allows the City to hire a temporary operator while in our hiring process for a new division chief at the wastewater treatment plant.

City Attorney Zachary Roth advised that in order to do this, the agency head must declare an emergency due to City not having the required licensed operator.

Mayor Brown stated that due to this being a public emergency, we need to hire the temporary interim lead WWTF operator.

Made by Messinger, seconded by Chin.

MOTION:**DUE TO THIS BEING A PUBLIC EMERGENCY, AWARD CDM SMITH THE CONTRACT TO PROVIDE TEMPORARY INTERIM LEAD WWTF OPERATOR SERVICES WITH A CLASS B OR HIGHER OPERATOR LICENSE**

Roll Call Vote:

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

Noes: 0

MOTION CARRIEDCounty-Wide
CAD Project

County-Wide CAD (Computer Aided Dispatch) Project for FY 2021 and FY 2022. Police Chief Richard Pike reported that when this project was announced about three and one-half years ago, the cost upfront was substantial. Due to waiting, the City will now only need two installments. The system will allow all jurisdictions to immediately share call information with other responding agencies.

Made by Messinger, seconded by Jones.

MOTION:**TO APPROVE THE PURCHASE PURCHASE OF COUNTY-WIDE CAD PROJECT FOR \$20,000 ON SIGNING AND \$35,705 IN FY22**

Roll Call Vote:

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

Noes: 0

MOTION CARRIED**COUNCIL COMMENTS**


Mr. Wynn announced that May 2-8, 2021, is Municipal Clerks Week.

Adjournment

There being no further business, the meeting adjourned at 7:06 p.m.


Elaine Brown, Mayor

ATTEST:


Catherine Ponson, CMC
City ClerkApproved: 06-07-2021