



**MINUTES**  
**REGULAR CITY COUNCIL MEETING**  
**MONDAY, OCTOBER 3, 2022, 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, October 3, 2022, 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 Kerry Chin  
 Councilor Lauren Key  
 Councilor Nia Livingston  
 Councilor Josh Messinger (via  
 CMT)

**STAFF:**

City Manager Stefen Wynn  
 City Attorney Zachary Roth  
 Chief Financial Officer Danielle Dyer-Tyler  
 Police Chief Richard Pike  
 Public Works Director Jim French  
 Community Development Director Samantha Brisolaro  
 Grants and Resiliency Coordinator Colin Moore  
 Senior Center Director Leslie Lyne  
 Mobility Management Director Megan Steward  
 City Clerk Catherine Ponson

Call to Order/Roll  
 Call/Pledge

Mayor Brown called the meeting to order at 6:00 p.m.

Mayor Brown welcomed the Webelos from Pack 15 from St. John the Baptist Catholic Church who led the Pledge of Allegiance. The pack is working toward their advancement toward the Arrow of Light award.

**PUBLIC COMMENTS**

Public Comments

Jerry Collins, 511 Oleander Street, Neptune Beach, spoke regarding approval of massive spending projects that are nonemergency and nonbudgeted.

Christine Burke, 113 Walnut Street, Neptune Beach, spoke regarding short-term rental. She stated that it is not a complicated problem to identify noncompliant short-term rental. She questioned why the short-term rental problem been addressed.

Shellie Thole, 124 Margaret Street, spoke regarding our water service. She would like to know what grants we are applying for to keep our great water.

**COMMUNICATIONS / CORRESPONDENCE / REPORTS**

City Manager  
 Report

City Manager Stefen Wynn reviewed City action during Hurricane Ian. The City implemented an emergency plan and it was executed with surgical precision. Daily updates were sent out through all means of communication. He advised that the Kings Road Bridge did what it was designed to do by FDOT.

Police Chief Report

Police Chief Richard Pike gave an incident report during the storm. The Police Department checked 22 businesses and assisted 12 residents with special needs. He reported that there were several meetings during the week with all Beach mayors to send out the same message to avoid confusion. There was also assistance from Jacksonville Sheriff's Office.

**VARIANCES / SPECIAL EXCEPTIONS / DEVELOPMENT ORDERS / NONE**

**ORDINANCES / NONE**

**OLD BUSINESS / NONE**

**NEW BUSINESS**

Local 630 MOU

Consideration of Approval of Memorandum of Understanding Between Local 630 Union and City of Neptune Beach. Mr. Wynn stated that some employees did not receive a rate increase last year as they were at the top of their pay range. This MOU increases the lower end and the higher end of the pay scale to comply with what was approved for FY23, which was 9% across the board. The increase was done after wage study was conducted. It is meant to retain employees and attract new employees. It does strike the language for specialty pay, which is obtained upon receipt of a license. That is now lumped into the rate increase.

Councilor Livingston stated that it is important why we are doing this. We need to remain competitive. Mr. Wynn answered her inquiry that there were 10 positions approved in the budget and there are still six positions to look at after this year. The study looked at communities that were comparable to Neptune Beach.

Vice Mayor Chin agreed with Councilor Livingston and wanted to make clear that this increase will also bring us into compliance with the increase in the minimum wage. At a certain point we would have to address that. We are getting there sooner.

Councilor Messinger pointed out that Councilor Livingston and Vice Mayor Chin already stated why this is an important initiative. If we remain competitive and are looking to retain and fill those positions to keep a high level of service for the community, then he is in support of it.

Made by Livingston, seconded by Key.

**MOTION: APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN LOCAL 630 AND CITY OF NEPTUNE BEACH**

Roll Call Vote

Ayes: 5-Key, Livingston, Messinger, Chin and Brown

Noes: 0

**MOTION CARRIED**

Cost-Share Agreement

Proposed Cost-Share Agreement Between the CONB and the SJRWMD for Phase 1 WWTF Upgrades. Mr. Wynn explained that the City applied for this cost-share program and has been approved. What this does is gives the City \$437,500 in grant funding. This needs Council approval to accept the grant funding and there are contractual provisions. He pointed out that a contractor has not been chosen as that will go through a very formal bid process.

Councilor Messinger commended Public Works Director Jim French and his team at Public Works, Grants and Resiliency Coordinator Colin Moore, and Mr. Wynn for continually moving the ball down the field and bringing this grant to the finish line.

Vice Mayor Chin pointed out that grants are not free money. What the granting organizations are looking for is that you have the wherewithal to actually finish a project. This is why it is

coming back to us in terms of a reimbursement divided into sections. They want to make sure you are going to be able to complete the project.

Made by Chin, seconded by Messinger.

**MOTION: TO APPROVE THE COST-SHARE AGREEMENT BETWEEN THE CONB AND THE SJRWMD FOR PHASE 1 WWTF UPGRADES**

Roll Call Vote:

Ayes: 5-Livingston, Messinger, Key, Chin, and Brown

Noes: 0

**MOTION CARRIED**

Res. No. 2022-07,  
Schedule of Fees

Resolution No. 2022-07, A Resolution of the City of Neptune Beach, Florida, Adopting a Schedule of Fees to be Instituted for Various City Services; Providing for Severability and Providing an Effective Date.

Mr. Wynn reported that this is bringing a resolution from this summer. The City has compared what our fee structure is compared to Jacksonville Beach and Atlantic Beach. It took some time to do as we are trying to make our fees transparent and put them into one resolution. This is the culmination of Community Development Director Samantha Brisolara's work. He is not asking for any consideration or decision, but it is on the agenda for review. It will be on the next Council workshop. If there is any additional information, he is asking for it so staff can be prepared.

Vice Mayor Chin thanked Ms. Brisolara for putting the resolution together so there is transparency with citizens.

Councilor Livingston asked where is the money we are collecting going.

Mr. Wynn stated that it is broken up into different categories throughout the General Fund.

Mr. Wynn answered Councilor Livingston's next question by advising that it is better to keep it in the General Fund so that way it can be used for any legal purpose that General Fund expenditures can be used for.

Councilor Messinger stated, to give even a greater level of transparency, it would be a helpful component to add where these funds are ultimately heading. He also commended Ms. Brisolara and staff for providing a greater degree of transparency for tonight and for discussion in a few weeks.

Mayor Brown requested it be made clear what and how long the Special Event permit would be needed for the rental of the Neptune House.

**COUNCIL COMMENTS**

Vice Mayor Chin commented that WastePro has had to do a lot of cleanup and he was surprised they were able to grab everything that they had to pick up. He wanted to state that the trash pickup on his street is random. Some cans were emptied and others were not.

Mr. Wynn stated they he would check as WastePro reported they were resuming normal operations.

Adjournment

There being no further business, the meeting adjourned at 6:41 p.m.

  
Elaine Brown, Mayor

ATTEST:  
  
Catherine Ponson, CMC  
City Clerk

Approved: 11-7-2022



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