



**MINUTES
SPECIAL CITY COUNCIL MEETING
MONDAY, JULY 15, 2019, AT 6:00 P.M.
CITY HALL, 116 FIRST STREET
NEPTUNE BEACH, FLORIDA**

Pursuant to proper notice a Special City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, July 15, 2019, at 6:00 p.m., in the Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida.

Attendance**IN ATTENDANCE:**

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Scott Wiley

STAFF:

Leon Smith, Interim City Manager
Richard Pike, Police Chief
Catherine Ponson, City Clerk
Zachary Roth, City Attorney

Call to Order

Mayor Brown called the special meeting to order at 6:00 p.m. and Councilor Wiley led the Pledge of Allegiance.

**Appointment of
Evaluation
Committee**

Mayor Brown explained that the RFQ for the revision of the Comprehensive Plan and Land Development Code had been issued and submittals had been received. The RFQ states that there would be an evaluation committee that would be selecting the firm who would be completing that project. She asked that Vice Mayor Fred Jones chair that committee. All of the respondents would be invited to present their proposals at a meeting to be scheduled.

City Attorney Zachary Roth clarified that the Council as a whole would be the committee. The intention would be that at that scheduled meeting the recommendation would be made and approved at the next Council meeting.

Mr. Roth confirmed Vice Mayor Jones inquiry that a preliminary scoring be done and then after the presentations, then the final evaluation be completed.

Councilor Chin questioned the budget for this project. Vice Mayor Jones stated that the big issue of this project is that it is imperative that the City show it is taking action.

Councilor Messinger stated that this has been discussed financially and the City is prepared.

Made by Messinger, seconded by Chin.

MOTION: TO APPROVE:

THE COMMITTEE CONSIST OF ALL COUNCIL MEMBERS;

VICE MAYOR FRED JONES BE APPOINTED CHAIR;

**THE COMMITTEE WOULD RECEIVE THE PROPOSALS AFTER
THIS MEETING;**

**THE SELECTION COMMITTEE WOULD BE TASKED WITH THE
EVALUATION AND SELECTION CRITERIA IN EXHIBIT 5;**

THE COMMITTEE WOULD SCHEDULE A MEETING WITHIN APPROXIMATELY TEN DAYS WHERE ALL THE PARTIES WOULD BE GIVEN UP TO 30 MINUTES TO PRESENT WITH NO OTHER PARTIES PRESENT;

THE COMMITTEE WOULD EVALUATE THE PROPOSALS IN ACCORDANCE WITH EXHIBIT 5 OF THE RFQ;

THE BIDDERS WOULD BE INVITED AND BE ADVISED OF THE DECISION OF THE COMMITTEE;

VICE MAYOR JONES WOULD MAKE THE RECOMMENDATION TO THE COUNCIL AT THE AUGUST 5TH COUNCIL MEETING.

Made by Messinger, seconded by Chin.

Roll Call Vote:

Ayes: 5—Chin, Messinger, Wiley, Jones, Brown.
Noes: 0

MOTION PASSED

Public Comments Diana Kelly, 207 Walnut Street, Neptune Beach, questioned citizen community involvement in the process. She requested that the citizens be kept informed in order to get on board.

Vice Mayor Jones stated that the process would be completely built on citizen participation, There would be kick off meetings, workshops and charrettes.

Council Comments Councilor Chin requested a way to track issues until they are resolved. Mayor Brown agreed and added that a process could be put together and possibly schedule a meeting to discuss this issue.

Councilor Chin also questioned the lights of the oceanfront homes in regards to sea turtles. Police Chief Richard Pike reported that those homes had been identified and been addressed.

Councilor Wiley mentioned the recent emails that been received that are potential scams containing dangerous material. Mayor Brown stated that the City takes these very seriously and precautions are being made.


Councilor Messinger reported that he and the City Clerk had been working on comprehensive tracker that tracked citizen issues as well as ongoing projects.

Adjournment There being no further business, the special meeting adjourned at 6:26 p.m.

ATTEST:


Catherine Ponson, City Clerk

Approved: 8/5/19


Elaine Brown, Mayor

