



MINUTES
EMERGENCY CITY COUNCIL MEETING
HURRICANE HELENE
WEDNESDAY, SEPTEMBER 25, 2024, 4:00 P.M.
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266

Pursuant to proper notice, an Emergency City Council Meeting of the City Council of the City of Neptune Beach was held on Wednesday, September 25, 2024, at 4:00 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 (*absent*)
Councilor Nia Livingston (*absent*)
Councilor Josh Messinger

STAFF:

City Manager Richard Pike
City Attorney Paul Waters
Chief Financial Officer Jaime Hernandez
Chief of Police Michael Key
Public Works Director Deryle Calhoun
Community Development Director Heather Whitmore
City Clerk Catherine Ponson

**Call to
Order/Roll Call**

Mayor Brown called the Emergency Meeting to order at 4:00 p.m.

Mayor Brown read the Declaration of Emergency due to impending Hurricane Helene.

Made by Messinger, seconded by Chin.

MOTION: **TO APPROVE THE DECLARATION OF A STATE OF EMERGENCY FOR THE CITY OF NEPTUNE BEACH**

Roll Call Vote:

Ayes: 3- Messinger, Chin, and Brown

Noes: 0

Absent: Key and Livingston

MOTION CARRIED**Chief of Police
Report**

Mayor Brown stated the declaration has benefits for the City and requested Chief of Police Michael Key explain what this means to personnel and the reimbursement process.

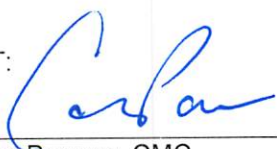
Chief Key explained that the County is who seeks the initial request for reimbursement. There is a threshold for damages. The way in which you get to that threshold is the completion of forms. The Incident Command System (ICS) Form 214 is an fillable activity log form that is used to report and log any storm-related activity. He explained how the operational period works for the event and how the Federal Emergency Management Agency (FEMA) looks at these forms. He reported there is a process in place for the submission of these forms.

Mayor Brown announced that City offices would be closed on Thursday, September 24, 2024.

Adjournment There being no further business, the Emergency Meeting adjourned at 4:12 p.m.


Elaine Brown, Mayor

ATTEST:


Catherine Ponson, CMC
City Clerk

Approved: 10-07-2024

