



**MINUTES
SPECIAL CITY COUNCIL MEETING
MONDAY, MAY 18, 2026, 6:00 P.M.
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266**

Pursuant to proper notice, a Special City Council Meeting of the City Council of the City of Neptune Beach was held Monday, May 18, 2026, at 6:00 p.m., at Neptune Beach City Hall, 116 First Street, Neptune Beach, Florida 32266.

Attendance:	IN ATTENDANCE: Mayor Cori Bylund (<i>absent</i>) Vice Mayor Nia Livingston Councilor Tim Horvath Councilor Josh Messinger Councilor Brent Rogers (<i>absent</i>)	STAFF: City Manager Richard Pike City Attorney Paul Waters Chief of Police Michael Key Public Works Director Deryle Calhoun Community Development Director Heather Whitmore Parks and Sustainability Director Colin Moore Project Manager Blake West City Clerk Catherine Ponson
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Call to Order/Roll Call/Pledge Vice Mayor Livingston called the Special Meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

NFUCG MOA Northeast Florida Utility Coordinating Group (NFUCG) Memorandum of Agreement (MOA). City Manager Richard Pike explained that this Memorandum of Agreement (MOA) has been in place since 2011 and requires renewal. This provides an opportunity for Neptune Beach to collaborate with other surrounding entities to evaluate regional long-term sustainability of groundwater resources to meet future public water supply needs relative to the St. Johns River Water Management District and Suwanee River Water Management District.

Made by Horvath, seconded by Messinger.

MOTION: TO APPROVE THE NORTHEAST FLORIDA UTILITY COORDINATING GROUP MEMORANDUM OF UNDERSTANDING

Roll Call Vote:
Ayes: 3-Horvath, Messinger, and Livingston.
Noes: 0

MOTION CARRIED

Impact Fee Study Impact Fee Study Request for Proposals 2026-01 (RFP) Recommendation. Community Development Director Heather Whitmore stated that RFP 2026-01 had been issued and six responses were received. Based on the scoring, more information is being requested from

some of the consultants who submitted. She indicated that Council would need to break the cone of silence in order to gather more information.

Discussion included securing Florida-experienced impact fee specialists, amount of staff time required, the requirement for the study and commercial impact fee opportunities given local building activity.

City Attorney Paul Waters informed Council that during the procurement process, there is silence between the bidders and the City. There is a "cone of silence" so no one has an unfair advantage. Council could vote to lift the cone of silence in order to communicate

Made by Messinger, seconded by Horvath.

MOTION: **TO REMOVE THE CONE OF SILENCE AND INSTRUCT STAFF TO BEGIN NEGOTIATIONS WITH THE BIDDERS WITH RAFTELIS AS THE PRIORITY**

Roll Call Vote:
Ayes: 3-Messinger, Horvath, and Livingston.
Noes: 0

MOTION CARRIED

Adjournment There being no further business, the Special Meeting adjourned at 6:17 p.m.


Corrine A. Bylund, Mayor

ATTEST:


Catherine Ponson, CMC
City Clerk



Approved: 06-01-2026

****These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, please go to: <https://www.nbfl.gov/minutes-and-agendas>, and click on the video for the meeting in question.***



MINUTES
WORKSHOP CITY COUNCIL MEETING
MONDAY, MAY 18, 2026, 6:17 P.M.
IMMEDIATELY FOLLOWING SPECIAL MEETING
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266

Pursuant to proper notice, a Workshop City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, May 18, 2026, at 6:17 p.m., in Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida, 32266

Attendance

IN ATTENDANCE:

Mayor Cori Bylund (*absent*)
 Vice Mayor Nia Livingston
 Councilor Tim Horvath
 Councilor Josh Messinger
 Councilor Brent Rogers (*absent*)

STAFF:

City Manager Richard Pike
 City Attorney Paul Waters
 Police Commander Gary Stucki
 Senior Accountant Michael Owens
 Public Works Director Deryle Calhoun
 Community Development Director Heather Whitmore
 Parks and Sustainability Director Colin Moore
 Project Manager Blake West
 City Clerk Catherine Ponson

Call to Order/Roll Call

Vice Mayor Livingston called the workshop meeting to order at 6:17 p.m.

Public Works Week

Vice Mayor Livingston read and presented the proclamation recognizing May 17-23, 2026, as National Public Works Week to Public Works Director Deryle Calhoun.

Mr. Calhoun recognized employees present at the meeting, Dwayne Sumlin and Noah Tackett. He also recognized Water/Wastewater Division Chief Troy King, Collection and Distribution Division Chief Luke Bridges and Business Operations Manager Brandi Santiago. He highlighted some of the accomplishments over the last year including the procurement of a 20-year Consumptive Use Permit, bringing the wastewater plant back into compliance, a new potable Well 5 was brought online and a new Streets and Drainage Division Chief Chuck Kennedy was hired.

PUBLIC COMMENTS

Public Comments

Jim Anderson, 21 Oak Street, Neptune Beach, spoke regarding the flood letter he received and the requirements. He questioned whether it would be more economical or feasible to do hydraulic surveys or to do something as a whole.

Community Development Director Heather Whitmore explained the letters are sent out each year. She added additional properties to the list. The City is in a CRS (Community Ratings

System) Program. The City has reduced costs on flood insurance through the NFIP (National Flood Insurance Program). As a part of that, notices are sent to property owners in a floodplain. Neptune Beach has three flood zones, VE, AE and a shallow depth zone or a 500-acre floodplain. The 500-acre floodplain residents were included due to on January 1, the Florida Building Code will be treating those properties with slightly higher regulatory standards.

Ms. Whitmore continued that flood insurance is a private decision so everything must be done individually by property.

PROPOSED ORDINANCE

Proposed
Ordinance

Proposed Ordinance. An Ordinance of the City of Neptune Beach, Florida, Amending the Code of Ordinances, Section 18-3, Special Events, Article I, Chapter 18 Streets, Sidewalks and Other Public Places; Providing Codification, Conflicts, Severability, and Providing an Effective Date.

City Attorney Paul Waters explained that the ordinance currently requires the application be submitted 30 days prior to the event. 30 days is not enough time for staff to review and prepare as the applications goes through several departments. The proposed change is for any event with over 500 attendees, the application must be submitted 60 days prior to the event. The fees will be included in the fee schedule resolution.

Made by Messinger, seconded by Horvath.

MOTION: **TO MOVE THE PROPOSED ORDINANCE FOR FIRST READ ON JUNE 1, 2026**

Roll Call Vote:

Ayes: 3-Messinger, Horvath, and Livingston

Noes: 0

MOTION CARRIED

ISSUE DEVELOPMENT

CRA Study

Community Redevelopment Area (CRA) Consulting Services Request for Proposals 2026-02 (RFP)

Jim Gilmore, The Southern Group, reported his group was able to secure \$500,000 from the state last year for stormwater improvements. They also secured \$375,00 from COJ for Jarboe Park. There is also other funding that has been requested and is waiting on the legislature to finish the budget. He added that when he met with COJ, they requested projects they could fund in the capital improvement project lend more to a county service approach as opposed to a purely community outreach approach.

Mr. Gilmore reviewed CRA eligibility, mechanics, risks and alternatives. He outlined statutory blight standards, redevelopment planning requirements, infrastructure cost estimates and that CRA adoption affecting county tax revenue requires COJ approval. He pointed out that there could be tax increment district, still needing approval by the County, that could be on a project-by-project basis.

Discussion included CRA versus renegotiating the Interlocal Agreement for beach area capital needs, detailed studies, a new COJ administration and picking a dedicated long-term consistent funding stream.

Ms. Whitmore stated that there was one response received for the RFP for a CRA Consulting Service. She added that she could revisit the RFP and reissue it. There were different firms that downloaded the RFP but only one response. There were questions regarding the timeline and budget.

City Attorney Paul Waters advised this is a workshop and discussion so there is no action needed.

COUNCIL COMMENTS

Council Comments Vice Mayor Livingston thanked Police Chief Michael Key and the Police Department for keeping everyone safe at the Dancin' in the Street event on Saturday, May 16, 2026.

Adjournment There being no further business, the workshop meeting adjourned at 7:15 p.m.


Corrine A. Bylund, Mayor

ATTEST:



Catherine Ponson, CMC
City Clerk



Approved: 06-01-2026

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**MINUTES
TOWN HALL MEETING
IMMEDIATELY FOLLOWING THE WORKSHOP MEETING
MONDAY, MAY 18, 2026, 7:15 P.M.
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266**

Pursuant to proper notice, a Town Hall Meeting of the City Council of the City of Neptune Beach was held on Monday, May 18, 2026, at 7:15 p.m., at Neptune Beach City Hall, 116 First Street, Neptune Beach, Florida 32266.

Attendance:

IN ATTENDANCE:

- Mayor Cori Bylund (*absent*)
- Vice Mayor Nia Livingston
- Councilor Tim Horvath
- Councilor Josh Messinger
- Councilor Brent Rogers (*absent*)

STAFF:

- City Manager Richard Pike
- City Attorney Paul Waters
- Police Commander Gary Stucki
- Senior Accountant Michael Owens
- Public Works Director Deryle Calhoun
- Community Development Director Heather Whitmore
- Parks and Sustainability Director Colin Moore
- Project Manager Blake West
- City Clerk Catherine Ponson

Call to Order/Roll Call/Pledge

Vice Mayor Livingston called the Town Hall Meeting to order at 7:15 p.m.

Public Comments

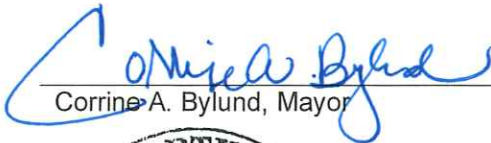
Vice Mayor Livingston asked for public comments. There were no requests to speak during the Town Hall meeting.

Adjournment

The Town Hall Meeting adjourned at 7:15 p.m.

ATTEST:


 Catherine Ponson, CMC
 City Clerk


 Corrine A. Bylund, Mayor

Approved: 06-01-2026



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