



MINUTES
WORKSHOP CITY COUNCIL MEETING
IMMEDIATELY FOLLOWING
SPECIAL BUDGET MEETING
MONDAY, SEPTEMBER 21, 2020, 6:10 P.M.
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, September 21, 2020, at 6:10 p.m., in Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida, 32266, and by Communications Media Technology, pursuant to Governor Executive Order Number 20-69, as extended by 20-112, 20-123, 20-139, 20-150, 20-179, and 20-193.

Attendance

IN ATTENDANCE:

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

STAFF:

City Manager Stefen Wynn
 City Attorney Zachary Roth
 Police Chief Richard Pike
 Chief Financial Officer Carl LaFleur
 Community Development Director Kristina Wright
 Grants and Resiliency Coordinator Colin Moore
 Senior Center Director Leslie Lyne
 Public Works Director Leon Smith
 Deputy Public Works Director Megan George
 Code Compliance Supervisor Piper Turner
 City Clerk Catherine Ponson

Call to Order

Mayor Brown called the workshop meeting to order at 6:10 p.m.

CITY MANAGER REPORT

City Manager Report

City Manager Stefen Wynn reported the following:

- The FY2020-2021 Budget has been the main focus of work.
- Labor negotiations with the public works union were conducted. This is the Northeast Florida Public Employee's Local 630.

COMMITTEE REPORTS

**Finance/Boards/
 Charter Review**

Committee Chairman Wiley reported the Finance Committee had been working on the budget and it had been adopted earlier. He thanked the Chief Financial Officer and Department Heads for their hard work.

**Land Use &
 Parks**

Committee Messinger reported the committee met on September 2, 2020. Jarboe Park permitting is still ongoing and we hope to have the permit from the St. Johns River Water Management District within the next 30 days. The ponds will be looked at for grant purposes. We should be receiving 30% plans for the stormwater project. The Florida Boulevard culvert should be going out to bid shortly. Grant opportunities were discussed and the prioritizing projects. We are looking at expanding the use of golf carts and

MOTION: **TO ADOPT ORDINANCE 2020-07, ADOPTING FINAL MILLAGE RATE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021**

Roll Call Vote:

Ayes: 5-Chin, Messinger, Wiley, Jones and Brown.

Noes: 0

MOTION CARRIED

Ord. No.
2020-08,
Final Budget

ORDINANCE NO. 2020-08 ADOPTING A FINAL BUDGET, SECOND READ AND PUBLIC HEARING: AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA, ADOPTING A FINAL BUDGET AND APPROPRIATE FUNDS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; AND PROVIDING AN EFFECTIVE DATE.

Public Hearing,
Budget

Mayor Brown opened the public hearing. There being no comments from the public, the public hearing was closed.

Made by Wiley, seconded by Messinger.

MOTION: **TO ADOPT ORDINANCE 2020-08, ADOPTING FINAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021**

Roll Call Vote:

Ayes: 5- Messinger, Wiley, Chin, Jones, and Brown.

Noes: 0

MOTION CARRIED

Parsons
Engineering.,
Task Order # 2

APPROVAL OF PARSONS ENGINEERING TASK ORDER #2 – ASSET INVENTORY PHASE II (SUPPLEMENTAL AGREEMENT 2). This is to accommodate additional surveying and engineering services required to continue the preparation of GIS maps. Also included is the update of the GIS maps for stormwater, wastewater and water. The tentative project schedule is the survey data collection would be completed in five months. The final Geodatabase and maps would be completed in three months.

Made by Messinger, seconded by Chin.

MOTION: **TO APPROVE TASK ORDER #2 - ASSET INVENTORY PHASE II (SUPPLEMENTAL AGREEMENT 2)**

Roll Call Vote:

Ayes: 5- Messinger, Wiley, Chin, Jones and Brown

Noes: 0

MOTION CARRIED

FDOT
Perpetual
Easements

APPROVAL OF PERPETUAL EASEMENTS TO FDOT. Mayor Brown explained that FDOT is requesting two easements for the Third Street/Bay Street pedestrian improvement project.

FDOT is planning to install a new crosswalk and pedestrian hybrid beacon at the intersection of Third Street and Bay Street in FY 21. FDOT will install blank-out signs restricting vehicles turning into the crosswalk when the beacon is activated. In addition,

FDOT will be constructing a small section of sidewalk within the proposed easement on the west side of Third Street in anticipation of a future path connection to Jarboe Park.

Councilor Messinger commented this is a worthwhile project. His only concern is making sure the design does not conflict with the future Vision Plan for bringing more pedestrian and connectivity to Third Street. He requested that FDOT loop in the overlay from Dover, Kohl & Partners in case the design needs to be tweaked to keep any future bike and pedestrian pathways in the Plan. The date of this project precedes the Vision Plan project.

Councilor Chin stated he looks forward to this as he has had several residents comment regarding the need for something in this area.

Vice Mayor Jones expressed this is a great project. He added that if there is a bike lane, it could be addressed with striping and bicycles could move freely through the intersection.

Grant and Resiliency Coordinator Colin Moore confirmed Councilor Wiley's inquiry that this project and the A1A/Atlantic Boulevard project are separate, but they will be led and mobilized at the same time in the next fiscal year.

Made by Wiley, seconded Messinger.

MOTION: **TO APPROVE THE FDOT PERPETUAL EASEMENTS FOR THE PEDESTRIAN SAFETY IMPROVEMENT PROJECT ALONG A1A**

Roll Call Vote:

Ayes: 5-Chin, Messinger, Wiley, Jones and Brown

Noes: 0

MOTION CARRIED

Adjournment There being no further business, the special meeting adjourned at 6:12 p.m.

Reopening of
Special Meeting Mayor Brown reopened the Special Council meeting at 6:45 p.m.

TRIM Notice Mayor Brown read into the record: "This is the millage public hearing for the City of Neptune Beach, Florida. The "Rolled-back" rate for the City of Neptune Beach is 3.2058 mills. The rate to be adopted reflects a 4.98% increase over the "Rolled-back" rate. The rate that is to be levied in this ordinance by the City Council is 3.3656. This is the same rate levied by the City last year, not the higher rate proposed on your Notice of Proposed Property Taxes from Duval County."

Motion for
Re-Vote Made by Messinger, seconded by Chin.

MOTION: **TO APPROVE ORDINANCE 2020-07, ADOPTING FINAL MILLAGE RATE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021**

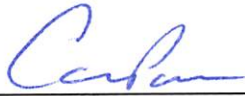
Roll Call Vote:

Ayes: 5-Chin, Messinger, Wiley, Jones and Brown

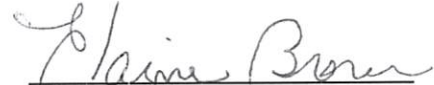
Noes: 0

MOTION CARRIED

The meeting adjourned at 6:46 p.m.



Catherine Ponson, CMC
City Clerk


Elaine Brown, Mayor

Approved: 10-5-2020





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SPECIAL CITY COUNCIL MEETING
MONDAY, SEPTEMBER 21, 2020, AT 6:00 P.M.
NEPTUNE BEACH, FLORIDA 32266

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 Senior Center Director Leslie Lyne
 Grants and Resiliency Coordinator Colin Moore
 Code Compliance Supervisor Piper Turner
 Code Enforcement Officer Denzel Dehm
 City Clerk Catherine Ponson

**Order
 Call/Pledge of
 Allegiance**

Mayor Brown called the Special Meeting to order at 6:00 p.m. Councilor Chin led the Pledge of Allegiance.

**Ord. No. 2020-07,
 Final Millage Rate**

ORDINANCE NO. 2020-07, ADOPTING FINAL MILLAGE RATE, SECOND READ AND PUBLIC HEARING. AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA, ADOPTING FINAL MILLAGE RATE AND LEVYING AD VALOREM TAXES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; SETTING FORTH CERTAIN INFORMATION REGARDING "ROLLED-BACK RATE"; DIRECTING THE CITY MANAGER TO ADJUST THE ADOPTED MILLAGE RATE IN THE EVENT OF CHANGES IN THE ASSESSMENT ROLL AND TAXABLE VALUE; PROVIDING AN EFFECTIVE DATE

**Public Hearing-
 Millage Rate**

Mayor Brown opened the public hearing. There being no comments from the public, the public hearing was closed.

Councilor Chin commented that the advertisement in the newspaper is required by State law and the millage rate has remained the same.

Made by Messinger, seconded by Wiley.

bicycles throughout the City. That language will be coming soon. Chris Chin and the Beautification Committee have been identifying places throughout the City for tree planting using the tree mitigation fund. The trees in Jarboe Park will also use the tree mitigation fund, and will be tied into the irrigation system.

**Strategic Planning
& Visioning**

Committee Chairman Jones reported the committee met on August 19 and 26, 2020. The final tweaks and discussions are being made on the Vision Plan. We will continue to work through the revisions using comments provided by Staff and the public. We are beginning to think about implementation. The goal is to have a final draft and move into a concurrent plan for the Comprehensive Plan and Land Development Code. There will be a meeting on September 23, 2020.

**Transportation &
Public Safety**

Vice Mayor Jones reported this committee met August 26, 2020. The committee has identified a list of short-term safety improvements. They include traffic calming around Florida Boulevard between Third Street and First Street and widening and alignment of sidewalks. This would be a milestone completing the gap in the East Coast Greenway. We will look at coordinating with FDOT on the appropriate crossing from where the it ends at Jarboe Park to First Street. COJ is evaluating the installation of a pedestrian beacon at Florida Boulevard and Kings Road. There was also discussion regarding the sidewalk construction fund.

PUBLIC COMMENT / NONE

PROPOSED ORDINANCES

**Proposed Ord. No.
2020-09, Millage
Rate Increase
Voting
Requirements**

Proposed Ordinance No. 2020-09, An Ordinance Creating Section 21-26 Regarding Voting Requirements for Certain Millage Rate Increases; Providing for Severability; Providing an Effective Date. Councilor Wiley stated this not to keep any council or future council from increasing the millage rate. It is simply brings into the voting process, another mechanism on something that is important to homeowners. He does not think this is asking too much and it does not take away that you can roll back taxes.

Vice Mayor Jones stated his only question is the basis for one-half mill. He wants to make sure we have done research to see if that is enough to warrant the increase. He added if there is an emergency or infrastructure needs, there is may be a Councilmember that does not want to raise the millage rate for any reason. He asked if there was a mechanism to address real needs.

Councilor Wiley explained that if the City has an emergency, the process would not happen that quick. The City could always borrow money to handle an emergency and the increase could always be taken back. He does not see any reason to worry that we could not come up with funding for emergencies.

Councilor Messinger communicated at the last meeting he had a requested a Staff report outlining what has been done in other municipalities and to hear legal recommendations. He added this is good legislation but agrees with Vice Mayor Jones regarding Councilmembers raising taxes. He would like Staff to weigh in before moving it forward.

Councilor Chin stated there were other triggers that would precede this process if we tried to initiate a millage rate change. He would also appreciate seeing a report on what other municipalities are doing or have done in this situation.

Councilor Wiley commented that there were other ordinances that are passed that have not been into this much depth. He understands about emergencies and the City can handle those. These are our homeowners, City, and our millage rate. This has nothing to

do with other cities. We have brought it to workshop, and this is good discussion. It is not enough to keep postponing it.

Mayor Brown reported that this ordinance would be deferred until Staff reports have been submitted.

City Attorney Zachary Roth confirmed Councilor Wiley's inquiry that a Councilor can request an item be placed on the agenda.

Proposed
Ordinance, R-4 Lot
Split Moratorium

Proposed Ordinance No. 2020- An Ordinance of the City Of Neptune Beach, Florida, Extending A Temporary Moratorium To Prohibit The Acceptance or Processing of any Application for a Development Order or Any Other Official Action of the City Having the Effect of Permitting or Allowing for the Application of a Plat or Replat in the R-4 Zoning District as set forth in Chapter 27, Unified Land Development Regulations, Division 3, Sections 27-101 through 27-102, Platting Requirements Chapter 27, Unified Land Development Regulations, Division 4 Section 27-105 through 27-109, Minor Replat Requirements, and 27-110 Temporary Moratorium; Providing for a Temporary Moratorium Term to be Extended if Necessary by the City Council; Providing for Early Termination; Providing for Conflicts; Providing for Severability; Providing an Effective Date.

Mr. Roth explained that initially, the first moratorium was on the PUD application and was on a March time track. We also had another moratorium on lot splits in the R-4 zoning district. Both of these were done to allow the Dover, Kohl & Partners process to work through and see what we need to do, if anything, to our Code to address concerns about these two items.

Throughout the discussion, it was his interpretation from Council that once it comes time to extend the R-4 lot split moratorium to the extent it is not ready to be lifted, that the two moratoriums could be tied together. Then, we would not have to extend them at different times. This was intended essentially, because the moratorium on the R-4 lot split will expire three days before the December 7th, 2020, Council meeting. Hopefully by next November, the whole process will be close to complete and we won't need to extend, but if we do, they can be done at the same time.

Vice Mayor Jones stated this is a valid purpose when evaluating codes that it is in our right to extend a moratorium when going through that process.

Councilor Messinger commented he agrees with moving forward and keeping our timeline and now there is an opportunity to accelerate it.

Councilor Chin remarked it makes sense to synchronize it with the timing of the Code rewrite.

Councilor Wiley expressed that he did not support this ordinance a year ago and he does not support it now.

Hand Vote to
Move to October
5, 2020

Councilor Chin, Councilor Messinger, Vice Mayor Jones and Mayor Brown raised their hands in support of moving this ordinance to first read on October 5, 2020.

Proposed
Ordinance, PUD
Moratorium

Proposed Ordinance No. 2020- An Ordinance of the City of Neptune Beach, Florida, To Further Extend a Temporary Moratorium to Prohibit the Acceptance or Processing of Any Application for a Special Exception Permit, Development Order, or any other Official Action of the City Having the Effect of Permitting or Allowing for the Application of a Planned Unit Development as set forth in Chapter 27, Unified Land Development Regulations, Section 27-244, Planned Unit Development, and Section 27-244.1,

Temporary Moratorium; and Providing an Effective Date.

Councilor Wiley stated he voted for this before. It is an extension on an extension to another extension, but he does support this.

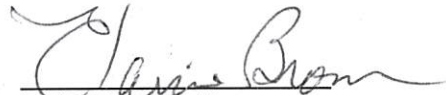
CONSENSUS:

**TO MOVE THE PROPOSED ORDINANCE FOR THE PUD
MORATORIUM TO FIRST READ ON OCTOBER 5, 2020**

PUBLIC COMMENT / NONE

Adjournment

There being no further business, the workshop meeting adjourned at 6:45 p.m.


Elaine Brown, Mayor

ATTEST:


Catherine Ponson, CMC
City Clerk



Approved: 10-5-2020