



MINUTES
SPECIAL CITY COUNCIL MEETING
MONDAY, NOVEMBER 15, 2021, 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 on Monday, November 15, 2021, 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 Fred Jones (6:16 p.m.)
Councilor Kerry Chin
Councilor Lauren Key
Councilor Josh Messinger (*absent*)

STAFF:

City Manager Stefen Wynn
City Attorney Zachary Roth
Police Chief Richard Pike
Commander Michael Key
Commander Gary Snyder
Public Works Director Jim French
Senior Center Director Leslie Lyne
Grant and Resiliency Coordinator Colin Moore
Community Development Director Kristina Wright
City Clerk Catherine Ponson

**Call to Order/Roll
Call/Pledge**

Mayor Brown called the meeting to order at 6:00 p.m. and Police Chief Richard Pike led the Pledge of Allegiance.

**Res. No. 2021-17,
Declaring a
Namesake
Roadway**

Resolution No. 2021-17, A Resolution of the City of Neptune Beach Honoring Officer Paul "Eddie" Bounds and Declaring a Namesake Roadway.

Made by Key, seconded by Chin.

MOTION:

**TO ADOPT RESOLUTION NO. 2021-17, DEDICATING SEAGATE
AVENUE FROM A1A TO PENMAN ROAD, AS OFFICER PAUL
"EDDIE" BOUNDS- LEGACY LANE**

Roll Call Vote:

Ayes: 3-Chin, Key, and Brown.

Noes: 0

**Proclamation,
Eddie Bounds Day**

Mayor Brown, Councilor Chin, Councilor Key, and Chief Richard Pike read and presented Officer Bounds' family, Janice, Cayla and Tyler, a proclamation declaring every June 3 hereafter, Eddie Bounds Day in Neptune Beach.

Officer Bounds devoted his entire adult life to serve Neptune Beach and the beaches community as a law enforcement officer. He also devoted hundreds of off-duty hours to assist in coaching the Fletcher High School football and baseball teams. He has left a legacy that will live forever.

Janice Bounds thanked the City and Council for honoring her late husband, Officer Paul "Eddie" Bounds.

Ord. No. 2021-12,
FY22 Budget
Amendment

Ordinance No. 2021-12, Second Read and Public Hearing, An Ordinance Amending the Operating Budget for the City of Neptune Beach, Florida for Fiscal Year 2022. Beginning October 1, 2021 and Ending September 30, 2022

Public Hearing

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

Made by Chin, seconded by Key,

MOTION: **TO ADOPT ORDINANCE NO. 2021-12, FY2022 BUDGET AMENDMENTS ON SECOND READ**

Ayes: 4- Key, Chin, Jones and Brown
Noes: 0

MOTION CARRIED

Supplemental
Agreement No. 1,
Jones Edmonds

Supplemental Agreement No. 1 with Jones Edmonds and Associates for the Preparation of Utility Response Plans. Public Works Director Jim French explained that America's Water Infrastructure Act of 2018 (AWIA) contains requirements and deadlines for community water systems including updating the Risk and Resiliency Assessment (RRA) and certifying its completion to the EPA by June 30, 2021, and updating the Emergency Response Plans (ERP) and certifying its completion to the EPA within six months of certifying the RRA.

Staff coordinated with Jones Edmonds, a consultant engaged through one of CONB's continuing service contracts, to provide the ERP updates. Staff determined the proposed total fee of \$41,964.00 to be reasonable for the scope of services provided.

Mr. French confirmed Councilor Key's inquiry that this is a federal requirement and not something the City is doing on its own.

Mr. Wynn advised there would be another supplemental agreement for Jones Edmonds next month for stormwater improvements.

Made by Key, seconded by Jones.

MOTION: **TO APPROVE SUPPLEMENTAL AGREEMENT NO. 1 WITH JONES EDMONDS AND ASSOCIATES FOR THE PREPARATION OF UTILITY RESPONSE PLANS IN THE AMOUNT OF \$41,964**

Roll Call Vote:
Ayes: 4-Chin, Key, Jones, and Brown
Noes: 0

MOTION CARRIED

Beaches Town
Center Holiday
Lighting

Consideration of Approval of Beaches Town Center 2021-2022 Holiday Lighting Request. Beaches Town Center President Richard Arthur stated the lighting has started in the Beaches Town Center in 2014. This is the second time they have asked for assistance. They are planning to wrap 281 Palms at \$100 each. Neptune Beach, Atlantic Beach and the Beaches Town Center Agency would split the total cost of \$30,600.

Made by Jones, seconded by Key.

MOTION: **TO APPROVE THE 2021 HOLIDAY LIGHTING FOR THE BEACHES**
TOWN CENTER IN THE AMOUNT OF \$10,200

Roll Call Vote:

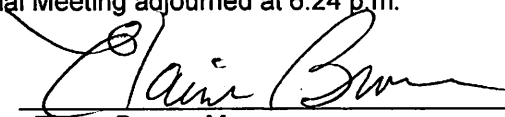
Ayes: 4-Key, Chin, Jones, and Brown

Noes: 0

MOTION CARRIED

Adjournment

There being no further business, the Special Meeting adjourned at 6:24 p.m.


Elaine Brown, Mayor

ATTEST:


Catherine Ponson, CMC
City Clerk

Approved: 12-06-2021





MINUTES
WORKSHOP CITY COUNCIL MEETING
IMMEDIATELY FOLLOWING SPECIAL MEETING
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266
MONDAY, NOVEMBER 15, 2021, 6:24 P.M.

Pursuant to proper notice, a Workshop City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, November 15, 2021, at 6:24 p.m., in Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida, 32266

Attendance**IN ATTENDANCE:**

Mayor Elaine Brown
 Vice Mayor Fred Jones
 Councilor Kerry Chin
 Councilor Lauren Key
 Councilor Josh Messinger(*absent*)

STAFF:

City Manager Stefen Wynn
 City Attorney Zachary Roth
 Police Chief Richard Pike
 Public Works Director Jim French
 Grant and Resiliency Coordinator Colin Moore
 Senior Center Director Leslie Lyne
 Community Development Director Kristina Wright
 City Clerk Catherine Ponson

**Call to
Order/Roll Call**

Mayor Brown called the workshop meeting to order at 6:24 p.m.

AWARDS / PRESENTATIONS / GUESTS / NONE

DEPARTMENTAL SCORE CARD

City Manager Stefen Wynn presented the Departmental Score Card. He reviewed each department's current and upcoming events and projects.

The Departmental Score Cards are posted on the City website at: <https://www.ci.neptune-beach.fl.us/city-manager/pages/city-manager-reportsdepartmental-score-cards>

**Police Chief
Report**

Police Chief Richard Pike presented the monthly crime analysis report. He reported that the plan for Pete's Thanksgiving Day event is in place. He thanked everyone who participated in the Chief's Walk on November 3, 2021. He mentioned that Movies with the Mayor on November 19, 2021, showing E.T. would be completely funded by Community First. He also reported that the No Empty Stockings program is well on its way and they would be helping 26 kids and delivering 12 Thanksgiving dinners.

COMMITTEE REPORTS

Finance Councilor Key reported that the Finance Committee met on November 10, 2021, and discussed FY21 closeout process, FY21 Audit, FY22 budget amendments and process, ARPA funding discussion, new purchase authorization process and the CFO search.

Strategic Planning/
Transportation
& Public Safety Vice Mayor Jones reported that in lieu of the meeting, there was a ribbon cutting for the East Coast Greenway on November 4 in conjunction with the Safe Streets Summit in Jacksonville. He sees us as a model community building support around active transportation and bicycle pedestrian safety.

PROPOSED ORDINANCES

Proposed Ordinance, Emergency Management
Proposed Ordinance No. 2021- An Ordinance Creating a New Article VIII, Emergency Management, within Chapter 2, Administration; Providing for Severability; Providing an Effective Date.

Councilor Key questioned how we came about the wording and verbiage used in the ordinance.

City Attorney Zachary Roth explained that when COVID-19, in reviewing the City's ordinance, we were underprepared for a situation like that. We were also underprepared for other situations that we are likely to encounter, such as a hurricane, in terms of the powers that the City has regarding residents and businesses.

He continued that this ordinance is a blend of Jacksonville Beach and Orange Park. He expressed that this is a draft. When he submits ordinances to Council, he hopes there is not a lot of discussion. That is not what this is. This is designed to elicit feedback in response from the Council wants in terms of the power of the City, in the event of an emergency. There are some things that are statutory based. But there are areas where there is room for adjustment. His main point is that he is interested in hearing what Council has to say.

Councilor Key stated that she had reviewed everything and had conversations with the City Manager. Since we have a Council-Manager form of government and our sister city have done this since 2008, she wants to give the authority to Council, unless there's not a quorum, then it goes to Mayor and City Manager versus the automatic power going to Mayor and City Manager. As a Council, if we all have equal voting rights and legislative powers, her preference would be to see this as a Council-Manager situation and if there's not a quorum then defaulting to the Mayor and City Manager.

She also stated that she would prefer the duration of the declaration to be 30 days as opposed to the 60 days currently proposed.

Mr. Roth confirmed Councilor Chin's statement there would be time to submit any notes about things Council would like expounded. Mr. Roth would present it in redline format in order for the changes to be seen.

Made by Jones, seconded by Chin.

MOTION: **TO MOVE THE PROPOSED ORDINANCE TO FIRST READ ON DECEMBER 6, 2021**

Roll Call Vote:

Ayes: 4-Key, Chin, Jones and Brown.
Noes: 0

MOTION CARRIED**CONTRACTS / AGREEMENTS**

Local Option Gas Tax Interlocal Agreement Local Option Gas Tax Interlocal Agreement. Mayor Brown stated that this needs to be sent to the City of Jacksonville by January 1, 2022. The formula is the same with the added gas tax.

City Attorney Zachary Roth advised that there was no prohibition on taking action during a workshop.

Made by Chin, seconded by Key.

MOTION:**TO APPROVE THE LOCAL OPTION GAS TAX INTERLOCAL AGREEMENT**

Roll Call Vote:

Ayes: 4-Chin, Key, Jones, and Brown.

Noes: 0

MOTION CARRIED

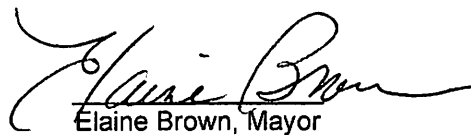
Public Comment Scott Wiley, 723 Davis Street, Neptune Beach, spoke regarding the emergency powers ordinance. He added this needs to be looked at closely.

COUNCIL COMMENTS

Councilor Chin pointed out that there are telecom installations being installed in Summer Sands. There is preemption from the State that takes away the City's regulation and control over the placement of wireless communication.

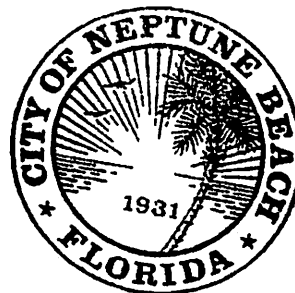
Vice Mayor Jones commented that there would be a lot of competitive grant opportunities with the passing of the infrastructure bill.

Adjournment There being no further business, the Workshop meeting adjourned at 6:44 p.m.


Elaine Brown, Mayor

ATTEST:


Catherine Ponson, CMC
City Clerk



Approved: 12-06-2021