



MINUTES
SPECIAL CITY COUNCIL MEETING
MONDAY, NOVEMBER 18, 2019, AT 6:00 P.M.
COUNCIL CHAMBERS, 116 FIRST STREET
NEPTUNE BEACH, FLORIDA

Pursuant to proper notice a Special Meeting of the City Council of the City of Neptune Beach was held Monday, November 18, 2019, at 6:00 p.m. in the City Hall Council Chambers, 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:

Interim City Manager Leon Smith
 City Attorney Zachary Roth
 Chief of Police Richard Pike
 Deputy Public Works Director Megan George
 Finance Director Peter Kajokas
 City Clerk Catherine Ponson

**Order
Call/Pledge**

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

Mayor Brown asked for a moment of silence for Steve Ramsey, former Finance Director, who passed away on Friday, November 8, 2019.

**Res. No. 2019-12,
Budget
Amendment**

Resolution No. 2019-12, A Resolution Amending the Operating Budget for the City of Neptune Beach, Florida, for Fiscal Year 2019, beginning October 1, 2018 and ending September 30, 2019.

Peter Kajokas, Finance Director, reviewed the budget amendment for FY 2019.

Made by Messinger, seconded by Wiley.

MOTION: **TO APPROVE RESOLUTION 2019-12, AMENDING THE OPERATING BUDGET FOR THE CITY OF NEPTUNE BEACH, FLORIDA, FOR FISCAL YEAR 2019, BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019.**

Roll Call Vote:

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

MOTION CARRIED

COMMENTS FROM THE PUBLIC / NONE

Adjournment

There being no further business, the special meeting adjourned at 6:07 p.m.



Catherine Ponson, City Clerk


Elaine Brown, Mayor

Approved: _____

12/2/19



MINUTES
WORKSHOP CITY COUNCIL MEETING
MONDAY, NOVEMBER 18, 2019, 6:07 P.M.
NEPTUNE BEACH CITY HALL, 116 FIRST STREET
NEPTUNE BEACH, FLORIDA

Pursuant to proper notice a Workshop City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, November 18, 2019, at 6:07 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: Interim City Manager Leon Smith City Attorney Zachary Roth Police Chief Richard Pike Finance Director Peter Kajokas Deputy Public Works Director Megan George Community Development Director Kristina Wright City Clerk Catherine Ponson, CMC
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Call to Order Mayor called the workshop meeting to order at 6:07 p.m.

AWARDS / PRESENTATIONS / RECOGNITION OF GUESTS

CMC Presentation Northeast Director of the Florida Association of City Clerks presented Neptune Beach City Clerk Catherine Ponson with her Certified Municipal Clerk Certificate.

CITY MANAGER REPORT

City Manager Report Interim City Manager Leon Smith reported:

- Davis Street would be closed for construction purposes.
- New City Manager Stefen Wynn would be in town this week.

Police Chief Report Chief of Police Richard Pike reported:

- Movies with the Mayor is scheduled for Saturday, November 23, 2019 and the Jacksonville Symphony Orchestra would be performing at 4:30 before the movie.

COMMITTEE REPORTS

Land Use and Parks Committee Chairman Messinger reported that his committee meeting had been deferred until Tuesday, November 27, 2019.

Strategic Planning & Visioning-Transportation/Public Safety Committee Chairman Jones reported that the Strategic Planning and Visioning Committee and Transportation/Public Safety Committees had been deferred.

Finance/Boards/
Charter Review

Committee Chairman Wiley reported his committee met on Wednesday, November 13, 2019. His committee discussed the budget amendment that was passed earlier. He stated that the senior center lease had been extended until April 2020 and the owner of that building would be in town in December and would meet to discuss that lease.

PUBLIC COMMENTSPublic
Comment

Shellie Thole, 217 Oleander Street, Neptune Beach, spoke regarding renting to a business in the Neptune House. She added that there should be parameters in place before renting a community structure to a commercial entity.

PROPOSED ORDINANCES / NONE**CONTRACTS / AGREEMENTS**Use Agreement
for Neptune
House

Use Agreement between Dance Trance and the City of Neptune Beach. City Attorney Zachary Roth explained that the City had been approached by Jay Handline, Dance Trance Fitness, to utilize Neptune House for eight hours a week. Mr. Roth had drafted a use agreement for Council review. He added that it is important that this is not a lease. The rate would be \$50 an hour.

Councilor Wiley reported he had spoken with Mr. Handline regarding the use of Neptune House. Mr. Handline confirmed that there were over 100 members with 15-25 attending each class.

Councilor Wiley stated that the use of Neptune House had not been what was expected and that may be due to the rate structure. He added that the application stated that reoccurring use was prohibited. He added he had concerns regarding opening it to a business for profit.

Vice Mayor Jones stated he had concerns with the space limitations and we would need to clarify some of the potential conflicts that may arise.

Mr. Roth explained that he had built into the agreement that the City can provide notice that the facility would not be available at a certain time and give 24 hours' notice.

Councilor Messinger stated he had concerns with discounting the rent based on the installation of the flooring.

Councilor Chin reported he had spoken with Mr. Handline and had discussed the key points of using the space. He added he too had concerns regarding having recurring businesses use the space. This is something that need to be discussed.

Jay Handline, Dance Trance, 214 Orange Street, Neptune Beach, stated that he had presented a proposal with a great deal of flexibility.

Discussion ensued regarding floor installation, offering free classes to the community, and what the broader policy goal is with Neptune House regarding renting to recurring customers.

Mr. Roth stated he would take the comments from this meeting and present something for everyone to consider.

ISSUE DEVELOPMENT

Notification of Property Owners of Proposed Ordinance Notification of Property Owners in the R-4 Zoning District of Proposed Lot Split Moratorium. Mr. Roth explained that he had drafted a letter for property owners based on the notice regarding Ordinance No. 2019-10.

Mayor Brown stated that this will be moved along and sent out to the property owners.

Concrete Purchase Concrete Purchase for Florida Boulevard Path Widening. This is needed to complete the East Coast Greenway Trail.

Councilor Chin expressed he supports this project and would like to make sure we preserve heritage trees in the pathway.

Councilor Messinger stated his concern is making sure this is properly engineered and finished. He also would like to see the large trees and root systems preserved.

Vice Mayor Jones explained that getting the appropriate geotechnical work and the subsurface utility coordination ahead of time is important.

Councilor Wiley commented that he would like the City to save the trees while constructing the sidewalk.

CONSENSUS: **TO AUTHORIZE THE INTERIM CITY MANAGER TO PROCEED WITH THE PURCHASE OF THE CONCRETE FOR THE FLORIDA BOULEVARD PATH WIDENING**

Res. No. 2019-13, USBR-1 Resolution No. 2019-13, A Resolution Expressing Approval and Support for the Development of United States Bike Route 1 (USBR 1). This is to support United States Bike Route 1 which would run through Neptune Beach.

CONSENSUS: **FORWARD RESOLUTION NO. 2019-13 TO THE DECEMBER 2, 2019, AGENDA.**

PUBLIC COMMENT

Public Comment Charles Miller, 512 South Street, Neptune Beach, spoke regarding the potential flooring in the Neptune House and ADA compliance and maintenance.

COUNCIL COMMENTS

Councilor Messinger stated that the contract costs for building inspection has increased and the Council and City staff should explore bringing a building inspector in-house.

Councilor Chin agreed with Councilor Messinger in terms of bringing a building inspector in-house.

Mr. Roth commented that the City would continue enforcing the provisions of the Code regarding tree preservation.

Adjournment There being no further business, the workshop meeting adjourned at 7:53 p.m.


Elaine Brown, Mayor

ATTEST:


Catherine Ponson, City Clerk

Approved: 11/19/19

