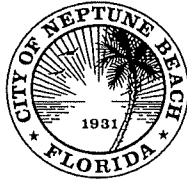


**SPONSORED BY:
COUNCILOR KEY**



ORDINANCE NO. 2022-09

A BILL TO BE ENTITLED

**AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA,
AMENDING SECTION 2-28, AGENDA; PROVIDING FOR CONFLICTS;
PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE
DATE.**

WHEREAS, the City Council of the City of Neptune Beach frequently evaluates requests for approval of funding for projects and other expenditures; and

WHEREAS, in evaluating such requests, backup documentation such as budgets, funding sources, historic expenditures, and related items assist the City Council in preparing questions and determining the appropriate response to such requests; and

WHEREAS, the Code of Ordinance of the City of Neptune Beach currently does not require any specific information be provided to the City Council at the time of preparation of the agenda regarding such matters; and

WHEREAS, the City Council desires to require certain information be included in all agenda packages provided to the City Council when certain matters are placed on the agenda; and

WHEREAS, the City Council has determined that such requirements will advance the City's interest in ensuring efficient and proper evaluation of financial matters brought before it.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL ON BEHALF OF THE PEOPLE OF THE CITY OF NEPTUNE BEACH, FLORIDA that:

SECTION 1. Section 2-28, of the Code of Ordinances of the City of Neptune Beach, Florida is hereby amended as follows:

Sec. 2-28. – Agenda.

All reports, communications, ordinances, resolutions, contract documents or other matters to be submitted to the city council shall, at least by noon of the Wednesday preceding each council meeting, be prepared by the city manager and delivered to the city clerk. The city clerk shall immediately arrange a list of such matters according to the order of business and furnish each member of the council, the mayor, the city manager and the city attorney with a copy of the same prior to the

council meeting and as far in advance of the meeting as time for preparation will permit. None of the foregoing matters shall be presented to the council by administrative officials except those of an urgent nature, and the same, when so presented, shall have the written approval of the mayor or city manager before presentation.

When an agenda item seeks approval of the city council for the expenditure of funds, support documentation for the request shall be included in the materials provided to the city council. The types of information to be provided include, as appropriate, budgets, revenue sources, historic expenditures, cost estimates, contracts, and other information demonstrating the source of funding and the total cost of the matter if approved.

SECTION 2. Conflict. All ordinances, resolutions, official determinations or parts thereof previously adopted or entered by the City or any of its officials and in conflict with this ordinance are repealed to the extent inconsistent herewith.

SECTION 3. Severability. If a Court of competent jurisdiction at any time finds any provision of this Ordinance to be unlawful, illegal, or unenforceable, the offending provision shall be deemed severable and removed from the remaining provisions of this Ordinance which shall remain in full force and intact.

SECTION 4. Effective Date. This ordinance shall take effect upon final reading and approval.

VOTE RESULTS OF FIRST READING:

Mayor Elaine Brown	YES
Vice Mayor Kerry Chin	YES
Councilor Nia Livingston	YES
Councilor Lauren Key	YES
Councilor Josh Messinger	YES

Passed on First Reading this 5th day of December, 2022.

VOTE RESULTS OF SECOND AND FINAL READING:

Mayor Elaine Brown	YES
Vice Mayor Kerry Chin	YES
Councilor Nia Livingston	YES
Councilor Lauren Key	YES
Councilor Josh Messinger	YES

Passed on Second and Final Reading this 6th day of February, 2023.

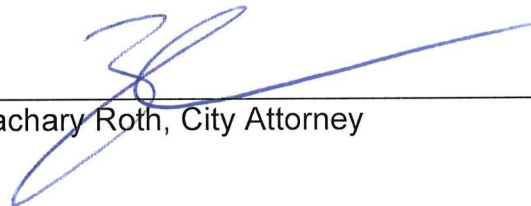

Elaine Brown, Mayor

ATTEST:


Catherine Ponson, City Clerk



Approved as to form and content:


Zachary Roth, City Attorney