



MINUTES
REGULAR CITY COUNCIL MEETING
MONDAY, MARCH 2, 2020, 6:00 P.M.
NEPTUNE BEACH CITY HALL, 116 FIRST STREET
NEPTUNE BEACH, FLORIDA

Pursuant to proper notice a Regular Meeting of the City Council of the City of Neptune Beach was held on Monday, March 2, 2020, at 6:00 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:

City Manager Stefen Wynn
City Attorney Zachary Roth
Police Chief Richard Pike
Commander Gary Snyder
Finance Director Peter Kajokas
Public Works Director Leon Smith
Community Development Director Kristina Wright
Grant and Resiliency Coordinator Colin Moore
City Clerk Catherine Ponson

**Call to Order/Roll
Call**

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

APPROVAL OF MINUTES

Minutes

Made by Wiley, seconded by Chin.

MOTION: TO APPROVE THE FOLLOWING MINUTES, AS AMENDED:

February 3, 2020, Regular City Council Meeting
February 18, 2020, Workshop City Council Meeting

Roll Call Vote:

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

MOTION CARRIED

COMMUNICATIONS AND CORRESPONDENCE

CITY MANAGER REPORT

**City Manager
Report**

City Manager Wynn stated he did not have a report and he would be presenting business items on the agenda at this meeting.

**City Attorney
Report**

City Attorney Zachary Roth updated the Council on the major legislative bills being considered at the state legislature this session.

ORDINANCES

Ord. No. 2020-01,
PUD Moratorium
Extension

Ordinance No. 2020-01, Chapter 27, Unified Land Development Regulations, Article IV, Land Use, Section 27-245, Temporary Moratorium Extension, First Read and Public Hearing. An Ordinance of the City of Neptune Beach, Florida, To 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 27-245, 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; and Providing an Effective Date

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

Councilor Wiley questioned if there was a time limit on extending this moratorium.

Mr. Roth answered that as long as the City is engaged in a process and it is recognized that could take a longer period of time, then is acceptable.

Vice Mayor Jones inquired if the extension could be 18 months due to the Dover, Kohl & Partners (DKP) schedule of updating the Comprehensive Plan and the Land Development Code.

Mr. Roth explained there was also an ordinance previously adopted that placed a moratorium on splitting of lots in the R-4 zoning district that would expire in December, 2020. Both ordinances could be addressed at that time, as the City would have a better idea of the status of the DKP process.

Councilor Messinger questioned the gap between the expiration of the original ordinance and the adoption of this extension.

Mr. Roth stated that he did not see a concern due to the process involved with an application.

Councilor Chin asked for clarification of the strike-throughs in the new ordinance and if there were additions to the initial moratorium.

Mr. Roth explained this was to show the difference in the move from the original to the new in order to amend the Code.

Made by Messinger, seconded by Jones.

MOTION: **TO PASS ORDINANCE NO. 2020-01 ON FIRST READ**

Roll Call Vote:

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

MOTION CARRIED

PUBLIC COMMENTS

Public Comment

Ginny Thurson, 1200 7th Street, Neptune Beach, thanked Council and City staff for their efforts on the East Coast Greenway Trail and installing the No Parking signs.

NEW BUSINESS**RTA Consulting
Agreement**

Professional Services Agreement with RTA Consulting. Mr. Wynn explained that the parking consultant agreement with RTA Consulting would expire on March 4, 2020. He stated that the new proposed amended agreement better delineates what is expected and adds provisions to protect the City. It is an extension for one year.

Councilor Wiley stated that this program needs to move forward and Mr. Wynn confirmed his inquiry that there are sections for termination for cause and convenience.

Councilor Chin stated that that there was confusion regarding the signage regarding public and private lots and pricing. He added there should be consistent signage. Mr. Wynn stated that there is a marketing firm being brought in that would help educate the public and that would include signage that would flow and be easier to understand.

Councilor Messinger asked for a clear path for implementation of the parking program. Mr. Wynn explained there is a punch list to get to final implementation. Progress is being made toward that. One of the items to get to final implementation is the purchase of a vehicle, which is on the agenda at this meeting.

Made by Messinger, seconded by Jones.

MOTION: **TO APPROVE THE AMENDED RTA CONSULTING PROFESSIONAL SERVICES AGREEMENT**

Roll Call Vote:

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

MOTION CARRIED

**Pay for Parking
Vehicle**

Waiver of Procurement Policy to Purchase Vehicle for Pay for Parking Program. Mr. Wynn explained that to get the parking program implemented. Part of that is to purchase a vehicle. He is requesting Council waive the procurement policy to expedite that process. A UTV (Utility Terrain Vehicle) is proposed that would be gas-powered.

Discussion ensued regarding costs, types of vehicles, and noise level.

Made by Messinger, seconded by Chin.

AMENDED MOTION: **TO RECOMMEND PURCHASE OF AN ELECTRIC VEHICLE (EV) FOR THE PARKING PROGRAM**

Roll Call Vote:

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

MOTION CARRIED

Councilor Wiley suggested the City Manager bring back brochures and prices for different electric vehicles at the next workshop.

Vice Mayor Jones asked if there was ample time to review vehicles and meet the deadline for the parking program to begin.

Mr. Wynn stated that the sooner the City can get something purchased the better. It would depend if there are electric vehicles in stock. He added that in order to be fully

implemented, this vehicle has to be in place.

Councilor Messinger asked Mr. Wynn if there is a "not to exceed" price what would he feel comfortable that could alleviate pricing concerns or should there be a special council meeting. Mr. Wynn stated that \$21,000 would be sufficient.

Councilor Chin commented that he is not opposed to a special meeting. He questioned how to expedite this while having the ability to look at the options.

Councilor Messinger reminded Council that in reviewing the financials for the parking program, there was \$25,000 in Capital Outlay associated with a golf cart.

Councilor Wiley reiterated that Mr. Wynn should bring back prices for several vehicles and have Council review them and then approve it.

Mayor Brown suggested scheduling a special meeting to look at what Mr. Wynn has chosen and approve it at a special meeting before the next workshop.

Mr. Wynn stated that he would not be overburdened with the task of finding options for the Council with the not to exceed amount. He added he would communicate with the Finance Director.

Made by Jones, seconded by Wiley.

MOTION: **TO WAIVE THE BID PROCEDURES, SECTIONS 2-376-2-387, AND AUTHORIZE UP TO \$25,000 WITH FULL APPROVAL OF THE VEHICLE AT A SPECIAL MEETING, AS AMENDED**

Roll Call Vote:

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

Noes: 0

MOTION CARRIED

POD Agreement

Closed Point of Dispensing (POD) Memorandum of Agreement with Duval County Health Department. Commander Gary Snyder explained that there is an expired agreement with the Duval County Health Department for a Closed POD (Point of Dispensing). Due to the current Coronavirus, the agreement for a closed POD should be renewed. The CDC (Center for Disease Control) Strategic National Stockpile has large quantities of medicine and medical supplies to protect the American public during an epidemic. This agreement authorizes the County to send the City their share of medicine. The draft of the new agreement is still in process. There are still issues to be decided, such as storage and the amount that would be stored.

Councilor Chin stated that one of the requirements was that the City would provide medical professionals to manage the POD. Commander Snyder replied that was one of the issues that would be discussed when finalizing the agreement.

Councilor Messinger asked if there was room to negotiate the agreement or do we need to move forward this evening. Commander Snyder stated that it does not need to be approved tonight. There are options that would include all of the beaches utilizing the same POD.

Councilor Wiley stated that there is not enough information yet and possibly a representative from the Duval County Department of Health could be present at a later meeting.

Councilor Messinger proposed the City Manager and City Attorney get the most up-to-date version of the agreement and begin vetting it. He also stated that, if necessary, there could be a Special Council Meeting for this one item.

Mayor Brown requested to move forward with finalizing the agreement to bring to Council.

COUNCIL COMMENTS

Councilor Messinger announced that the Beautification Committee, Land Use and Parks Committee and City staff have been working to get a significant amount of new hardwood trees planted in the City. This has been forwarded to the Jacksonville Tree Mitigation Fund for 40 hardwood trees for approval at no cost to the City. Utilities have been identified regarding placement. Neighbors have been notified and have committed to water the trees. Public Works has a plan in place for the trees in the City right-of-way.

Councilor Wiley questioned the watering and replenishing of the palm trees on 1st Street. Public Works Director Leon Smith stated that his staff has been working in that area.

Adjournment

There being no further business, the meeting adjourned at 7:05 p.m.


Elaine Brown, Mayor

Attest:


Catherine Ponson, CMC
City Clerk

Approved:

4-20-2020

