

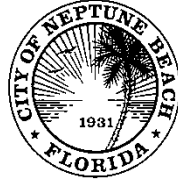


**AGENDA**  
**Regular City Council Meeting**  
**Monday, February 3, 2020, 6:00 PM**  
**Council Chambers, 116 First Street, Neptune Beach, Florida**

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. AWARDS / PRESENTATIONS / RECOGNITION OF GUESTS
3. APPROVAL OF MINUTES
  - A. January 6, 2020, Regular City Council Meeting  
January 9, 2020, City Council/Dover, Kohl & Partners Meeting  
January 9, 2020, Community Vision Plan Kickoff Presentation  
January 21, 2020, Workshop City Council Meeting
4. COMMUNICATION / CORRESPONDENCE / REPORTS

|                |                        |
|----------------|------------------------|
| • Mayor        | • City Attorney        |
| • City Council | • City Clerk           |
| • City Manager | • Departmental Reports |
5. COMMENTS FROM THE PUBLIC
6. CONSENT AGENDA / NONE
7. VARIANCES / SPECIAL EXCEPTIONS / DEVELOPMENT ORDERS / NONE
8. ORDINANCES / NONE
9. OLD BUSINESS / NONE
10. NEW BUSINESS / NONE
11. COUNCIL COMMENTS
12. ADJOURN

p. 2



**MINUTES**  
**REGULAR CITY COUNCIL MEETING**  
**MONDAY, JANUARY 6, 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, January 6, 2020, at 6:00 p.m. in the Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida

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|             |   |   |
|-------------|---|---|
| Attendance: | <b>IN ATTENDANCE:</b><br>Mayor Elaine Brown<br>Vice Mayor Fred Jones<br>Councilor Kerry Chin<br>Councilor Scott Wiley<br>Councilor Josh Messinger | <b>STAFF:</b><br>City Manager Stefen Wynn<br>City Attorney Zachary Roth<br>Police Chief Richard Pike<br>Public Works Director Leon Smith<br>Community Development Director Kristina Wright<br>Commander Michael Key<br>Commander Gary Snyder<br>City Clerk Catherine Ponson |
|-------------|---|---|

Call to Order/Roll Call      Mayor Brown called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

**AWARDS / PRESENTATION / RECOGNITION OF GUESTS**

Presentation to Interim City Manager      Mayor Brown presented Interim City Manager Leon Smith with a plaque and card for serving as Interim City Manager during the City Manager hiring process. She thanked him and recognized him for his hard work and effort during the transition.

New City Manager Oath      Mayor Brown administered the Oath of Office to City Manager Stefen Wynn whereas he respectfully assumed the duties of City Manager.

**APPROVAL OF MINUTES**

Minutes      Made by Jones, seconded by Wiley.

**MOTION:      TO APPROVE THE FOLLOWING MINUTES:**

**December 2, 2019, Shade City Council Meeting**  
**December 2, 2019, Regular 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 | <p>City Manager Wynn reported the following:</p> <ul style="list-style-type: none"> <li>• Neptune Beach has been named a Tree City USA from the Arbor Day Foundation for the 19<sup>th</sup> year.</li> <li>• A segment of the trail in Jarboe Park has been officially designated as part of the East Coast Greenway.</li> <li>• The kickoff presentation for the Neptune Beach Community Vision Plan would be held on Thursday, January 9, 2020 at 6:00 p.m. at Neptune Baptist Church. There are informational flyers available regarding the event.</li> </ul> |
| Public Works Report | Public Works Director Leon Smith reported that construction of the new extension of the East Coast Greenway is underway.   |
| Police Chief Report | Police Chief Richard Pike reported that the final meetings are being held for the DONNA Run scheduled for February 7-9, 2020.  |

**PUBLIC COMMENTS**

|                |  |
|----------------|--|
| Public Comment | <p>Pat Hazouri, 207 Florida Boulevard, Neptune Beach, spoke regarding the Council's vision plan for the City, impact fees, the amount of time employees spend on projects, the senior center, and the Florida Boulevard/Penman Road roundabout.</p> <p>Jerry Wetzel, 1821 Indian Woods Drive, Neptune Beach, requested the community come together for a solution to the Lakeside Drive gate closure.</p> <p>Ty Gordon, 2040 Waterway Island Lane, Jacksonville Beach, spoke regarding the Lakeside Drive gate closure. He also requested free parking for those attending the City Council meetings.</p> <p>Bee Jay Lester, 907 Second Avenue, Neptune Beach, spoke regarding the increased stormwater fees and the minimum charge for water usage.</p> |
|----------------|--|

**NEW BUSINESS**

|                            |   |
|----------------------------|---|
| 9-1-1 Interlocal Agreement | <p><u>Interlocal Agreement between the City of Jacksonville and the City of Neptune Beach for Distribution of 9-1-1 User Fees.</u> City Attorney Zachary Roth commented he had reviewed the agreement and it is the same as the versions signed in the past. He added that the Finance Director would need to, pursuant to Section 5 of the agreement, acknowledge full payment and performance under all prior agreements. He recommended any approval be conditioned on confirmation of those payments.</p> |
|----------------------------|---|

Made by Wiley, seconded by Chin.

**MOTION:**

**TO APPROVE THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF JACKSONVILLE AND THE CITY OF NEPTUNE BEACH FOR 9-1-1 USER FEES, CONTINGENT UPON THE FINANCE DIRECTOR'S APPROVAL**

Roll Call Vote:

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

**MOTION CARRIED**

**COUNCIL COMMENTS**

Councilor Messinger thanked Dr. Aaron Evens and the Neptune Beach Beautification Committee for raising over \$7,000 from residents and planting an additional 30 palm trees along First Street. He commended Dr. Evens and the entire Committee.

Vice Mayor Jones reminded everyone of the Vision Plan Kickoff Presentation scheduled for Thursday, January 9, 2020, at 6:00 p.m. at Neptune Baptist Church. He also encouraged everyone to go to the Vision Plan website, <http://neptunebeachvisionplan.com>, where there is the opportunity to input ideas regarding the future of Neptune Beach.

Councilor Chin proposed looking at a way to provide relief for people who need assistance with their utility bill. He suggested contacting Beaches Energy to see what method or process they use.

Adjournment      There being no further business, the meeting adjourned at 6:33 p.m.

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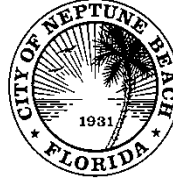
Elaine Brown, Mayor

Attest:

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Catherine Ponson, CMC  
City Clerk

Approved: \_\_\_\_\_



**MINUTES**  
**CITY COUNCIL/DOVER, KOHL**  
**& PARTNERS MEETING**  
**THURSDAY, JANUARY 9, 2020, 8:30 A.M.**  
**NEPTUNE BEACH CITY HALL, 116 FIRST STREET**  
**NEPTUNE BEACH, FLORIDA**

Pursuant to proper notice a meeting of the City Council of the City of Neptune Beach and Dover, Kohl & Partners was held on Thursday, January 9, 2020, at 8:30 a.m. in the Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida

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**Attendance:**

**IN ATTENDANCE:**

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

**STAFF:**

City Manager Stefen Wynn  
 Police Chief Richard Pike  
 Community Development Director Kristina Wright  
 Grants and Resiliency Coordinator Colin Moore  
 City Clerk Catherine Ponson

**DOVER, KOHL & PARTNERS (DK&P) Consultant Team :**

Victor Dover, Co-Founder and  
 Principal in Charge, DK&P  
 Luiza Leite, Project Director, DK&P  
 Brenda Diaz, Town Planner, DK&P

Lisa Nisenson, Vice-President, WGI (Wantman  
 Group, Inc.)  
 Tabb Ormsby, Project Manager, WGI  
 Thad Crowe, Senior Planner, WGI

**Vision Plan  
 Discussion**

The consultant team with Dover, Kohl & Partners and City Council and staff introduced themselves.

Luiza Leite, Project Director, DK&P, started the discussion by reviewing the objectives for the vision plan. These include education, community consensus and creating a model city for walkability and mobility. She added that this will also give a clear path for implementing capital projects.

Discussion included working with maps to show areas of concern and opportunity, change and measures of success. Next steps will include neighborhood workshops and charette preparation.

**Adjournment**

There being no further business, the meeting adjourned at 10:55 a.m.

\_\_\_\_\_  
 Elaine Brown, Mayor

**Attest:**

\_\_\_\_\_  
 Catherine Ponson, CMC  
 City Clerk

Approved: \_\_\_\_\_



**MINUTES**  
**COMMUNITY VISION PLAN**  
**KICKOFF PRESENTATION**  
**THURSDAY, JANUARY 9, 2020, 6:00 P.M.**  
**NEPTUNE BAPTIST CHURCH, 407 THIRD STREET**  
**NEPTUNE BEACH, FLORIDA**

Pursuant to proper notice a Community Vision Plan Project Kickoff Presentation was held on Thursday, January 9, 2020, at 6:00 p.m. at Neptune Baptist Church, 407 Third Street, Neptune Beach, Florida

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**Attendance:**

**IN ATTENDANCE:**

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

**STAFF:**

City Manager Stefen Wynn  
 Police Chief Richard Pike  
 Community Development Director Kristina Wright  
 Grants and Resiliency Coordinator Colin Moore  
 Code and Compliance Supervisor Piper Turner  
 Public Works Director Leon Smith  
 Deputy Public Works Director Leon Smith  
 City Clerk Catherine Ponson

**DOVER, KOHL & PARTNERS, (DK&P) Consultant Team :**

Victor Dover, Co-Founder and  
 Principal in Charge, DK&P  
 Luiza Leite, Project Director, DK&P  
 Brenda Diaz, Town Planner, DK&P

Lisa Nisenson, Vice-President, WGI (Wantman  
 Group, Inc.)  
 Tabb Ormsby, Project Manager, WGI  
 Thad Crowe, Senior Planner, WGI

**Kick-Off  
 Presentation**

The Neptune Beach Community Vision Plan is the first phase of a 3-phase process to gather big picture input from the citizens of Neptune Beach and establish a long-term vision for the future of the City.

Luiza Leite, Project Director, DK&P, began the kickoff presentation by giving a timeline and process for the project. The plan is about everything in the City with a focus on streets, buildings and public spaces.

Victor Dover, DK&P, and Lisa Nisenson, WGI, discussed streets and mobility. Ms. Nisenson also reviewed new mobility and complete streets.

After a question and answer session with the public, Ms. Leite advised of upcoming events including neighborhood design workshops in February.

Ms. Leite concluded the kick-off presentation by reminding everyone to stay connected with the Vision Plan Process at <http://www.neptunebeachvisionplan.com>.

There being no further business, the kickoff presentation ended at 8:00 p.m.

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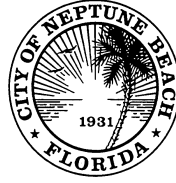
Elaine Brown, Mayor

Attest:

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Catherine Ponson, CMC  
City Clerk

Approved:



**MINUTES**  
**WORKSHOP CITY COUNCIL MEETING**  
**TUESDAY, JANUARY 21, 2020, 6:00 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 Tuesday, January 21, 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(*absent*)  
 Councilor Kerry Chin  
 Councilor Josh Messinger  
 Councilor Scott Wiley

**STAFF:**

City Manager Stefen Wynn  
 City Attorney Zachary Roth  
 Police Chief Richard Pike  
 Commander Michael Key  
 Commander Gary Snyder  
 Finance Director Peter Kajokas  
 Deputy Public Works Director Megan George  
 Community Development Director Kristina Wright  
 City Clerk Catherine Ponson

**Call to Order**

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

**AWARDS / PRESENTATIONS / RECOGNITION OF GUESTS**

**Swearing In Ceremony**

Mayor Brown administered the Oath of Office to Officer Bernardo Roe.

**Proclamation**

Mayor Brown read and presented a proclamation declaring February 1-8, 2020, National Gun Violence Survivors Week to Katie Hathaway of Moms Demand Action.

**CITY MANAGER REPORT**

**City Manager Report**

City Manager Wynn reported that he has submitted an ongoing City Manager Action List, which includes items that department heads are continuing to work on.

**Police Chief Report**

Police Chief Richard Pike reported that the DONNA Run Action Plan has been submitted to the City Manager for review and approval.

**COMMITTEE REPORTS**

**Land Use and Parks**

Committee Chairman Messinger reported that there was a staff meeting to give Mr. Wynn a history of current and ongoing projects. His next committee meeting would be held on Thursday, February 13, 2020. He expects the engineering plans for Jarboe Park to be complete and presented. The plans would then come before Council for final approval.



The next step would be seeking multiple bids for the project and getting underway.

Finance/Boards/  
Charter Review Committee Chairman Wiley reported his committee met on Wednesday, January 15, 2020. The committee discussed the Florida Boulevard/5<sup>th</sup> Street project and the Senior Center lease. He added that this should be a priority. The Committee also discussed the 3<sup>rd</sup> Street lateral drainage projects, city contracts that need to be reviewed and grants.

### **PUBLIC COMMENTS**

Public  
Comment Verna Griffin, 229 Lora Street, Neptune Beach, spoke regarding the parking situation at Jarboe Park. She stated that there was no available parking due to the number of people at the park.

Pat Hazouri, 207 Florida Boulevard, Neptune Beach, requested the City think of ways the citizens can hear from each of the Councilmembers pertaining to the direction they would like to see the City move in the future. She also spoke regarding the implementation of impact fees and the monitoring of staff time spent on real estate development projects.

### **ISSUE DEVELOPMENT**

Proposed  
Walkover at  
Oleander Street Proposed Walkover at Oleander Street. Julie Gleissman, 238 Canal Boulevard, #4, Ponte Vedra Beach, stated she is trying to find out what needs to be done to construct a walkover that goes over the dunes and is handicap accessible on Oleander Street.

Public Works Director Leon Smith commented that Ms. Gleissman had contacted him with the possibility of constructing the walkover and she had some funding available and possible donations. She added that she would get the information to the contractor who had offered to help.

Mayor Brown proposed to the City Manager to schedule a meeting to discuss true costs and the ability to get the walkover built.

### **COUNCIL COMMENTS**

Councilor Chin commented that the Dig Local Network has a meeting scheduled on January 28, 2020 at the Beaches Library regarding the upcoming Beaches Earth Day Event. He questioned if the City would be participating.

Councilor Wiley questioned when the next Vision Plan workshops would be held. Community Development Director Kristina Wright reported that the next community workshops for the Vision Plan would be February 18, 19 and 20. The times and locations would be posted as soon as they are confirmed.

Councilor Messinger questioned if Dover, Kohl and Partners could send out a direct mailer to all citizens. He also suggested a larger ad in the Beaches Leader for more response. Mr. Wynn advised the City is considering door hangers to notify citizens.

Adjournment There being no further business, the workshop meeting adjourned at 6:41 p.m.

\_\_\_\_\_  
Elaine Brown, Mayor

ATTEST:

\_\_\_\_\_  
Catherine Ponson, CMC  
City Clerk

Approved: \_\_\_\_\_