



**MINUTES**  
**Regular City Commission Meeting**  
**Monday, August 10, 2020 - 6:30 PM**  
**via Videoconference**

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**INVOCATION AND PLEDGE OF ALLEGIANCE**

Invocation lead by Commissioner Anderson.

**CALL TO ORDER:**

Mayor Glasser called the meeting to order at 6:30 PM. City Clerk Bartle called the roll.

Due to extraordinary circumstances, the meeting will be held via videoconference, pursuant to Governor Desantis's Executive Order Number 20-69 and COAB Emergency Order.

**ROLL CALL:**

**Present:**

Ellen Glasser, Mayor - Seat 1  
Cindy Anderson, Commissioner - Seat 2 (District 1308)  
Blythe Waters, Commissioner - Seat 3 (District 1307)  
Candace Kelly, Commissioner - Seat 4 (District 1306)  
Brittany Norris, Mayor Pro Tem / Commissioner - Seat 5 (District 1312)

**Also Present:**

Shane Corbin, City Manager (CM)  
Brenna Durden, City Attorney (CA)  
Donna Bartle, City Clerk (CC)  
Kevin Hogencamp, Deputy City Manager (DCM)

**1 APPROVAL OF MINUTES**

**1A. Approve minutes of the Regular Commission Meeting on May 11, 2020.**

**1B. Approve minutes of the Commission Workshop on May 11, 2020.**

Mayor Glasser asked if there were any corrections or changes needed. There were no corrections to the minutes. Mayor Glasser stated the minutes stand as submitted.

**2 COURTESY OF FLOOR TO VISITORS**

**PUBLIC COMMENT**

Mayor Glasser explained the process for public comments and opened the Courtesy of the Floor to Visitors. IT Senior Systems Engineer, Bob Cimon, called on each speaker.

**Rick Carper** requested a list of individual projects with costs be included in the proposed budget for the September 1st Commission meeting. He had additional questions regarding project costs, completion of the Parks Master Plan, and pension funds. He recommended the City hire outside assistance for completion of the Parks Master Plan and for evaluation of

pension fund contributions. He also spoke regarding Item 4A. Lily Street. He is not in favor of using the City's Ad Valorem funds to remove property from the tax rolls.

Mayor Glasser closed Courtesy of the Floor.

### **3 CITY MANAGER REPORTS**

#### **3A. City Manager's Report**

CM Corbin reported on the following:

- Parks Master Plan is on the Environmental Stewardship Committee (ESC) agenda for tomorrow night. He encouraged the Commissioners to participate in the meeting.
- Beginning discussions on Advanced Disposal's contract, whether to extend or go out with a Request for Proposals (RFP). CM Corbin stated information will be forthcoming.
- Work on creating Quasi-Judicial Procedures for the City remains in progress. He requested CA Durden to report.

CA Durden reported that research has been done and procedures are being finalized. The procedures will govern hybrid proceedings that will allow for in-person open chamber attendance as well as virtual participation. She stated that the procedures will include time frames, order of meetings and a required applicant waiver. She stated the procedures will be presented for Commission review as early as the next Commission meeting. She spoke regarding upcoming quasi-judicial proceedings. CM Corbin clarified hybrid as the ability for participation via Zoom or in Chambers.

Per Mayor Glasser's request; CM Corbin provided status of re-opening City Hall and hopes to have the lobby open to the public next week.

CC Bartle provided a correction that the ESC meeting referred to by CM Corbin earlier in his report is scheduled for Wednesday at 6:00 PM, rather than tomorrow.

City Manager's Report cont'd:

- Paid Parking is on track and should be operational next month.
- Commission recommendations are in progress at 18th Street, and will include: bike racks and a painted stripe pedestrian path on the south side, two parking spots split in half and turned into islands on the north side, and providing easy access to trash cans. He stated he hoped the changes will help and welcomed public input.
- Police Security camera update. He requested Interim Chief Gualillo to report.

Interim Police Chief Vic Gualillo reported vendor selection for the camera system are in progress. He stated he hoped the cameras to be in place within 60 to 90 days.



Discussion and questions ensued regarding 18th Street. CM Corbin reported the changes in progress are within the cost share amount. Commission requested staff to continue to review the handicap spots at 18th and 19th Street. CM Corbin reported they will review and reconfigure if needed.

**3B. Accept the 90-Day Calendar (August through October 2020)**

Commissioner Kelly spoke regarding the appreciation dinner for our Boards and Committees. She stated it usually happens in October and requested staff to advise on how to make it work during COVID.

There was **CONSENSUS** to accept the 90-Day Calendar.

**3C. Budget Update**

CM Corbin reported no updates at this time. He informed the Commission that he provided them with the Public Works list of Contractual Services today and welcomed them to reach out to him with any questions or clarifications.

**4 REPORTS AND/OR REQUESTS FROM CITY COMMISSIONERS**

**4A. Lily Street Discussion (Commissioner Waters)**

**[Video Link](#)**

**Commissioner Waters** shared a short video of the Lily Street property, the link and photos are included in the agenda packet. Commissioner Waters provided details regarding the location, accessibility to the parcel for kayaking, and it being of private ownership. She spoke of prior discussion to create a land procurement policy and the option to include this property into the undeveloped holdings that make up our park land on the march side. She suggested Commissioners to visit the property, and stated Mr. Abdullah would happily provide a tour. She requested Commission consideration now that we have a better idea of our revenues.

Discussion and questions ensued regarding the ability to develop or preserve, access, and boundaries. Commissioner Waters requested feedback on whether to proceed.

**Commissioner Norris** is in favor of moving forward with an appraisal.

CA Durden provided input regarding the process for next steps according to statute.

Further discussion ensued.

Mayor Glasser reported previous asking price was in the \$300,000's.

**Commissioner Kelly** was in favor of an appraisal and more information.

**Commissioner Waters** was in favor of moving forward.

**Commissioner Norris** was in favor of an appraisal and more information.

**Commissioner Anderson** was not in favor of pursuing further.

**Mayor Glasser** was in favor of an appraisal and more information.

There was a **CONSENSUS** to move forward with the appraisal and more information.

**Commissioner Kelly** reminded Commission of the opening of schools and commended the work done on the budgets.

**Commissioner Norris** echoed Mr. Carper's concern with bringing clarity to the projects in the budget.

**Commissioner Anderson** thanked interim Chief Gualillo for his work on the changes in policies and procedures and mentioned the variances in cell phone expenses among departments. She requested CM Corbin provide her additional information on our cell phone policy, including protocols for security and usage.

**Mayor Glasser** appreciated CM Corbin providing fluidity in the budget process, expressed concern with school reopening's and thanked those on the front lines. She requested suggestions for helping local businesses struggling through COVID. She sent out best wishes to Officer Tim Stafford, who was injured in the Panera incident.

**5 UNFINISHED BUSINESS FROM PREVIOUS MEETINGS**

None

**6 CONSENT AGENDA**

None.

**7 COMMITTEE REPORTS**

None.

**8 ACTION ON RESOLUTIONS**

**8A. RESOLUTION NO. 20-29**

**A RESOLUTION OF THE CITY OF ATLANTIC BEACH, ACCEPTING AND ADOPTING THE UPDATED DUVAL COUNTY LOCAL HAZARD MITIGATION STRATEGY DOCUMENT.**

Mayor Glasser read the Resolution by title.

CM Corbin requested Interim Chief Gualillo to report.

Interim Chief Gualillo provided an overview as detailed in the agenda packet. He thanked the City of Jacksonville for looking out for the entire county and thanked our city departments. He introduced Noah Ray, Emergency Preparedness Supervisor, with the City of Jacksonville Fire and Rescue Department. Mr. Ray explained the purpose and goals, which include identifying hazards to which Duval County is vulnerable,

then identifying actions to minimize or avoid the impacts of those hazards. He provided additional overview of updates to the Local Mitigation Strategy (LMS), as detailed in the agenda packet.

Commissioner Norris requested the link with additional information referred to by Mr. Ray.

Commissioner Kelly requested information regarding cybersecurity. IT Senior Systems Engineer, Bob Cimon reported we have a comprehensive plan in place which includes staff training, and incorporation of end point security systems.

**MOTION:** To adopt Resolution No. 20-29 as read.

***Motion:*** *Brittany Norris*

***Second:*** *Cindy Anderson*

*Ellen Glasser*

*For*

*Cindy Anderson (Seconded By)*

*For*

*Blythe Waters*

*For*

*Candace Kelly*

*For*

*Brittany Norris (Moved By)*

*For*

*Motion passed 5 to 0.*

## 9 ACTION ON ORDINANCES

### 9A. ORDINANCE NO. 70-20-20, Public Hearing and Final Reading

**AN ORDINANCE OF THE CITY OF ATLANTIC BEACH, FLORIDA, AMENDING CHAPTER 20, TAXATION; ARTICLE V, ADDITIONAL HOMESTEAD EXEMPTION; AMENDING SECTION 20-82, ADDITIONAL HOMESTEAD EXEMPTION; INCREASING THE AMOUNT OF THE ADDITIONAL HOMESTEAD EXEMPTION; AND PROVIDING AN EFFECTIVE DATE.**

Mayor Glasser read the Ordinance by title.

CM Corbin provided a brief summary of the Ordinance as detailed in the agenda packet.

Mayor Glasser opened the **Public Hearing**.

There were no speakers or comments.

Mayor Glasser closed the **Public Hearing**.



**MOTION:** To adopt Ordinance No. 70-20-20 as read.

**Motion:** *Brittany Norris*

**Second:** *Candace Kelly*

*Ellen Glasser*

*For*

*Cindy Anderson*

*For*

*Blythe Waters*

*For*

*Candace Kelly (Seconded By)*

*For*

*Brittany Norris (Moved By)*

*For*

*Motion passed 5 to 0.*

**10 MISCELLANEOUS BUSINESS**

None.

**11 CITY ATTORNEY/CITY CLERK REPORTS AND/OR REQUESTS**

None.

**12 CLOSING COMMENTS BY CITY COMMISSIONERS AND CITY MANAGER**

CM Corbin noted his upcoming days off.

**13 ADJOURNMENT**

There being no further discussion, Mayor Glasser declared the meeting adjourned at 7:55 PM.

Attest:



Donna L. Bartle, City Clerk



Ellen Glasser, Mayor

*11/23/20*

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Date Approved