



MINUTES
WORKSHOP CITY COUNCIL MEETING
SEPTEMBER 4, 2001 AT 6:00 P.M.
CITY HALL, 116 FIRST STREET
NEPTUNE BEACH, FLORIDA

Pursuant to proper notice a Workshop Meeting of the City Council of the City of Neptune Beach was held September 4, 2001 at 6:00 p.m., in the Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida.

Attendance:

IN ATTENDANCE:

Mayor Richard A. Brown
Vice Mayor Robert A. Shimp
Councilor Ronald A. Patronik
Councilor Harriet Pruette
City Manager Richard A. Linn
City Clerk Lisa Volpe, CMC
City Attorney Christopher White

Finance Director Steve Ramsey
Assistant to the City Manager Terry Klein
Building Official Dan Arlington
Assistant to the Building Official Piper Turner
Deputy City Clerk Karla Strait

Call to Order/Roll Call

The Mayor called the meeting to order at 6:00 p.m. and thanked staff for the memorial in the councilor chambers in memory of Councilor Crout who passed away suddenly on August 17, 2001.

COMMITTEE REPORTS

IBBC

ISH BRANT BEAUTIFICATION COMMITTEE: City Manager Linn reported that the Ish Brant Beautification Committee continued to work on ongoing projects such as installing the irrigation system, palm trees and wildflowers in the Third Street medians. The committee also continued working with engineers on the bike path to get the ditch piped.

CITY MANAGERS PUNCH LIST

Jarboe Park
Improvements

JARBOE PARK IMPROVEMENTS: City Manager Linn reported the masonry on the shelters had been completed and the next step was the roofs. The installation of the new playground equipment would start tomorrow. The jogging trail had been completed with overhead lighting fixtures installed.

Roadway Between
Shopping Centers

ROADWAY BETWEEN SHOPPING CENTERS: The roadway between the shopping centers was on hold because one of the owners felt that it would benefit the other shopping center.

State Revolving

STATE REVOLVING LOAN FUND GRANT: City Manager Linn reported he received a letter from the Department of Environmental Protection stating Neptune Beach was approved for a Revolving Loan Fund Grant in the amount of 3.2 million for the water improvement project east of Third Street.

PROPOSED ORDINANCES/NONE**CONTRACT/AGREEMENTS/NONE****ISSUE DEVELOPMENT**Land Development
Regulation

LAND DEVELOPMENT REGULATION – SET DATE FOR REVIEW: City Manager Linn recommended that council schedule a meeting to start the review of the Revised Land Development Regulations and asked council for a consensus on how they would like to proceed with the review.

Mayor Brown suggested holding a Special Town Hall Meeting for owners of rental properties on October 22, 2001, in order to hear comments from the public. Councilor Pruette agreed and asked each councilor to make sure they have all the pages in the LDR given to them by staff.

Vice Mayor Shimp stated the residents had input since the onset of the review and suggested that Building Official Dan Arlington stand up and go over the entire proposed Land Development Regulations at the first meeting and have a second meeting to vote on it.

Councilor Patronik concurred with Building Official Dan Arlington going over each section at a time without being interrupted by the public.

City Manager Linn stated that as a procedure the council needed to come to a consensus on the Land Development Regulations and send them to the consultant to be compiled into ordinance form. Once they were in ordinance form they would go to legal review. The legal review would compare the ordinances so there are no conflicts with state statutes. Then the ordinance would go to the city council for adoption. The public would have input at the first and second read of the ordinance. Some of the changes may require a comp plan amendment.

Vice Mayor Shimp felt that it would take too much time to have the public involved in the initial meetings and discussions. He wanted to set the first meeting as soon as possible, but felt the empty council seat should be filled first.

Councilor Pruette stated she wanted to hear from the citizens.

Councilor Patronik wanted to propose an ordinance to increase the density east of Third from 10 to 15 to protect the interest of the city.

Councilor Pruette felt that because this was so important another councilor should be appointed to fill the empty seat before moving forward.

Mayor Brown felt it was important to take the proper amount of time to review the Land Development Regulations.

Councilor Patronik felt October would be a reasonable place to start with everyone having the right documentation.

Mayor Brown felt out of respect there should be a proper period of time before filling the empty seat and it also would allow for members of the public to express their interest in the position. Mayor Brown stated the appointment should be dealt with at the regular October meeting.

Vice Mayor Shimp suggested holding a special meeting at the end of September to fill the seat. He also suggested advertising to accept applications and interviewing the candidates.

The council agreed that the position need to be advertised.

Mayor Brown asked if it was agreed to set workshops beginning in October. City Manager Linn replied that staff would be ready to hold workshop meetings by mid September.

COLA

COLA FOR POLICE RETIREES: Finance Director Steve Ramsey explained the Police Officers Retirement Fund Board had asked him to figure the cost of a 3% cost of living increase. The cost of the COLA for this year would be \$3,160. An actuary study would need to be done to recast the projections for the pension fund because it would affect the bottom line of the fund for future years. The study would cost between \$500 and \$700 and the pension board wanted the city to pay for it. Vice Mayor Shimp stated that a COLA was given to the retirees in 1998. Mayor Brown asked Mr. Ramsey to move forward with getting the study.

City Manager
Evaluation

CITY MANAGER EVALUATION: Mayor Brown asked council members to share their thoughts on the City Manager's performance.

Councilor Pruette stated there was not enough information to evaluate the City Manager because the code did not describe the specific duties. She questioned what the duties of the City Manager were and wanted to address clear objectives that would be fair to the City Manager at the September meeting.

Vice Mayor Shimp thought Mr. Linn was doing a good job and asked him to continue calling him and keeping him abreast of incidents in the city.

Councilor Patronik stated he appreciated the work of the City Manager and also wanted to be informed of issues.

Mayor Brown was satisfied with the job the City Manager was doing but he wanted to hear stronger recommendations from staff at council meetings.

Councilor Pruette was concerned with the City Manager's performance. She stated she had a lot of complaints from citizens not receiving answers from the City Manager. She also felt the codes were not being enforced and didn't think he kept the council informed.

City Manager Linn stated he appreciated all the comments. Mr. Linn commented that the criteria for his evaluation were in his contract.

Mayor Brown thought that everyone would want to review the job description and place the issue on a future workshop agenda.

City Manager Linn asked if anyone knew of any code violations to bring it to his attention.

Councilor Pruette stated the city was breaking the code by allowing bushes and shrubbery to grow over the sidewalks and we could not enforce others to abide by code if we do not do it ourselves.

Public Records

PUBLIC RECORDS: Councilor Pruette felt the council was sometimes isolated from concerns of the citizens and requested all correspondences to department heads to and from citizens be given to the City Clerk and copied to the council.

Legal Opinion Mayor Brown asked City Attorney White for his opinion. City Attorney White stated that it was up to the council to decide what correspondence should be furnished to them and public record was anything received while conducting city business and was a separate issue.

Mayor Brown asked City Manager Linn to identify if it was something he felt council should be aware of and furnish it to them. Mr. Linn replied he had no problem forwarding any information to the council.

Public Comments

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Lynda Padrta, 1114 First Street, questioned what was resolved of the issues raised by citizens during the land development review and how the garage ordinance would be incorporated. Ms. Padrta was concerned that town homes were not defined in the code. Ms. Padrta did a study and reported that 31% of units east of Third Street were owner occupied and 69% were rentals. Ms. Padrta suggested having citizens do the employee evaluations though a survey.

Larry Dean, Chairman of the Police Officers Retirement Fund Board, explained that it was at the request of the city not the Board that the COLA was asked for and therefore the city should bear the cost of the actuarial study. He also stated it was a completely separate issue from union negotiations.

Tom Tankserley, 1038 Kings Road, stated the issues of the Land Development Review were controversial and was meant to clean up the language not to change Neptune Beach. Mr. Tankersley stated that the City of Neptune Beach was ran by a City Manager form of government and not city council and the council should vote based on the city managers recommendations.

Adjournment

There being no further business, the meeting adjourned at 7:33 p.m.

Richard A. Brown, Mayor

Attest:

Lisa Volpe, CMC, City Clerk

Approved: _____