



MINUTES
WORKSHOP CITY COUNCIL MEETING
TUESDAY, FEBRUARY 20, 2018, IMMEDIATELY
FOLLOWING THE SPECIAL CITY COUNCIL MEETING
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 on Tuesday, February 20, 2018, at 6:03 p.m., in the City Hall Council Chambers, 116 First Street, Neptune Beach, Florida.

Attendance

IN ATTENDANCE:

Mayor Elaine Brown
 Vice Mayor Scott Wiley
 Councilor Richard Arthur
 Councilor Rory Diamond
 Councilor Fred Jones

STAFF:

City Manager Andrew Hyatt
 City Attorney Patrick Krechowski
 Chief of Police Richard Pike
 Commander Gary Snyder
 Director of Finance Leslie Rothenberg
 Director of Public Works Leon Smith
 Deputy City Manager Amanda Askew
 City Clerk Catherine Ponson

Order Call

Mayor Brown called the workshop meeting to order at 6:03 p.m.

AWARDS / PRESENTATIONS / RECOGNITION OF GUESTS / NONE

CITY MANAGER REPORT

City Manager Andy Hyatt reported the following:

- An RFP for our new insurance consultant will be issued March 1, 2018;
- The City has received the FEMA reimbursement check for Hurricane Matthew.

Commander Gary Snyder reported the Donna Run held on Sunday, February 11, 2018, was successful and there were no incidents.

COMMITTEE REPORTS

Land Use and Parks

Land Use and Parks Committee Chairman Diamond reported the committee discussed incentivizing citizens east of 3rd Street to rebuild their development, ways to allow people to turn their concrete into pavers, the Chapter 27 Code update, Jarboe Park Phase 1, and the new design for the Girl Scout/Community Center.

Transportation and Public Safety

Transportation and Public Safety Committee Chairman Arthur reported the committee discussed pay for parking, the Oakhurst paving project, the roundabout in the 5-way, the Donna Run. He presented the Council with a list of the members of the Town Center Agency.

Finance/Charter
/Board Review

Finance, Board, and Charter Review Committee Chairman Wiley reported the committee discussed the upcoming drainage project, stormwater fees, the contract extension with auditor Purvis Gray, the Charter update, and video equipment for the Council Chambers.

Strategic
Planning and
Visioning

Strategic Planning and Visioning Committee Chairman Jones reported that at the inaugural meeting the committee discussed the overview and purpose, the comprehensive plan, transportation, zoning and land development regulations, overlay and design guidelines, and available grants and funding.

PUBLIC COMMENTS / NONE**PROPOSED ORDINANCES**Proposed
Ordinance,
Chapter 27,
Definitions
(Worship Facility)

Proposed Ordinance: An Ordinance of the City of Neptune Beach, Florida, Amending Chapter 27, Unified Land Development Regulations, Article I, Section 27-15, Definitions (worship facility); and Providing an Effective Date.

Deputy City Manager Amanda Askew explained the City is looking to expand the definition of worship facility to include day care facilities. It was reviewed by the Land Use and Parks Committee and has been approved by the Community Development Board

Mayor Brown stated she would sponsor this ordinance. She added there is limited day care in Neptune Beach.

Councilor Arthur stated he supports the ordinance and Deputy City Manager Askew confirmed day care facilities are allowed by special exception in the R-1 through R-5 zoning district.

Vice Mayor Wiley commented he would support this ordinance and the City should look at including day care facilities in C-2 or C-3 zoning districts.

Councilor Diamond supports this ordinance and added his intent in voting yes is solely to expand the definition of worship facility.

Councilor Jones stated his support and the expansion of these uses by right in all commercial zones would be suitable.

CONSENSUS: MOVE FORWARD FOR FIRST READProposed Ordinance,
Chapter 29, Wireless
Telecommunications

Proposed Ordinance: An Ordinance of the City of Neptune Beach, Florida, Amending Chapter 29; Wireless Telecommunications, Article II, Wireless Telecommunications Facility; Adopting Regulations Related to Wireless Facilities in Public Rights-of-Way; Providing for the Repeal of All Ordinances in Conflict with this Ordinance; Providing for Severability; Providing for Codification; and Providing for an Effective Date and for Other Purposes

City Attorney Patrick Krechowski explained the Legislature passed regulations which restricted what local governments can do regarding small wireless facilities. The current Code was out of date. This ordinance addresses what the City can do and modernizes the City Code.

A six-month moratorium was passed on November 6, 2017, and this ordinance will be enacted in time for that deadline.

Councilor Arthur stated that alternative sites should be noted to keep facilities from being built in the Central Business District

CONSENSUS: MOVE FORWARD FOR FIRST READ

CONTRACTS/AGREEMENTS

Audit Extension-
Purvis Gray

Audit Extension-Purvis Gray. City Manager Hyatt stated that he is requesting the authority to discuss extending the auditor contract for up to two years.

Councilor Diamond stated he had concerns about the two-year extension. He added that the Council's job is to make sure the City's finances are transparent and part of that is rotating the auditors every few years.

BY A VOTE OF 4-1, THE COUNCIL AUTHORIZED THE CITY MANAGER TO NEGOTIATE A CONTRACT FOR UP TO TWO YEARS.

ISSUE DEVELOPMENTS

Jarboe Park
Phase 1 Design
Cost

Jarboe Park Phase 1 Design Costs. Deputy City Manager Amanda Askew explained the Council has been presented the proposed engineering costs for project management, supervision and administration of Phase 1 of Jarboe Park. The costs came in at \$75,130.00.

Councilor Arthur stated he would like to see two more bids for this phase and see a concise package for Phase 1.

Vice Mayor Wiley asked if this company would be responsible for contracting out each portion of Phase 1. City Manager Hyatt confirmed that they would do all of Phase 1.

Vice Mayor Wiley stated he had concerns with spending money on a design phase when the City could possibly start work now in-house.

Councilor Diamond commented that he did not think the City does not need an engineering firm for Phase 1. He asked if the City could do the components of Phase 1 without an engineering firm.

City Manager Hyatt stated that the City would subcontract out some of the components if the Council chose to do that.

Councilor Diamond asked if there was any portion of Phase 1 that the City could not do.

Public Works Director Leon Smith and City Manager Hyatt stated that any portion could be subcontracted out with contractors the City already uses.

Councilor Diamond stated he is ready to proceed and propose to the City to come up with a plan and get this phase done.

Councilor Jones agreed there should be additional bids to get a competitive price. He said he had concerns about the later phases and getting the engineering right. He added the landscaping is an important component.

Councilor Arthur stated the City would still need to contract out some of the work. He added he would like control of the end product. He added that he would like to get a concise set of engineering plans and then we could break it up.

Mayor Brown commented that when you are looking at the civil design component, there are many things that a civil engineer should do. She stated it would be easier if there was engineering to move forward with the phase.

Public Works Director Smith explained the components that the City could do. He stated that he would do what the Council would feel comfortable with.

Councilor Arthur stated that previous designs showed the courts would have to be moved.

Deputy City Manager Askew stated that there is a portion of the courts that can be saved.

Vice Mayor Wiley stated that if the City keeps getting plans and different people involved, the project will not get done. He added that we should get started and have the City do what they can to save money.

Councilor Diamond agreed with Vice Mayor Wiley and questioned if the City would have to hire an engineer and spend the money. He still has concerns that completed components will have to be redone in future phases.

Deputy City Manager Askew stated she did not anticipate having to retrofit any work already done.

Councilor Diamond stated that a landscape architect makes sense and the City could also have a limited area of engineering.

CONSENSUS: **TO GIVE CITY STAFF DIRECTION TO LOOK AT WHAT THE CITY CAN AND CANNOT DO IN-HOUSE; AND WHAT COMPONENTS NEED ENGINEERING PLANS.**

Second
Amendment to
Southcoast
Revocable
Lease

Second Amendment to Southcoast Revocable Lease. City Attorney Krechowski explained that in order for the City to install a sidewalk along Orange Street, the revocable lease with Southcoast Capital Partnership needs to be amended for it to be operable. The amendment includes allowing two feet of property to be used in exchange for the use of the Second Street parking lot.

CONSENSUS: **MOVE THE SECOND AMENDMENT TO THE SOUTHCOAST REVOCABLE LEASE AGREEMENT TO THE MARCH 5, 2018 CONSENT AGENDA.**

Beaches Town
Center
Maintenance
Agreement

Beaches Town Center Maintenance Agreement. City Manager Hyatt stated that this maintenance agreement is between the Town Center Agency and Rockaway Landscaping. It is for informational purposes only.

Memorandum of
Agreement for
Town Center
Landscaping

Memorandum of Agreement for Town Center Landscaping. Councilor Arthur pointed out changes that should be made to the agreement. He stated that in Section 5 the word "monthly" should be stricken. In Sections 12 and 13, the amount should be \$14,616.00. He also pointed out that in Section 13, regarding the overage of any maintenance costs, should read the same as #2 which states it requires the written approval of each party.

City Attorney Krechowski stated that would lead to interpretation as to who is responsible. He added that the agreement should state who will pay the costs.

Councilor Arthur stated he is willing to give the authority to the Neptune Beach City Manager to review and approve any maintenance overages.

City Attorney Krechowski advised he would present an updated agreement at the March 5, 2018, Council meeting.

Chapter 27
Update
Discussion

Chapter 27 Update Discussion. City Attorney Krechowski explained that Chapter 27, Unified Land Development Regulations, needs updating. He reported that due to the excessive costs involved, an alternative to that would be to use a Technical Advisory Committee through the Urban Land Institute. That committee would review what needs to be updated and implement the changes. He also added that the majority of the changes needed to be made are east of Third Street.

Councilor Jones stated that this would help begin a vision and direction for the Land Development Code update. He added the area east of Third Street would be the most natural area to begin.

Councilor Diamond commented this is a smart plan and path to fix the problems east of Third Street.

Vice Mayor Wiley stated he supports this process and suggested reviewing the Atlantic and Florida Boulevard area.

Councilor Arthur commented that the process after the City receives the final product should be defined.

City Attorney Krechowski advised the next step would be to come back to Council with a timeline and a draft contract.

PUBLIC COMMENTS / NONE

COUNCIL COMMENTS

Councilor Arthur complimented the Merchants Association on their efforts for the events that take place in the Town Center.

Vice Mayor Wiley praised the City on the appearance of Neptune Beach Elementary School and how much better it looks.

Adjournment

There being no further business, the workshop meeting adjourned at 8:03 p.m.


Elaine Brown, Mayor

ATTEST:


Catherine Ponson, City Clerk

Approved: 3/5/18

