



MINUTES
WORKSHOP CITY COUNCIL MEETING
MONDAY, MARCH 19, 2018, 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 Monday, March 19, 2018, at 6:00 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 Rory Diamond(via telephone)
Councilor Fred Jones

ABSENT:

Councilor Richard Arthur

STAFF:

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

**Order
Call/Pledge of
Allegiance**

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

AWARDS / PRESENTATIONS / RECOGNITION OF GUESTS

**Proclamation
for Water
Conservation
Month**

Mayor Brown presented a Proclamation to Deirdre Irwin with the St. Johns River Water Management District, declaring the month of April "Water Conservation Month."

CITY MANAGER REPORT

City Manager Andy Hyatt reported the following:

- The Senior Center has relocated to the Sportsplex, 450 Atlantic Boulevard, Neptune Beach, due to water damage.
- The RFP for the insurance broker has been issued and will be brought to Council for approval in May;
- The annual audit should be completed in March and be presented in April;
- The final stage of the conversion to the Everbridge Communications System is taking place.

COMMITTEE REPORTS

**Land Use and
Parks**

Councilor Diamond reported that the Land Use and Parks Committee discussed improving the design of the new Multipurpose Building, ways to help homeowners replace concrete driveways with pervious pavers, and the Chapter 27, Land Use Regulations, upcoming review.

Finance/Charter/Board Review

Vice Mayor Wiley asked City Manager Hyatt to make an announcement. City Manager Hyatt announced that the Florida Boulevard drainage project had been included in the approved budget signed by the Governor of Florida for \$375,000.

Vice Mayor Wiley continued that the Finance Committee is still reviewing the stormwater fee study, the video for Council Chambers is being considered, and the Senior Center and Jarboe Park are being discussed at this workshop.

Strategic Planning and Visioning

Councilor Jones reported the key items discussed at the Strategic Planning and Visioning Committee were the Comprehensive Plan Update, long-term visioning ideas, a complete streets resolution/policy, and the proposed roundabout at Florida Boulevard.

Mayor Brown announced that the City of Neptune Beach met with City of Jacksonville officials regarding the roundabout at Florida Boulevard and Penman. The City of Jacksonville agreed to pay for a traffic study for the proposed area.

PUBLIC COMMENTS

Christine Plummer, 12644 Hidden Circle W, Jacksonville, stated she comes to the Neptune Beach Senior Center from the Fort Caroline area as the Senior Center is the best managed and has the best programs. She added that she hopes the Council will look to the members of the Senior Center to help solve the problems.

Bob Hicks, 1449 Hopkins Creek Lane, Neptune Beach, commented that the Senior Center had helped him in many ways through the years and he supports keeping it open.

Robert Feindt, 12841 Daybreak Court, Jacksonville, voiced his concerns, as a business owner, regarding the waiver of the open container ordinance during the upcoming Dancin' in the Street event

ISSUE DEVELOPMENT**Senior Center Rehab Update (agenda item moved)**

City Manager Hyatt explained the Senior Center had been temporarily relocated while work on the current building is being completed. He reported that City staff had met with a structural engineer. The building is structurally sound and the Council and a report will be presented at a later date. The City anticipates refurbishing and updating the existing structure.

Mayor Brown commented that the Senior Center project had been made a priority. She added that the Senior Center has the support of the Council.

Senior Center Director Leslie Lyne thanked Alan Dickinson for providing a temporary location. She stated that the Neptune Beach Senior far exceeds expectations. She reported that once commitments are made for monies, those can be leveraged for grants for upgrades on the interior of the building.

PROPOSED ORDINANCES**Proposed Ordinance, Day Care Facilities, C-2 and C-3 Zoning Districts**

Proposed Ordinance: An Ordinance of the City of Neptune Beach, Florida, Amending Chapter 27, Unified Land Development Regulations; Article IV, Land Use; Section 27-226, Allowable Uses Within Zoning Districts (Add Day Care Facilities by Special Exception in C-2 and C-3 Zoning Districts); and Providing an Effective Date.

Deputy City Manager Amanda Askew explained that while amending the definition of worship facility, it was discovered that day care facilities were not a permitted use unless they are associated with a worship facility.

She continued that adding day care facilities as a special exception in the C-2 and C-3 zoning district would give Council an extra layer of review.

Councilor Jones commented that this is a use that should be included in the Code.

Vice Mayor Wiley stated that the reason for the special exception is due to how busy the area may become.

CONSENSUS: **MOVE FORWARD FOR COMMUNITY DEVELOPMENT BOARD REVIEW**

CONTRACTS/AGREEMENTS

Audit
Extension-
Purvis Gray

Audit Extension-Purvis Gray. City Manager Hyatt stated that this contract is for a one-year extension with a possible second year. The cost is in line with what the City has been paying in the previous years. It would provide for a smooth transition for the new Finance Director and the other two beach communities use the same auditor.

CONSENSUS: **AUTHORIZE CITY MANAGER TO PLACE ON APRIL 2, 2018
CONSENT AGENDA**

BrewHound
Coffee Bar Co.
Lease Agreement

BrewHound Coffee Bar Co. Lease Agreement. City Manager Patrick Krechowski explained that this agreement is a lease and not a license agreement. He added that it is for a 25-year term due to the loan agreement the tenant has with the lender. The City can still access the right-of-way, if necessary. He stated that if the tenant defaults on the loan, the lease would not terminate. The Reassignment Agreement accompanies the lease agreement.

Mayor Brown stated her concern was the accessibility of the right-of-way, and it has been confirmed that the City would be able to access the right-of-way.

City Attorney Krechowski confirmed Vice Mayor Wiley's inquiry that the insurance requirement was included and that if the business is sold, the lease agreement would still be in effect.

City Attorney Krechowski further explained that due to this being a property conveyance, this needs a formal approval at the next City Council meeting on April 2, 2018.

Lauren Wycoff, 2338 Eagles Nest Road, Jacksonville, owner of BrewHound Coffee Bar Co., stated that the closing for the property had been extended the maximum amount of times and the April 2, 2018, date is too late.

Mayor Brown stated that a special meeting would be scheduled and noticed before the extension date terminates to avoid the tenant being penalized further.

ISSUE DEVELOPMENTS

Jarboe Park
Phase 1
/Multipurpose
Building Plan

Jarboe Park Phase 1 / Multipurpose Building Plan. Deputy City Manager Askew explained that at the direction of the Council, two other engineering firms had been contacted for the design-build of Jarboe Park. As a result, the original price from Akon was determined to be solid. The landscape portion would be done by Pittman Landscaping.

The multipurpose building drawings were reviewed by Council, and new renderings will be presented reflecting siding changes, increasing the porch space to the south and additional windows. New renderings and costs will be presented to Council when completed.

Councilor Jones stated that he wanted to confirm that the intent was to get a scope of work and cost estimate for a set of final permitting and construction documents.

He added that there was a discussion to create a new zoning district for parks. He stated a civic or institutional district would allow for design guidelines.

Deputy City Manager Askew stated that the permitting and construction documents would not include the ponds. She also added the new zoning district discussion would be on the Land Use and Parks and Strategic Planning Committee meetings in April.

Councilor Diamond stated that he supports the City completing the components of Phase 1 that can be done in-house.

Deputy City Manager Askew confirmed Vice Mayor Wiley's question that if the Akon proposal is chosen, the City would not be involved in the actual construction of Phase 1. It would be contracted out. The City would not have the costs for the construction until documents are presented.

Vice Mayor Wiley stated the City could begin some components of Phase 1 in-house. Subcontractors could be used for the other components that the City is not able to complete.

Mayor Brown requested that Public Work Director Leon Smith present what components could be done in-house and what would need engineering plans.

Councilor Jones commented that engineering plans should be followed as there is the risk of paying more for money for maintenance issues.

Internal
Control Policy

Internal Control Policy. City Manager Hyatt explained the Internal Control Policy needed updating including expenditures and fund balance.

CONSENSUS:

FORWARD TO THE APRIL 2, 2018, CONSENT AGENDA

Dancin' in the
Streets

Dancin' in the Streets. Police Chief Richard Pike that preparations were underway for the event to be held on May 19, 2018, with the same footprint as last year.

Vice Mayor Wiley asked about security for the event.

Chief Pike stated that there would be off-duty Neptune Beach and Atlantic Beach Police Officers as well as private security present. He added there would be Neptune Beach Police Officers working budgeted overtime for the perimeter of the event.

Mayor Brown commented that the costs of security from last year's event seemed high and the Beaches Town Center would be asking for the City to contribute to that effort.

Chief Pike commented that the security in place last year was the minimum recommendation from Homeland Security and Jacksonville Sheriff's Office Special Events.

Deputy City Manager Askew stated that this year, the Beaches Town Center is requesting to include food trucks. The Food Truck Ordinance limits the number of food trucks, however, also provides for the Council to grant special approval.

CONSENSUS:

FORWARD TO THE APRIL 2, 2018, AGENDA

BrewHound Coffee
Bar Co. Lease
Agreement
(Revisited)

Councilor Diamond questioned why this lease agreement needed to be approved at another Council meeting.

City Attorney Krechowski explained that previously this was a license agreement which provides permission for someone to use City property for a finite period of time. This is now a real property conveyance which requires Council approval.

Police Chief
Report

Chief Pike reported that Easter in the Park would be held on Friday, March 30, 2018, at Jarboe Park.

He also reported that the second week of the School Safety Liaison Program had been completed and the feedback from students, parents, and school administrators has been positive.

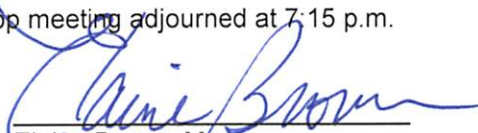
PUBLIC COMMENTS

Chris Chen, 227 Margaret Street, Neptune Beach, stated the only open containers allowed are sold by the vendors during the Dancin' in the Street event. This is a volunteer fundraiser, and the proceeds go towards beautifying the Town Center.

COUNCIL COMMENTS/NONE

Adjournment

There being no further business, the workshop meeting adjourned at 7:15 p.m.


Elaine Brown, Mayor

ATTEST:


Catherine Ponson, City Clerk

Approved: 4/2/18

