



MINUTES
WORKSHOP CITY COUNCIL MEETING
IMMEDIATELY FOLLOWING SPECIAL MEETING
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266
TUESDAY, FEBRUARY 16, 2021, 7:18 P.M.

Pursuant to proper notice, a Workshop City Council Meeting of the City Council of the City of Neptune Beach was held on Tuesday, February 16, 2021, at 7:18 p.m., in Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida, 32266

Attendance**IN ATTENDANCE:**

Mayor Elaine Brown(*absent*)
 Vice Mayor Fred Jones
 Councilor Kerry Chin
 Councilor Lauren Key
 Councilor Josh Messinger

STAFF:

City Manager Stefen Wynn
 City Attorney Zachary Roth
 Chief of Police Richard Pike
 Chief Financial Officer Carl LaFleur
 Public Works Director Jim French
 Mobility Management Director Megan Steward
 Senior Center Director Leslie Lyne
 Grant and Resiliency Coordinator Colin Moore
 Community Development Director Kristina Wright
 City Clerk Catherine Ponson

Call to Order

Vice Mayor Jones called the workshop meeting to order at 7:18 p.m.

AWARDS / PRESENTATIONS / GUESTS / NONE

DEPARTMENTAL SCORE CARD

Departmental Score Card

Departmental Score Card. City Manager Stefen Wynn reviewed the Departmental Score Card. The Departmental Score Cards are posted on the City website at: <https://www.ci.neptune-beach.fl.us/city-manager/pages/city-manager-reportsdepartmental-score-cards>

COMMITTEE REPORTS

Finance

Committee Chairman Lauren Key reported there will be a Finance Committee meeting on Wednesday, February 24, 2021 at 10:00 a.m.

Land Use & Parks

Committee Chairman Messinger reported his committee would meet in March.

**Strategic Planning & Visioning/
Transportation & Public Safety**

Committee Chairman Jones reported both of these committees met before the holidays. He added that we are continuing with the Visioning Plan and CIP Projects.

Mr. Wynn reported that the former Finance, Boards, and Charter Review Committee would be split and be its own separate committee.

PUBLIC COMMENT

Public Comment Chris Townsend, 1327 Trailwood Drive, Neptune Beach, stated he thought the new Senior Center being delivered was a job site trailer. He said it does not conform to the neighborhood.

Bob Walker, 1339 Trailwood Drive, Neptune Beach, stated he lives next door to Mr. Townsend. He pointed out that he drives by the site numerous times a day. He is disappointed at how this has come about. It does not conform or represent what Neptune Beach is all about. He added he is objecting to the project.

Chuck McCue, 1908 3rd Street, Neptune Beach, stated the focus needs to be on Neptune Beach seniors. He said it seems like we are doing a lot to attract seniors from all over. The same would go for Jarboe Park. He is also concerned about the vagueness of the lease for Publix. He asked if there is anything to keep them from subleasing that space. He questioned the amount of dirt at Jarboe Park.

Chris Townsend, 1327 Trailwood Drive, Neptune Beach, continued by stating he did not see an overall price for the project. It is discouraging that the City is spending this much money.

Pat Hazouri, 207 Florida Boulevard, Neptune Beach, requested making sure fence on Bay Street does not block the sidewalk.

PROPOSED ORDINANCES

Proposed Ord.
2021-Parking
Penalties

Proposed Ordinance No. 2021-, An Ordinance of the City of Neptune Beach, Florida, Amending Chapter 22 of the Code of Ordinances, Traffic and Motor Vehicles, By Amending Section 22-46, Penalties; Providing for Conflicts; Providing for Severability; and Providing An Effective Date.

Mobility Management Director Megan Steward explained that this ordinance deals with what happens when we have outstanding unpaid parking tickets. Under this ordinance, we are able to send letters to the registered owner of the vehicle and provides an appellant procedure. This gives other options rather than to boot and immobilize the vehicle.

Councilor Key stated that this makes sense for the goal of the parking program to be friendlier and this will help do that. She added that Ms. Steward is doing a good job.

Councilor Messinger pointed out that the majority of the parking in the Beaches Town Center is privately owned. People are upset when they get towed when this is not the City doing this. He commended Ms. Steward for an excellent job.

Councilor Chin commented that this gives someone who receives a ticket 100 days before anything happens. There is a lot of time to correct their issue. He questioned if the appeal process is on the ticket.

Ms. Steward stated the appeals process is through the North Beach Parking website and the website address appears on the ticket.

Vice Mayor Jones commented on how far the City has come with the parking program and thanked Ms. Steward.

CONSENSUS:**TO MOVE PROPOSED ORDINANCE NO. 2021, PARKING PENALTIES TO FIRST READ ON MARCH 1, 2021.****CONTRACTS / AGREEMENTS / NONE****ISSUE DEVELOPMENT****Senior Center
Timeline to
Completion****Senior Center Timeline to Completion.**

Mr. Wynn reported that he has taken this project and will see it to completion. Seeing this through is paramount to making sure the neighbors are happy with the final project. He assured everyone that the City is not done. The building is still being buttoned together.

Mr. Wynn presented a history of how we got where we are today and what the path forward will be. He is proposing that his recommendation is that final completion of the Senior Center be completed as a design-build proposal submitted to a landscape architect or engineering firm with a subcontractor that can do the work with a maximum not to exceed price. The things that need to be considered in the design-build RFP would be not only design, architectural, engineering, but also the porch or hip roof, the parking lot, stormwater landscaping, HVAC, moving or screening it, as well as the buffering requirements that are required by our own Code.

There was a variance for that building to be there but that does not preclude the City from following its own LDC and Comprehensive Plan. The RFP will include permitting with appropriate authorities. The final piece will be construction of the porch, landscaping, buffering, screening and curbing, electrical, fine grading, ingress/egress with ADA considerations and parking lot requirements.

Mr. Wynn continued with the timeline which includes publishing the RFP on March 3, 2021 and a completion date of August 26, 2021.

Councilor Chin stated there a lot of comments out there and disappointment that the modular units look like old trailers. He knows there is work to be finished. He asked Mr. Wynn how confident is he that the City can complete something like what has been presented in the picture.

Mr. Wynn answered that he is pretty confident. He had not been out here this week and there were a number of items to be done. He has not completed a punch list yet, but that is coming. He pointed out that the area is in a flood zone and if we are talking resiliency, having something off of the ground would allow for water to go a little bit better. We could put in flood vents but this would be a significantly different cost and longer timeline.

Councilor Chin pointed out that he saw the possibility of a grant that would be able to move the HVAC units and install ultraviolet germicidal irradiation.

Mr. Wynn stated Mr. Moore have reached out to the CDBG office in Jacksonville and the City is still looking at that.

Councilor Messinger commented that this has exposed a larger issue. He stated there were a lot of deficiencies from a professional services standpoint. His committee is going to be looking at how the City does capital projects throughout the City. The concerns he raised back in September on this project still stand. This is a residential area. We are talking design-build and our standards have not been followed. What we demand of our residents and commercial businesses has not been followed. Even if it was followed, our minimum standards for commercial are not sufficient for that area.

How we screen and design the landscaping is very important to quality of life in that area. We need to make sure as we go through the design-build process to make sure it is thoughtfully laid out.

Councilor Key asked if we had any idea how much it would cost to look like it appears in the picture presented.

Mr. Wynn explained we would set a not-to-exceed price that would go out with the RFP. He does not recommend including the entire amount of donations in case change orders or things come up. He thought \$150,000 would be pretty good. Mr. Wynn clarified that the intent back in September was that whatever was in excess for donations would replenish the Better Jax Funds.

Councilor Key pointed out that this is an important time to look at our processes and procedures. We need to make sure this does not happen again. This is going to cost more money. Senior Center Director Leslie Lyne has done a wonderful job fundraising that we have the funds. At that time, when this was approved, a pledge was made of \$100,000 to replenish the Better Jax Funds and now that can't happen as there is so much work to be done.

Ms. Lyne stated that she did not know where the idea came from that money from donations, grants and that sort of thing would go back into the Better Jax Funds. She has read the minutes and the motion was to approve funding for the Senior Activity Center in the amount of \$400,000. It was approved unanimously. There was never any discussion about any of the money that was raised to be put back into the coffers. That money would be used for the Center.

Mr. Wynn pointed out that his recommendation is for a design-build and that is how he would like to see the project to completion. We have witnessed this deficiency and he is attempting to address that with policy changes, namely, the procurement policy.

Councilor Messinger commented that this goes back to his concern in September. He would be interested to see what we can do with the design-build. His concern is here is a pot of money and how are we going to best execute on that. Give us those options to know as a body so we can work with the neighbors to figure out what would be the best outcome for that residential area. He added that maybe the minutes don't reflect the conversation but the audio clearly shows that when they approved it, the comment was that the \$100,000 would go back into the half-cent gas tax. This needs to be well thought out and properly planned.

Councilor Key stated that she and Ms. Lyne had emails back and forth. She stated to Ms. Lyne when she came up and said that she never intended to take any of that money and put it back towards the Senior Center is unfair. At minute 1:31 on the September 8, 2020, Council meeting, which Council was approving this, her exact words were, "I will not quit until I have \$100,000 is raised, which can then be placed back into your half-cent gas tax."

Vice Mayor Jones stated we have to clearly remedy this situation for the residents of the area. He added that no sort of screening to cover air conditioners is going to be suitable.

Mr. Wynn stated that there is a Council meeting before the RFP would be published. He could present it as part of his City Manager's report.

CONSENSUS: **TO AUTHORIZE THE CITY MANAGER TO ISSUE AN RFP FOR COMPLETION OF THE NEPTUNE BEACH SENIOR CENTER WITH A NOT-TO-EXCEED PRICE OF \$150,000**

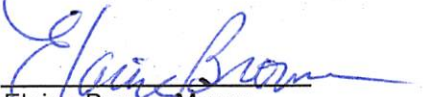
PUBLIC COMMENT

Bob Walker, 1339 Trailwood Drive, Neptune Beach, stated if he had bought the modular home or trailer, he would never have gotten a building permit. You could build a really nice structure for \$400,000, and this is unacceptable


COUNCIL COMMENTS / NONE

Adjournment

There being no further business, the workshop meeting adjourned at 8:13 p.m.


Elaine Brown, Mayor

ATTEST:


Catherine Ponson, CMC
City ClerkApproved: 31-2021