



AGENDA
Workshop City Council Meeting
Tuesday, January 21, 2020, 6:00 PM
Council Chambers, 116 First Street, Neptune Beach, Florida

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. AWARDS / PRESENTATIONS / RECOGNITION OF GUESTS
 - A. Swearing In Ceremony - Officer Bernardo Roe
 - B. Proclamation for National Gun Violence Survivors Week (February 1-8, 2020) **p. 2**
3. CITY MANAGER REPORT
 - A. City Manager Action List **p. 4**
4. COMMITTEE REPORTS
 - A. Land Use and Parks
 - B. Strategic Planning and Visioning
 - C. Transportation and Public Safety
 - D. Finance, Charter and Boards
5. PUBLIC COMMENTS
6. PROPOSED ORDINANCES / NONE
7. CONTRACTS / AGREEMENTS / NONE
8. ISSUE DEVELOPMENT
 - A. Proposed Walkover at Oleander Street **p. 11**
9. PUBLIC COMMENTS
10. COUNCIL COMMENTS
11. ADJOURN



**CITY OF NEPTUNE BEACH
CITY COUNCIL MEETING
STAFF REPORT**

AGENDA ITEM: Proclamation for National Gun Violence Survivors Week (February 1-8, 2020)

SUBMITTED BY: Katie Hathaway, Moms Demand Action

DATE: January 15, 2020

BACKGROUND: Katie Hathaway, Moms Demand Action, requested the City of Neptune Beach recognize National Gun Violence Survivors Week, February 1-8, 2020.

BUDGET: N/A

RECOMMENDATION: Proclaim February 1-8, 2020 as National Gun Violence Survivors Week

ATTACHMENT:

1. 2020 Gun Violence Survivor Week Proclamation - Neptune Beach (3)



PROCLAMATION

CITY OF NEPTUNE BEACH

WHEREAS, the Centers for Disease Control and Prevention report that every year, over 36,000 Americans are killed in acts of gun violence and approximately 100,000 more are shot and wounded;

WHEREAS, according to the Centers for Disease Control and Prevention and data collected by the Organization for Economic Cooperation and Development, by early February of each year, more Americans are killed with guns than are killed in our peer countries in an entire calendar year;

WHEREAS, a gun violence survivor is defined by Everytown for Gun Safety Survivor Research as anyone who has personally experienced gun violence — whether you have witnessed an act of gun violence, been threatened or wounded with a gun, or had someone you know and cared for wounded or killed;

WHEREAS, Everytown for Gun Safety Survivor Research provides that forms of gun violence can include, but are not limited to: gun suicides, gun homicides, domestic violence involving a gun, shootings by law enforcement, and unintentional shootings;

WHEREAS, a recent nationwide SurveyUSA Market Research Study found that 58 percent of American adults or someone they care for has experienced gun violence in their lifetime, demonstrating the reach and impact gun violence has in communities across America;

WHEREAS, the Centers for Disease Control and Prevention have determined that firearms are the second leading cause of death for children and teens and the first leading cause of death for black children and teens in America;

WHEREAS, Americans in cities across the nation are working to end the senseless violence by advocating for common-sense gun safety legislation;

WHEREAS, by commemorating National Gun Violence Survivors Week on February 1 to February 8, cities across America will raise awareness about gun violence and honor the lives stolen by gun violence; and

WHEREAS, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the wrong hands and encourage responsible gun ownership to help keep our communities safe.

NOW, THEREFORE BE IT RESOLVED, this 21st day of January, 2020, that the City of Neptune Beach declares February 1 to February 8, 2020 to be **National Gun Violence Survivors Week**. We encourage all citizens to support their communities' efforts to prevent the tragic effects of gun violence and to honor and value human lives.

Elaine Brown, Mayor
City of Neptune Beach

**CITY OF NEPTUNE BEACH
CITY MANAGER ACTION LIST**

ISSUE	STATUS	PROJECTED COMPLETION DATE
CITY MANAGER'S OFFICE		
Waste Pro Liquidated Damages	Monitoring resident trash collection complaints on a monthly basis	On-going
FINANCE DEPARTMENT		
Fiscal Year 2019 Closing	Preparing and Posting Journal Entries to close fiscal 2019 year.	Estimated 01/31/2020.
Fiscal Year 2019 Audit	Auditor's requested financial data. Preparing requested documentation and sending it to auditors.	Estimated 03/30/2020.
Duval County Public Schools - Stormwater fees in question	Requesting reimbursement of storm water fees since Jan 2018 in the amount of approximately \$23,000. Addressed the issue with the Ansbacher Law Firm.	Uncertain.
FEMA Disaster Relief Request	Preparing spreadsheet to support administrative expenditures for Hurricane Irma.	Estimated 01/31/2020.
FEMA Disaster Relief Request	Preparing documentation for to be submitted for Hurricane Dorian. FEMA opened disaster relief portal.	Estimated 01/31/2020.
PLANNING AND COMMUNITY DEVELOPMENT		
Code Enforcement (see attached for December 2019)	In progress	On-going
DEP Grant for Florida Blvd. Dune Walkover Amenities	Coordinating Survey	Feb-20
DEP Trails Grant for Jarboe Park	DEP Approved--finalizing minor changes	Jan-20
Dover, Kohl, and Partners	Neighborhood Workshop and site visit 2/18-2/20 or 2/21	Feb-20
DEP Coastal Resiliency Training for Staff	First week of February	Feb-20
500 Atlantic BLVD (Hotel)	Met with hotel Architect and Developer	Jan-20
500 Atlantic BLVD	Met with Property Owner	Jan-20

**CITY OF NEPTUNE BEACH
CITY MANAGER ACTION LIST**

ISSUE	STATUS	PROJECTED COMPLETION DATE
POLICE DEPARTMENT		
DOJ JAG grant #2017-JAGD-1741 and DOJ JAG grant #2018- JAGD	Funds from both DOJ Jag Grants should be available soon.	Equipment upgrades and training equipment will be purchased as needed with approval from the City Manager.
Several Felony Arrests	Seizure of money, vehicles and narcotics for the forfeiture fund.	On Going
Animal Control Enforcement	4 Animal Control Citations and 2 warnings were issued in the month of December.	On Going
Outreach Programs.	Continue to seek and offer Outreach Programs for citizens and schools.	On Going
Special Events, City Events and Outreach Programs	School year 2019/2020 is underway. The Police Department is involved in the School Safety Liaison Program at Neptune Beach Elementary, Fletcher High School and Beaches Chapel K-12.	Ongoing through school year 2019/2020
26.2 Run With Donna.	Planning with The Donna Foundation, The Neptune Beach Police Department, The Jacksonville Sheriff's Office, Atlantic Beach Police Department, The Jacksonville Police Department, FDOT and the Town Center is now meeting weekly.	The Run With Donna will start Friday, February 7th, through Sunday, February 9th. A crowd of several thousand participants and spectators is expected.
Police Officer Hiring process for two new positions approved by the City Council.	Officer Bernardo Roe has been hired and will start orientation/training on Monday, January 13th. Officer Roe is the second officer hired for the agencies two new positions.	Officer Roe starts Monday, January 13th.
Events scheduled for the month of December, 2019.	The No Empty Stocking Program, Christmas In The Park, The Christmas Parade in the Town Center and Santa Visits the City were a big success.	We have also started planning for the 26,2 With Donna this month. Several Agencies are involved.
PUBLIC SERVICES DEPARTMENT		
Water/Sewer rehab from 400-500 block from Florida Blvd. to Seagate Ave.	400 & 500 Block of Margaret St Sewer/Water lines. 400 & 500 Block of Hopkins St process beginning Sewer/Water lines.	Margaret Completed February 2018 / On-going sections
Beach dune crossover rehabs underway	Acon Construction contracted for Florida Blvd. access	On-going
City-Wide Water Meter Replacement	1 meter replaced in December 2019	On-going

**CITY OF NEPTUNE BEACH
CITY MANAGER ACTION LIST**

ISSUE	STATUS	PROJECTED COMPLETION DATE
PUBLIC SERVICES DEPARTMENT		
Water Plant	Routine maintenance for water plant and all city lift stations / Order and take delivery of chlorine as needed / Pull multiple chlorine residuals throughout city / Take reads on well meters Master meter chlorine tank levels and hour meter reads for all 27 pumps in the lift stations 7 days a week / Run generator weekly / Weed eat and mow all city lift stations - Fl. Blvd. water tower - water plant - and lake Neptune banks multiple times / Pull two sets of Bacteriological samples monthly. Submitted the Operational Evaluation Report to D.E.P. / Pull main clearance samples on Water main tie in at 3 rd. & South St. / Working with Odyssey to fix the east chlorine tank ball valve leak / Still working with Sprint - Verizon - and Utility Service Company on the scheduling of the removal and replacement of antennas on the water tower	Work performed in December 2019
W.W.T.P	4 loads on the Belt Press, monthly reports to FDEP, Daily calibrations on all lab equipment, Lab testing on MLSS, SVI and Settleometers, Plant samples processed by A.E.L. which are required by FDEP, Cleaning of NOVA cartridge daily and the NOVA Filters minimum 3 times per week, Process Control adjustments to WWTP, Weed Eating and Edging around WWTP, Jay Weed Eating LS grounds, Jay checking LS daily and Week-ends, Spreading HTH and hosing 3 clarifiers, Cleaned and checked Hach WWTP probes. Sean Blackburn from HACH served the probes, Daily cleaning of OPS center and restroom, Generators run once a week, Ordered SBS, CL2 /Chlorine Glycerin/Micro-C Lab supplies BP cleaner/Polymer Solvent, Added Lime to digester weekly to maintain proper Alkalinity/pH - 20 bags, Passed toxicity re-take which was mandated by FDEP, repaired grit system at WWTP, Crew netting of the center wells and 3 clarifiers, Brock& Sean started the painting of the pipes at WWTP, Replaced the DO probe CAP in IFAS tank, Required maintenance on CL2 Analyzer and reagents changed, Power bump on 12-19-19... reset package plant blower, Carbon Feed pump, west Basin mixer IFAS Blower #4 and Digester transfer pump.	Work performed in December 2019
Parks & Streets	Summary: 2 parks mowing cycles, 3 City R-O-W mowing cycles, 18 cycles of collecting refuse from parks, beaches and Towncenter, 14 signs repaired/replaced, 0 LF of sidewalk, 2 citywide trees trimmed , 240 LF of paving, 0 pothole repairs, 0 driveway repair, 0 LF of curb repairs/added. 2 Herbicide Applications. Water bags installed on new palm trees along 1st St. Paul's office painted. Staked out sidewalk project on Florida Blvd. Banners changed at 5 way. City yard grass cut. Finished hanging Christmas lights throughout city.	Work performed in December 2019

**CITY OF NEPTUNE BEACH
CITY MANAGER ACTION LIST**

ISSUE	STATUS	PROJECTED COMPLETION DATE
PUBLIC SERVICES DEPARTMENT		
Water & Sewer	Summary: 7 water breaks repaired, 5 water services installed, 0' Water main installation, 4 fire hydrants flushed, 0 fire hydrant repair, 0 fire hydrant replaced, 475 LF of sanitary sewer main cleaned, 1 sewer point repair, 6 LF of sewer pipe installation, 65 sanitary sewer manholes inspected, 3 manhole repaired, 0 manhole replaced, 11 water meters installed, and underground 11 utility locate responses. After hours water turn ons from non-payments. Housekeeping at PW Yard areas.	Work performed in December 2019
SENIOR ACTIVITY CENTER		
CDBG 2019-2020 Contract Submitted	Grant Request \$44,895.00	APPROVED IN THE AMOUNT OF \$44,895.00
450 Atlantic Blvd. Temporary location	Month to month-new lease agreement is \$3,000/mo.	April 30, 2020 is the end of the active agreement
CDBG 2020-2021 Application in process	Due January 31, 2020	Requesting \$44,895.00
Planning, Scheduling, and Conducting Senior Interests	Daily	On going
Fundraising Goal for 2019-2020 (previously reported adjusted)	\$59,146.00	YTD 2020 \$34,896.56; 59% of projected total(01/06/2020)
Travel Night Presentation with Premier World Discovery	Tuesday, January 28 @ 5:30pm	Fundraiser
AARP Safe Driver Class	Saturday/Sunday, January 25-26, 2020	Anticipate 25 participants
Group Travel	February 20-March 3, 2020	Fundraiser
Broadway in Jacksonville "Bandstand"	30 participants	Cultural Experience
AARP Tax Wise	February 7-April 10, 2020	Anticipate 180 Tax returns to be filed
Panama Pharmacy Presentation	Wednesday, January 15, 2020	Lunch & Learn-Services provided to seniors
New Classes developed for 2020	Line Dancing and Beginning Bridge	Anticipate additional 25-40 people
Direct Benefit- Persons served	CDBG contract amount for 1250 persons	538 individual persons served to date-43% of target
Submitted by the City Manager on January 21, 2020		

Building Activity October 1, 2019 to September 30, 2020

Month	# of permits issued	Plan review	inspections completed	cash receipts	tree removal permits
Oct-19	109	72	154	\$18,140.88	8
Nov-19	104	42	137	\$17,620.03	10
Dec-19	73	48	125	\$21,535.53	3
Jan-20					
Feb-20					
Mar-20					
Apr-20					
May-20					
Jun-20					
Jul-20					
Aug-20					
Sep-20					
Totals	286	162	416	\$57,296.44	21

Building Activity October 1, 2018 to September 30, 2019

Month	# of permits issued	Plan review	inspections completed	cash receipts	tree removal permits
Oct-18	129	52	178	\$23,496.88	7
Nov-18	93	21	162	\$12,271.32	4
Dec-18	69	22	139	\$14,741.96	6
Jan-19					
Feb-19					
Mar-19					
Apr-19					
May-19					
Jun-19					
Jul-19					
Aug-19					
Sep-19					
Totals	291	95	479	\$50,510.16	17

Difference	-5	67	-63	\$6,786.28	4
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Case Report

12/01/2019 - 12/31/2019

Case Date	Description of Violation	Parcel Address	Date Completed	Main Status
12/27/2019	TRASH DEBRIS		12/27/2019	Closed
12/20/2019	FALLEN TREE	1032 KINGS	12/20/2019	Closed
12/19/2019	EXPIRED POOL PERMIT	1721 THIRD STREET	12/19/2019	Open
12/17/2019	NO VIOLATION; PARKING METER RUN		12/17/2019	Closed
12/16/2019	INVESTIGATION OF PAVERS	1882 NIGHTFALL DRIVE	12/16/2019	Closed
12/14/2019	TREE INSPECTION	1515 PENMAN ROAD	12/14/2019	Closed
12/11/2019	EMERGENCY TREE REMOVAL	1901 JARBOE LANE	12/11/2019	Closed
12/11/2019	CITYWIDE SIDEWALK INSPECTION		12/11/2019	
12/11/2019	ABANDONED DUMPSTER IN ROADWAY	1500 FLORIDA BLVD LIFTSTATION	12/11/2019	
12/9/2019	PARK INSPECTIONS		12/9/2019	
12/9/2019	BEACH / BOARDWALK INSPECTION		12/9/2019	
12/9/2019	CITYWIDE SNIPE SIGNS		12/9/2019	
12/9/2019	AMPLIFIED MUSIC	1848 KINGS CIRCLE S	12/9/2019	
12/7/2019	TREE INSPECTION	1417 NEPTUNE	12/9/2019	Closed
12/7/2019	TRAFFIC / PARKING COMPLAINT	1848 KINGS CIRCLE S	12/7/2019	Closed
12/6/2019	TREE COMPLAINT	602 ROSEBUD LANE	12/6/2019	Closed
12/4/2019	AMPLIFIED MUSIC	1848 KINGS CIRCLE S		Closed
12/3/2019	SPECIAL MAGISTRATE		12/3/2019	Closed

12/3/2019	AFTER ACTION REPORT		12/3/2019	Closed
12/2/2019	PARKING	1848 KINGS	12/2/2019	Closed
12/2/2019	parking	1848 KINGS	12/2/2019	Closed
12/4/2019	CIVIL DISPUTE OVER TREE AND PROPERTY		12/4/2019	Closed
12/17/2019	TALL GRASS, TRASH & CONDITION OF YARD, UNSAFE STRUCTURE	1708 THIRD STREET		Open
12/16/2019	Pallets of pavers stored in front of property. Caller inquired if a permit had been issued yet. No permit found.	1882 NIGHTFALL DRIVE		Closed
12/13/2019	PAID WATER BILL WITH COMPANY CHECK LISTING ADDRESS OF COMPANY IN NB AND NO OCCUPATIONAL LICENSED ISSUED	1020 NEPTUNE LANE		Closed
varies	Tree inspection	3		Closed

Total Records: 26



**CITY OF NEPTUNE BEACH
CITY COUNCIL MEETING
STAFF REPORT**

AGENDA ITEM: Proposed Walkover at Oleander Street

SUBMITTED BY: Julie L. Gleissman

DATE: January 15, 2020

BACKGROUND: In December, 2019, Julie Gleissman contacted Interim City Manager Leon Smith regarding building a handicap walkover on Oleander Street. She will be at the Council workshop to discuss procedure and implementaion.

BUDGET:

RECOMMENDATION: Consider Ms. Gleissman's proposal of the Oleander Street walkover.

ATTACHMENT: 1. Walkover

RE: Walk over on Oleander Street**Leon Smith**

Wed 12/11/2019 1:32 PM

To: gogos12@comcast.net <gogos12@comcast.net>**Cc:** Megan George <megangeorge@nbfl.us>; Catherine Ponson <clerk@nbfl.us>

Hey Julie,

After speaking with staff we feel it would be better to put this on the agenda to discuss with Council at our Tuesday Jan. 21st workshop meeting. Please plan on attending to answer questions that may arise.

Thank you,

Leon



Leon Smith
Director of Public Works
Interim City Manager
City of Neptune Beach
Phone: (904)270-2400 Ext.:32

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From: gogos12@comcast.net <gogos12@comcast.net>**Sent:** Tuesday, December 10, 2019 9:09 PM**To:** Leon Smith <dpw@nbfl.us>**Cc:** Megan George <megangeorge@nbfl.us>**Subject:** Re: Walk over on Oleander Street

Hey Leon

Thank you for responding to my email. I am a resident in Jax Bch but my family's beach house is on Oleander in Neptune Beach that is why I want to have this walkover built. I have my mother who is 83 and also parents with children who are having difficulty getting to the beach with the current walkover. I would love to come to the January 6th council meeting with other neighbors if that would help. It depends about help on building the walkover since we aren't sure the steps that are required to accomplish this. Paul is able to draw up a design and guide us on how to implement the project if that is allowed. As far as the materials we would need help, he said he could donate some but again not sure what we are able to build. We would love to build before May if possible so it's ready for summer. Please help me to understand the procedure to get this done. I appreciate your patience and look forward to hearing back from you.

Sent from my iPhone

On Dec 10, 2019, at 2:08 PM, Leon Smith <dpw@nbfl.us> wrote:

Hello Julie,

I think coming to a Council meeting may be a good idea so that you can share your thoughts and ideas. Our next scheduled meeting is Monday Jan. 6th at 6:00 pm. I have a few questions myself, Are you planning on building it or do you need help? Are you having all the material donated? Also we would need to get a permit from FDEP to construct and we would have to build before turtle season if possible.

Thank you,

Leon

<image001.jpg>

From: JULIE L GEISSMANN <gogos12@comcast.net>

Sent: Monday, December 9, 2019 7:58 AM

To: Leon Smith <dpw@nbfl.us>

Cc: pfarrell@farrellmarine.com

Subject: Walk over on Oleander Street

Good morning Leon,

I spoke to you several months ago about building a handicap walkover on Oleander Street. I have cc'd Paul Farrell, who owns Farrell Brothers Marine Construction. We are wanting to know what is our next step in moving this forward. His company may be able to donate some of the materials, and the neighbors on the street are willing to donate their time to help build, if this helps to get this thing going:) Please let us know if we need to come to the council meeting.

We appreciate your time and look forward to hearing back from you.

Julie Geissmann, Realtor®

RE/MAX Specialist PV

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