



AGENDA
WORKSHOP CITY COUNCIL MEETING
Monday, May 18, 2020, 6:00 PM

**THIS MEETING WILL BE CONDUCTED
VIA COMMUNICATIONS MEDIA TECHNOLOGY p.2**

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. AWARDS / PRESENTATIONS / RECOGNITION OF GUESTS
 - A. Update from Congressman John Rutherford
3. CITY MANAGER REPORT
4. COMMITTEE REPORTS
 - A. Land Use and Parks
 - B. Transportation and Public Safety
 - C. Finance, Charter and Boards
 - D. Strategic Planning and Visioning
5. PUBLIC COMMENTS
6. PROPOSED ORDINANCES
 - A. PROPOSED ORDINANCE NO. 2020-02: An Ordinance of the City of Neptune Beach, Florida, Adding a New Section 23-90; Voluntary Program for Collection of Funds to Help the Needy with Neptune Beach Utility Bills; Providing an Effective Date. p. 4
 - B. PROPOSED ORDINANCE NO. 2020-03: An Ordinance of the City of Neptune Beach, Florida, Amending Chapter 21, Taxation; Article VI, Additional Homestead Exemption; Amending Section 21-120, Additional Homestead Exemption; Increasing the Amount of the Additional Homestead Exemption; Providing an Effective Date. p. 8
 - C. PROPOSED ORDINANCE NO. 2020-04: An Ordinance Creating a New Section 2-388 (Buy American Preference in Contracts for Goods and General Services), Chapter 2 (Administration), Article VI (Finance), Division 2 (Purchasing and Contracts), City of Neptune Beach Code of Ordinances, To Create a Preference for American-Made Goods and General Services in Contracts; Providing for Severability; Providing an Effective Date. p. 12
7. CONTRACTS / AGREEMENTS / NONE
8. ISSUE DEVELOPMENT
 - A. Neptune Beach Senior Activity Center p. 18
9. PUBLIC COMMENTS
10. COUNCIL COMMENTS
11. ADJOURN

INSTRUCTIONS FOR THE MAY 18, 2020 NEPTUNE BEACH VIRTUAL COUNCIL WORKSHOP MEETING

This meeting will be a webinar conducted electronically. No in-person meeting will be conducted as permitted in Governor Executive Order No. 20-69 and extended by Governor Executive Order 20-112. The City has adopted Emergency Rules Regarding to COVID-19 to Govern the Operation of Meetings of the City Council and Board of the City of Neptune Beach. Such rules are available from the City Clerk.

Members of the public may provide written comments in the following manner:

1. Email to the City Clerk prior to the meeting at clerk@nbfl.us.
2. Mailed via U.S. Mail to the City Clerk at 116 First Street, Neptune Beach, Florida, or by placing them in the drop box outside of City Hall, 116 First Street, Neptune Beach, Florida.
3. Fill out the speaker request form located at: <https://www.ci.neptune-beach.fl.us/home/webforms/request-address-council>

Comments must be received by noon on Monday, May 18, 2020. Only written comments of 300 words or less will be read into the record during the meeting. All other written comments received by the deadline will be entered into the record and distributed to the City Council.

The meeting can be observed in the following ways:

- You may register to attend the GoToWebinar and view the meeting on your computer or dial in and listen on your telephone by visiting the following link:

<https://register.gotowebinar.com/register/2913135573957997838>

TO USE YOUR COMPUTER'S AUDIO:

When the webinar begins, you will be connected to audio using your computer's microphone and speakers (VoIP). A headset is recommended.

--OR--

TO USE YOUR TELEPHONE:

If you prefer to use your phone, you must select "Use Telephone" after joining the webinar and call in using the numbers below.

United States: +1 (562) 247-8422

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Webinar ID: 686-856-659

Attendees joining via computer/smart device can refer to instructions below on how to join the webinar at : <https://support.goto.com/webinar/how-to-join-attendees>

For questions or additional information, please contact the City Clerk's office at (904) 270-2400, ext. 30

If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting or hearing the person will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation, including hearing assistance, to participate in this meeting should contact the City Clerk's Office no later than 48 hours prior to the meeting.



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

AGENDA ITEM: PROPOSED ORDINANCE NO. 2020-02: An Ordinance of the City of Neptune Beach, Florida, Adding a New Section 23-90; Voluntary Program for Collection of Funds to Help the Needy with Neptune Beach Utility Bills; Providing an Effective Date.

SUBMITTED BY: Mayor Elaine Brown

DATE: May 13, 2020

BACKGROUND: Certain residents may from time to time require financial assistance for their utility bill. This ordinance would create a utility assistance program to facilitate the collection of contributions to a fund to assist needy citizens and residents.

The ordinance includes the ability for citizens to "round up" their bill, with the additional funds going to the program.

BUDGET: N/A

RECOMMENDATION: Consider Ordinance No. 2020-02, which establishes the voluntary program for collection of funds to help the needy in Neptune Beach Utility Bills.

ATTACHMENT: 1. Ord. No. 2020-02 Neptune in Need

SPONSORED BY:
MAYOR BROWN



ORDINANCE NO. 2020-02

A BILL TO BE ENTITLED

**AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA,
ADDING A NEW SECTION 23-90, VOLUNTARY PROGRAM FOR
COLLECTION OF FUNDS TO HELP THE NEEDY WITH NEPTUNE
BEACH UTILITY BILLS; PROVIDING AN EFFECTIVE DATE.**

WHEREAS, pursuant to Section 2(b), Article VIII of the Florida Constitution and Chapter 166 of the Florida Statutes, the City of Neptune Beach (the "City") possesses the powers to enact ordinances in order to perform municipal functions and render municipal services; and

WHEREAS, the City operates water, sewer, and stormwater utilities within the City and charges such utilities to its citizens and residents; and

WHEREAS, the City contracts for garbage, yard debris, and recycling collection and disposal and charges such services to its citizens and residents; and

WHEREAS, the City Council of the City determines that certain residents may from time to time require financial assistance in order to meet their payment obligations for such utilities and services; and

WHEREAS, the City Council desires to establish a program to facilitate the collection of contributions to a fund to assist such needy citizens and residents in meeting such obligations; and

WHEREAS, the City Council desires that such program be implemented and administered by the City Manager or their designee and utilize the assistance of a needs assessment agency in determining those citizens and residents who qualify for assistance pursuant to the guidelines to be adopted for such program; and

WHEREAS, proper notice has been given of the public hearings of this proposed ordinance and of the public hearings in the City Council Chambers; and

WHEREAS, the public hearings were held pursuant to the published notice described at which hearings the parties in interest and all others had an opportunity to be and were, in fact, heard; and

WHEREAS, the City Council for the City of Neptune Beach, Florida finds and declares that this ordinance is in the best interest of the public health, safety and welfare of the citizens and residents of the City, that it advances a significant and important governmental interest, and that it furthers the City's performance of municipal functions and rendering of municipal services;

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF NEPTUNE BEACH, FLORIDA, THAT:

CHAPTER 23 - UTILITIES
ARTICLE IV – WATER AND SEWER SERVICE CHARGES

Sec. 23-90. Neptune in Need Program.

(a) **Name.**

The name of the program described in this section shall be the "Neptune in Need Program" (the "Program").

(b) **Purpose.**

The purpose of the Program is to assist needy residents and citizens of the City in paying their water, sewer, stormwater, garbage, yard waste, recycling, and other utility bills for services provided by or on behalf of the City which may be owed to the City from time to time. The Program is intended to provide short-term relief to such residents and citizens and is not intended to be used as a long-term benefit.

(c) **Program.**

The City Manager or their designee shall implement and administer the Program in accordance with the provisions of this Section. The City Manager shall cause the director of finance to accept voluntary donations to be used to facilitate the Program. In addition to other means of accepting donations, the City Manager is authorized to instruct the director of finance to establish a process by which residents or citizens may make donations as part of payment of their City utility bills, including a program allowing residents or citizens to "round up" their bill, with the additional funds going to the Program. The City Manager shall cause the director of finance to maintain all donations and other proceeds received for the Program in a separate bank account. The City Manager is authorized to contract with a social service agency to accept and process applications and determine residents and citizens who meet the Program's eligibility guidelines. All eligibility guidelines for the Program will be established by the City Manager and attached as an exhibit to any contract with the administering agency. Any contract with an administering agency must include a cancellation provision whereby either party may terminate the contract upon a thirty-day advance written notice to the other.

(d) **Term.**

The Program shall continue until terminated by the City Council.

(e) **Effective Date.**

This ordinance shall take effect immediately upon passage after second reading/public hearing.

VOTE RESULTS OF FIRST READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Scott Wiley

Passed on First Reading this _____ day of _____, 2020.

VOTE RESULTS OF SECOND AND FINAL READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Scott Wiley

Passed on Second and Final Reading this _____ day of _____, 2020.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, City Clerk

Approved as to form and contents

Zachary Roth, City Attorney



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

AGENDA ITEM: PROPOSED ORDINANCE NO. 2020-03: An Ordinance of the City of Neptune Beach, Florida, Amending Chapter 21, Taxation; Article VI, Additional Homestead Exemption; Amending Section 21-120, Additional Homestead Exemption; Increasing the Amount of the Additional Homestead Exemption; and Providing an Effective Date.

SUBMITTED BY: Councilor Scott Wiley and Mayor Elaine Brown

DATE: May 13, 2020

BACKGROUND: Florida Statutes Section 196.075 provides an authorized homestead exemption of \$50,000 to those who have attained the age of 65 and whose household income does not exceed low income as defined by general law.

This proposed ordinance amends the amount in the Neptune Beach Code of Ordinances Section 21-120 to the maximum rate permitted by F.S. Section 196.075.

BUDGET: N/A

RECOMMENDATION: Consider Ordinance No. 2020-03, amending Code Section 21-120, Increasing the Amount of the Additional Homestead Exemption.

ATTACHMENT: 1. Ord. No. 2020-03 Addl Homestead Exempt

INTRODUCED BY:

COUNCILOR WILEY

MAYOR BROWN



ORDINANCE NO. 2020-03

A BILL TO BE ENTITLED

AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA, AMENDING CHAPTER 21, TAXATION; ARTICLE VI, ADDITIONAL HOMESTEAD EXEMPTION; AMENDING SECTION 21-120, ADDITIONAL HOMESTEAD EXEMPTION; INCREASING THE AMOUNT OF THE ADDITIONAL HOMESTEAD EXEMPTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Article VII, Section 6(d), Florida Constitution, authorizes the State Legislature to enact a general law allowing local governments, for the purpose of their respective tax levies, to grant an additional homestead exemption; and

WHEREAS, said Constitutional Amendment provides that an additional homestead exemption not exceeding fifty thousand dollars to a person who has the legal or equitable title to real estate and maintains thereon the permanent residence of the owner, who has attained age sixty-five, and whose household income does not exceed low income as defined by general law; and

WHEREAS, the State Legislature enacted Chapter 99-341, Laws of Florida, creating Section 196.075, Florida Statutes, implementing then Article VII, Section 6(f), Florida Constitution, (which subsequently became Article VII, Section 6(d), Florida Constitution following the deletion of former s. 6(c) and (d) of the Florida Constitution) effective July 1, 1999, and establishing the right of counties and municipalities to grant an additional homestead tax exemption of up to twenty-five thousand dollars (\$25,000.00) under certain conditions; and

WHEREAS, the State Legislature enacted Chapter 07-4, Laws of Florida, amending Section 196.075(2), Florida Statutes, effective January 1, 2007, to increase the authorized exemption to fifty thousand dollars (\$50,000.00); and

WHEREAS, the Neptune Beach City Council previously adopted Section 21-120 of the City of Neptune Beach Code of Ordinances to provide for an additional homestead exemption accordance with Section 196.075, Florida Statutes, in the amount of twenty-five thousand dollars (\$25,000.00); and

WHEREAS, the Neptune Beach City Council has determined that it is in the interests of the City of Neptune Beach to provide for an additional homestead exemption at the maximum rate permitted by Section 196.075, Florida Statutes and Article VII, Section 6(d), Florida Constitution;

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF NEPTUNE BEACH, FLORIDA, THAT:

Section 1. Section 21-120. Additional Homestead Exemption Authorized, be amended as follows:

Sec. 21-120. Additional Homestead Exemption Authorized.

(a) Commencing January 1, ~~2004~~2021, and annually thereafter, pursuant to Article VII, Section 6(d) Florida Constitution, and F.S. 196.075, an additional homestead exemption of ~~twenty-five~~ fifty thousand dollars (\$~~25~~50,000) is hereby authorized for any person who has the legal or equitable title to real estate and maintains thereon the permanent residence of the owner, who has attained the age of sixty-five (65) and household income does not exceed low income as defined by 196.075, Florida Statutes.

Section 3. Direction to Circulate. The Neptune Beach City Council is hereby directed to provide a copy of this ordinance to the Duval County Property Appraiser's office.

Section 4. Super Majority Vote for Passage of Ordinance. The Florida Statute authorizing the homestead exemption enacted herein requires that the exemption be approved by a super majority vote (a majority plus one) of all members of the governing body to be effective.

Section 5. The Ordinance shall become effective on after passage by the City Council.

VOTE RESULTS OF FIRST READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Scott Wiley

Passed on First Reading this _____ day of _____, 2020.

VOTE RESULTS OF SECOND AND FINAL READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Scott Wiley

Passed on Second and Final Reading this _____ day of _____, 2020.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC, City Clerk

Approved as to form and
correctness:

Zachary Roth, City Attorney



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

AGENDA ITEM: PROPOSED ORDINANCE NO. 2020-04: An Ordinance Creating a New Section 2-388 (Buy American Preference in Contracts for Goods and General Services), Chapter 2 (Administration), Article VI (Finance), Division 2 (Purchasing and Contracts), City of Neptune Beach Code of Ordinances, To Create a Preference for American-Made Goods and General Services in Contracts; Providing for Severability; Providing an Effective Date.

SUBMITTED BY: Mayor Elaine Brown

DATE: May 13, 2020

BACKGROUND: Proposed Ordinance No. 2020-04 would establish a City procurement policy that creates a domestic preference for goods and materials that are manufactured, assembled or produced in the United States.

BUDGET: N/A

RECOMMENDATION: Consider proposed Ordinance No. 2020-04, which creates a preference for American-Made goods and general services in contracts.

ATTACHMENT: 1. Ord. No. 2020-04 Buy American

INTRODUCED BY:

MAYOR BROWN



ORDINANCE NO. 2020-04

A BILL TO BE ENTITLED

AN ORDINANCE CREATING A NEW SECTION 2-388 (BUY AMERICAN PREFERENCE IN CONTRACTS FOR GOODS AND GENERAL SERVICES), CHAPTER 2 (ADMINISTRATION), ARTICLE VI (FINANCE), DIVISION 2 (PURCHASING AND CONTRACTS), CITY OF NEPTUNE BEACH CODE OF ORDINANCES, TO CREATE A PREFERENCE FOR AMERICAN-MADE GOODS AND GENERAL SERVICES IN CONTRACTS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Buy American Act of 1933, 41 U.S.C. 83, requires that the Federal Government in procurement and certain matters involving federal financial assistance utilize U.S. products for the purchase or acquisition of goods, products or materials, as defined in the Buy American Act, whenever possible with some exceptions; and

WHEREAS, in recent years and culminating with the issuance of several Executive Orders, President Trump has issued directives on July 15, 2019, Executive Order 13881 (Maximizing Use of American-Made Goods, Products and Materials), Executive Order 13788 of April 18, 2017 (Buy American and Hire American) and Executive Order 13858 of January 31, 2019 (Strengthening Buy-American Preferences for Infrastructure Projects), which each have reiterated the intent of the Administration to enforce the Buy American Act of 1933 to the greatest extent permitted by law; and

WHEREAS, while the Buy American Act of 1933 only pertains to procurement involving public buildings of the Federal Government and those of certain U.S. territories; and

WHEREAS, the City Council of the City of Neptune Beach (the "City") desires, pursuant to its legislative policy-making authority, to adopt a similar policy as it pertains to City procurement and the expenditure of local public funds, as permitted by federal and state regulations, to create a domestic preference for City procurement purposes of goods and materials that are manufactured, assembled or produced in the United States; and

WHEREAS, the Council finds that establishing a City procurement policy that creates a domestic preference for goods and materials that are manufactured, assembled or produced in the United States promotes the local economy, the economies of neighboring counties and municipalities, as well as strengthens state and

national economic interests, and further promotes security, good government and the general convenience of its citizens, and declares it a valid municipal purpose; and

WHEREAS, it is the firm intent of the City Council that this policy not supplant other federal, state and local law to the extent that this policy would be inconsistent with certain mandates in federal and state law, but is adopted to allow the City to apply a domestic preference for American-made goods and products when local public funds are expended;

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF NEPTUNE BEACH, FLORIDA, THAT:

Section 1. Creating a new Section 2-388 (Buy American preference in contracts for goods and general services), Code of Ordinances. A new Section 2-388 (Buy American preference in contracts for goods and general services), Chapter 2 (Administration), Article VI (Finance), Division 2 (Purchasing and Contracts), City of Neptune Beach Code of Ordinances is hereby created to read as follows:

**CHAPTER 2. ADMINISTRATION
ARTICLE VI. FINANCE
DIVISION 2. PURCHASING AND CONTRACTS**

* * *

Sec. 2-388. Buy American preference in contracts for goods and general services.

(a) Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Bid means a competitive bid procedure established through the issuance of an invitation for bid. The term "bid," as used herein, shall not include requests for proposals (unless specified in the RFP document), requests for qualifications, requests for quotes and requests for information.

Buy American preference means and shall apply to the following products and services that are:

1. *Manufactured*. The term "manufactured" is interpreted to mean to make or process a raw material into a finished product or to turn-out in a mechanical manner;
2. *Assembled*. The term "assembled" is interpreted to mean to fit or to join parts together into a finished product;
3. *Produced*. The term "produced" is interpreted to mean to create or make from raw materials.

To qualify for this preference, 51 percent of the components of the final produce manufactured, assembled or produced to be sold to the City must be

made in the United States. The City Manager shall resolve any issues relating to Buy American preferential status, and that decision on whether a vendor is eligible for a Buy American preference shall be final.

General services means support services performed by an independent contractor requiring specialized knowledge, experience, or expertise.

Goods includes, but is not limited to, supplies, equipment, materials, and printed matter.

(b) Exemptions. The provisions of this section do not apply to:

1. Purchases or contracts with an estimated cost of \$10,000.00 or less. The City Manager and procurement staff will attempt to select products manufactured, assembled or produced in the United States if the quality and price are comparable with other goods.
2. Professional services, which are defined, for purposes of this section, as any services where the City is obtaining advice, instruction, or specialized work from an individual, firm, or corporation specifically qualified in a particular area, and also those services procured pursuant to F.S. § 287.055, the Consultants' Competitive Negotiation Act.
3. Bids for the purchase of, or contract for, the construction/ renovation of public buildings, facilities, public works, or other public construction projects where federal funds are involved. The federal guidelines as to use of the federal funds shall prevail as to the federal funds.
4. Goods or services provided under a cooperative purchasing agreement or utilization of other agency contracts (piggyback contracts).
5. Purchases made or contracts let under emergency or noncompetitive situations (sole source, or a special procurements/bid waiver), or for legal services.
6. The business is determined to be unqualified to perform the work as determined by the City.
7. The business submits a bid that exceeds the projected budget.
8. Projects which have been undertaken by the City prior to the effective date of this section.

(c) Preference in purchase of goods or general services. Except where federal, state or local laws, regulations or policies mandates to the contrary, in the purchase of goods or general services by means of a competitive bid, a preference will be given to a responsive and responsible vendor offering American manufactured, assembled or

produced goods or general services, who is within five percent of the lowest responsive and responsible bidder, by way of an opportunity of providing said goods or general services for the lowest responsive and responsible bid amount.

(d) Preference must be asserted. Said five percent Buy American preference must be asserted by the party seeking it at the time of the competitive bid with the submittal of documentation supporting the assertion that a product is American manufactured, assembled or produced, and shall be calculated by the procurement division in rating competitive bids.

(e) Comparison of qualifications. The preferences established herein in no way prohibit the right of the City Manager or their designee to compare quality of goods or general services proposed for purchase and compare qualifications, character, responsibility and fitness of all person, firms or corporations submitting bids. Further, the preferences established herein in no way prohibit the right of the City Manager or their designee from determining based on criteria and standards developed administratively to allow for selection by preference permitted in another section of this Article.

(f) Waiver. The application of the Buy American preference to a particular purchase, contract, or category of contracts in excess of \$100,000.00 for goods and general services may be waived upon written recommendation of the City Manager and approval of the City Council.

(g) Administrative Policy for Implementation. The City Manager shall be charged with the responsibility to promulgate an administrative policy or regulations consistent with this Section which establishes criteria and procedures for the implementation of this policy including matters involving the consideration of exemptions, comparison of qualifications, and waiver of the policy as provided herein.

(h) Declaration of municipal purpose. It is hereby declared that the carrying out of the purposes of this section by the City is deemed to be furthering a proper municipal purpose.

Section 2. Severability. If any section, sentence, clause, phrase, or word of this Ordinance is, for any reason, held or declared to be unconstitutional, inoperative or void, such holding or invalidity shall not affect the remaining portions of this Ordinance, and it shall be construed to be the legislative intent to pass this Ordinance without such unconstitutional, invalid or inoperative part therein.

Section 3. Effective Date. This Ordinance shall become immediately upon passage by the City Council.

VOTE RESULTS OF FIRST READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Scott Wiley

Passed on First Reading this _____ day of _____, 2020.

VOTE RESULTS OF SECOND AND FINAL READING:

Mayor Elaine Brown
Vice Mayor Fred Jones
Councilor Kerry Chin
Councilor Josh Messinger
Councilor Scott Wiley

Passed on Second and Final Reading this _____ day of _____, 2020.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC, City Clerk

Approved as to form and
correctness:

Zachary Roth, City Attorney



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

AGENDA ITEM: Neptune Beach Senior Activity Center

SUBMITTED BY: Senior Center Director Leslie Lyne, City Manager Stefen Wynn

DATE: May 13, 2020

BACKGROUND: See Attached Senior Activity Center Report

BUDGET:

RECOMMENDATION: See Senior Activity Center Report Recommendation

ATTACHMENT: 1. 18 May 2020 CM SAC Recommendation

Senior Activity Center

Staff Recommendation

18 May 2020



Stefen Wynn, M.P.A.
City Manager &

Leslie Lynne
Director - NBSAC



Senior Activity Center

Timeline of Events: *How We Got to Where We're Going...*



01

Timeline of Events:

*Demolition of Old SAC;
Current Location and
Proposal for Temporary
Relocation*

Timeline of Events

In order to understand the recommendation of Staff for the proposed location of the Senior Activity Center and subsequent action items, the timeline of how the Senior Activity Center came to be at the current location must first be understood. Below is a timeline of events leading to the demolition of the historic location of the SAC, it's current location, and a proposed schedule for continuing the operations of the SAC.

Aug. 2017	IAQ Assessment Conducted, Water Damage Noted
Jan. 2018	Council Workshop, SAC rehabilitation approved
Feb. 2018	Council consensus to approve \$10,000 Repairs
Mar. 5, 2018	CM Hyatt Reported to Council, Structural Engineer Needed
Mar. 19, 2018	CM Hyatt Reported to Council that SAC Operations would be relocated to: 450 Atlantic due to Water Damage
Mar. 23, 2018	Structural Engineer Report Confirmed Structural Damage due to Repetitive Moisture Intrusion
Apr. 2018	SAC Moved into Current Location at: 450 Atlantic with \$1/Month Lease Agreement Thanks to the Generous Donation from Mr. Dickinson
May, 2018	Finance Committee Discussed Demolition or Repair
June, 2018	Staff Recommended Demolition of SAC to Finance Committee
Aug. 15, 2018	Staff Reports SAC is ready for Demolition
Aug. 20, 2018	CM Hyatt Informs Council of Direction to Demolish SAC
Oct. 2018	CM Hyatt Reported to Finance Committee that Demolition will Begin on October 29 th , 2018
Oct. 2018	Demolition Completed at SAC
Apr. 2019	Mr. Dickinson Graciously Extended the Lease Agreement for an Additional Year at \$1/Month
Feb. 2020	Lease Agreement Revisited and Would Require \$3,000/Month and Negotiations Began
Mar. 2020	COVID-19 Pandemic Shuts Programming Operations of SAC
May 2020	Due to COVID-19 Restrictions and No Programming at SAC Staff Decided to End the Lease Agreement and Find an Alternative Temporary Location, SAC will Move from 450 Atlantic on May 22 nd , 2020.



Senior Activity Center

Timeline of Events: *How We Got to Where We're Going... Cont.*

02

Proposed Relocation Schedule: *Moving, Storage, Temporary Location, and Construction of New SAC in Original Location*

Proposed Relocation Schedule:

With the onset of COVID-19 in our community and restrictions in place to protect our vulnerable residents, the SAC has suspended programming since March and has had its doors closed to visitors. With no ability to offer programming to residents, and \$3,000/month rent being due when programming restarts, Staff recommends that the SAC move from its current location at: 450 Atlantic Blvd. to a temporary location at: *The Neptune House* in Jarboe Park.

May 22, 2020	Staff Removes Personal Property from the Current Location at: 450 Atlantic Blvd.
Jun. 1, 2020	Personal Property Necessary for Limited Programming, Once Restrictions are Lifted for Vulnerable Populations, Moved to Proposed Temporary Location at: <i>The Neptune House</i>
Jun. 2020	PW Department to Install a 4' Wide Temporary Concrete Sidewalk from Existing Parking Area to Front Door of <i>The Neptune House</i>
Jun. 10, 2020	Staff Asks Finance Committee to Review Request for Funding Modular Buildings at Original SAC Location
Jun. 15, 2020	CM Wynn Will Ask Mayor & Council for Special Meeting Before the Workshop to Authorize Purchase of Modular Building in Original SAC Location
Jul. 2020	Staff Anticipates Restrictions Lifted for Vulnerable Residents and SAC Can Operate with Limited Programming at: <i>The Neptune House</i>
Jul. 2020	CM Wynn Will Authorize a State Bid Purchase Authorization for New SAC Building
Aug. 2020	Apply for Permitting with SJRWMD & FDEP
Jan. 2021	Staff Anticipates New SAC Building in Original Location will be Operational

Limited Programming

To Be Offered at the Temporary Location at: *The Neptune House*

03

Limited Program Offerings:

Dependent on Restrictions Lifted in July



Limited Programming Offerings:

Monday	9AM-11:30AM	Handwork with Friends
	9AM-12:30PM	Open Play Cards/Canasta (<i>Bring Your Friends</i>)
	1:15PM-2PM	Balance & Strength with <i>Art Jones</i>
	2:30PM-3:15PM	Line Dancing with <i>Shirley</i>
	6PM-6:45PM	Aerobics with <i>Beverly</i>
	7PM-8:30PM	Gentle Yoga with <i>Julie</i>
Tuesday	9AM-9:45AM	Chair Yoga
	10AM-11AM	Qigong Tai Chi with <i>Rhonda</i>
	11AM-NOON	Fitness for Seniors with <i>Rhonda</i>
	12:30PM-1:15PM	Silver Sneakers with <i>Rhonda</i>
	2PM-3PM	Tai Chi for Health & Wellness with <i>Deidre</i>
	3:15PM-5PM	Painting with <i>Linda</i>
Wednesday	9:30AM-10:30AM	Gentle Yoga with <i>Mary Beth</i>
	10:45AM-1PM	Open Play Cards/Canasta & Mah Jong
	Noon	Birthday Party - 1 st Wednesday of Month
	1:15PM-2PM	Balance & Strength with <i>Art Jones</i>
	2:30PM-3:15PM	Line Dancing with <i>Shirley</i>
	3:30PM-5:30PM	Pillow Pals
	6:30PM -7:15PM	Aerobics with <i>Beverly</i>
Thursday	8:30AM-9:45AM	Tops - <i>Taking off Pounds Sensibly</i>
	10AM-11AM	Qigong Tai Chi with <i>Rhonda</i>
	11AM-Noon	Fitness for Seniors with <i>Rhonda</i>
	12:30PM-1:15PM	Silver Sneakers with <i>Rhonda</i>
	2PM-3PM	Tai Chi for Health & Wellness with <i>Deidra</i>
	3:30PM-5:30PM	Movies
	6PM-8PM	Crocheting with <i>Dia</i>
	6PM - 9PM	Coastal Quilters (1 st Thursday of the Month)
Friday	9AM-2PM	Quilting; Sit & Sew; Embroidery Group
	Noon-4PM	Open Play Cards
Saturday	8:30AM-3PM	Quilting



SAC Permanency Proposal:

Where, What, and When?



04

Recommendation:

Where the SAC Could Go

Recommendation: *Where the SAC Could Go*

Staff Recommends that the Senior Activity Center should be constructed in its original location at the intersection of *Strickland Road and Forest Avenue*. Staff arrived at this recommendation based on the pre-existing location of utilities, the available square footage of the space, the ease of access from multiple directions, and the proximity of existing City Buildings.

Staff considered acquiring property in a few locations around the City as well as leasing available commercial space. However, property acquisitions would require a premium price for any property and the lease price of available commercial space wasn't economically feasible for the continued operations of the SAC.

The final recommendation of staff is to move the Senior Activity Center Building back to its original location at *2004 Forest Avenue*.

05

Recommendation:

Modular Building for the SAC

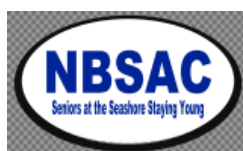
Recommendation: *Modular Building*

Staff considered constructing a new building to house the Senior Activity Center, as well as exploring alternative funding sources for construction. All avenues explored, except for purchasing or '*leasing to own*' modular buildings, had insurmountable obstacles preventing a Senior Activity Center from being built.

Staff recommends that *tasteful* modular building be placed and secured permanently at 2004 Forest Avenue. The proposed modular buildings are of a 5,000sq. ft. footprint that considers additional uses beyond a Senior Activity Center and covers the existing needs of the SAC as well as allows for additional programming in the future. **An example of the type of Modular Building is on the next page of this document.**

Staff have explored innovative ways of funding the project and plan to discuss in further detail about it during the June 10th, 2020 Finance & Budgeting Committee.

The final recommendation of staff is to purchase and place modular buildings at 2004 Forest Avenue to construct the new Senior Activity Center.



Proposed Modular Senior Activity Center:



Photo: Carolina Skiff Model from Vanguard Modulares

06

Recommendation:

When will the Move Happen?

Recommendation: *When?*

Staff plan on being completely out of the 450 Atlantic location by May 22nd, 2020. The Neptune House has largely sat empty and has only been rented (11) times since May 4th, 2019 but had been opened and available since October 2018.

Because of the lack of rentals, and the unavailability of affordable commercial rent, **staff recommends that the Senior Activity Center be located at the Neptune House while a permanent building is being constructed at 2004 Forest Avenue.**

If programming is allowed to begin in July (dependent upon the Governor's Office of the State of Florida), staff recommends that the Neptune House be made available for limited programming as soon as restrictions are lifted and it's deemed safe for vulnerable residents to gather.

To prepare the temporary location at *The Neptune House*, staff recommends that a 4' wide temporary concrete sidewalk be poured from the existing parking lot to the front (west-facing) door of the building.

Once cleared through the Budget and Finance Committee and the City Council, Staff will begin the process of acquiring the permanent modular building, and anticipates an opening date in January 2021.

The final recommendation of staff is to temporarily locate the SAC at the Neptune House in Jarboe Park, and once approved, will begin working on acquiring permanent modular buildings to be located at 2004 Forest Avenue.