



---

## **Finance / Boards / Charter Review Committee**

Wednesday, 10:00 a.m., January 15, 2020  
City Hall, Council Chambers  
116 First Street, Neptune Beach, FL 32266

### **Summary/Recap**

#### **Members In Attendance:**

Councilor Scott Wiley, Chairman

#### **Staff In Attendance:**

Stefen Wynn, City Manager  
Peter Kajokas, Chief Financial Officer  
Richard Pike, Chief of Police  
Leon Smith, Public Works Director  
Kristina Wright, Community Development Director  
Megan George, Deputy Public Works Director  
Colin Moore, Grant and Resiliency Coordinator  
Catherine Ponson, City Clerk

Chairman Scott Wiley called the meeting to order at 10:00 a.m.

#### **Old Business**

##### **Florida Blvd/5<sup>th</sup> Street Project Update**

Public Works Director Leon Smith and Deputy Public Works Director Megan George reported that the City Engineer is reviewing the plans from Parsons Engineering for this project. The plans are 90% complete on the flow rates and calculations. The grant for this project expires in 2022. There is also a bid process that would need to be completed.

##### **Senior Center Update**

City Manager Stefen Wynn reported that the rate for the Senior Center at its current location will be \$3,000 per month beginning in May 2020. He added that the City would need to start budgeting and find creative ways to supplement any sort of construction or relocation.

Finance Director Peter Kajokas confirmed Chairman Wiley's inquiry that the rental fee for the Senior Center is not budgeted. Chairman Wiley commented that appropriations would need to be found. The next step would be to focus on just this issue to find a solution and direction.

#### **New Business**

##### **Stormwater Improvement Project (3<sup>rd</sup> Street Laterals)**

Mr. Wynn reported that this was on the agenda to give an update on the design and the process for funding and budgeting for the implementation.

Mr. Smith stated that the task orders had been signed with Parsons Engineering to complete 30% of the plans. Construction on these projects would not begin this year. The stormwater fee increase would go towards these projects.

#### Renewal of City Contracts

Chairman Wiley explained there are a number of contracts that have expired and now on a month-to-month basis. These include the contract with Jacksonville Beach for electric service and the contract with BBVA for banking services.

The City Attorney contract stipulates a six-month review which should be occurring now. The monthly hours need to be adjusted. Also, acting as a lobbyist for the City could be included. Chairman Wiley added that the City would be seeking state funds and it would benefit the City to have representation.

Mr. Wynn reported that the WastePro contract does not expire until 2023, however there are issues with the service provided. He would need to review the contract to see if there were provisions that could be enforced. The City is running at a deficit in this fund. Chairman Wiley suggested reviewing the tipping fees.

Mr. Wynn stated that these would be reviewed with the City Attorney to address issues in those contracts.

#### Grants Update

Grant and Resiliency Coordinator Colin Moore gave an update of the open grants the City has and is pursuing. He reviewed the Recreational Trails Program Grant for Jarboe Park, which included the bridge, trail amenities and parking. The Land and Water Conservation Fund Grant will be for improvements to the Florida Boulevard beach access.

Mr. Moore reported that a grant has been applied for that would fund a resiliency assessment. This would look at existing and predicted conditions. It would also include an adaptation plan. He added that having projects identified is the first step for grants. The water management district cost share program that also requires shovel-ready projects.

#### Jarboe Park Rehabilitation Project (Phase 1A, 1B & 1C)

Mr. Wynn stated there would be a Land Use and Parks committee meeting to review the phasing and how to implement them this year.

Chairman Wiley commented that there are funds set aside for the Park and there are projects that could be started this fiscal year, such as the tennis courts, pickleball courts and playgrounds.

#### Future Business

Community Development Director Kristina Wright discussed future dates for the next Dover, Kohl event. She added that some of the feedback suggested increasing the diversity of attendance. This could be done by looking at different days and times for the public design meetings.

Police Chief Richard Pike reported the two new police officers budgeted for this year have been hired.

The meeting adjourned at 11:03 a.m.