



Finance / Boards / Charter Review Committee

Thursday, February 13, 2020, 10:00 AM
City Hall, Council Chambers
116 First Street, Neptune Beach, FL 32266

Meeting Summary/Recap

Members In Attendance:

Councilor Scott Wiley, Chairman
Vice Mayor Fred Jones (10:50 a.m.)

Staff In Attendance:

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

Old Business

Senior Center Update

City Manager Stefen Wynn stated he had been in contact with the owner of the current location of the Senior Center. The lease could be renewed for one year with conditions, including \$3,000 per month rent beginning in May 2020, the leasing of office space around the Center and the building be recognized as an office building.

Senior Center Director Leslie Lyne reported that the owner is beginning a renovation, including the parking lot, to the extent that it would affect getting into and out of the building. The parking lot project could take up to two months. Her concern is paying rent when the building has no ingress or egress. She added that there is a 90-day termination clause.

Chairman Wiley stated that the City Attorney would need to review the lease to be renewed. He suggested scheduling a meeting with the architect regarding the renovations of the site.

Permanent Location Discussion

Chairman Wiley stated that possible permanent locations need to be discussed. The City does not own any other property other than where the Center was previously located on Forest Avenue and Jarboe Park.

Mr. Wynn advised to bring up the Forest Avenue location at the upcoming Vision Plan workshops. In order to make the most informed decision, it is important to see what people's thoughts are.

Grant and Resiliency Coordinator Colin Moore stated that one concern is building something well out of the floodplain.

Chairman Wiley advised there would be more information at the next Committee meeting and then present to Council when more questions have been answered.

Renewal of City Contracts Update

Mr. Wynn reported that the agreement the City has with Liftoff for IT Licenses. They are a third-party company that handles the licensing and the City should let that expire and handle the licensing in-house.

The next agreement for discussion is the parking consultant agreement. The consultant has been given a punch list to complete. The agreement expires on March 4, 2020. Mr. Wynn would like to extend the agreement for 12 months, with an option to terminate after a 5-month review and 30 days 'notice. The agreement will be on the February 18, 2020, Council workshop.

Grants Update

Grant and Resiliency Coordinator Colin Moore gave an update of the open grants the City has and is pursuing, including the resiliency study grant, and additional funding for Florida Boulevard and Davis Street.

New Business

Mr. Wynn reported he had met with a firm that could create a simple educational video and educational marketing materials to create a way to show how to utilize the system. This will help make it easier for everyone to use. He will verify if he needs to get two more quotes based on the City's purchasing policy.

The meeting adjourned at 11:06 a.m.