



MINUTES
WORKSHOP CITY COUNCIL MEETING
MONDAY, APRIL 15, 2019, 6:00 P.M.
CITY HALL, 116 FIRST STREET
NEPTUNE BEACH, FLORIDA

Pursuant to proper notice a Workshop City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, April 15, 2019, at 6:00 p.m., in the Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida

Attendance

IN ATTENDANCE:

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

STAFF:

City Manager Andrew Hyatt
 Deputy City Manager Amanda Askew
 City Attorney Patrick Krechowski
 Finance Director Peter Kajokas
 Chief of Police Richard Pike
 Director of Public Works Leon Smith
 City Clerk Catherine Ponson

**Call to
 Order/Pledge
 of Allegiance**

Mayor Brown called the workshop meeting to order at 6:00 p.m. and Councilor Wiley led the Pledge of Allegiance.

AWARDS / PRESENTATIONS / RECOGNITION OF GUESTS

**Roundabout
 Study Analysis**

Christopher LeDew, Chief of Traffic Engineering, City of Jacksonville, presented the updated roundabout feasibility analysis for the intersection of Penman Road and Florida Boulevard. Also present were John Kolczynski, City of Jacksonville, and Josh Reichert and Stefan Escanes of Metric Engineering.

Mr. LeDew gave a broad overview of the study, which included explaining what a roundabout is, the differences between roundabouts and signals, feasibility, the safety benefits and design considerations for pedestrians and bicyclists.

Council discussion and questions included types of roundabouts, pedestrian safety, crash data, timing and delay analysis, alternative plans for the intersection and how it would affect homes surrounding the roundabout.

Mayor Brown thanked Mr. LeDew for his presentation and stated the Council would review and follow-up on this project.

CITY MANAGER REPORT

**City Manager
 Report**

City Manager Andy Hyatt reported the following:

- The Municipal Comprehensive Emergency Management Plan has been prepared and submitted to Duval County as required.

- Easter in the Park is scheduled for Friday, April 19, 2019, beginning at 10:00 a.m. in Jarboe Park.

Chief Richard Pike reported that Movies with the Mayor is scheduled for Saturday, April 27, 2019, at 6:00 p.m. in Jarboe Park. This is being sponsored by Community First, and there is no cost to attend the event. ,

COMMITTEE REPORTS

Land Use and Parks	Committee Chairman Josh Messinger reported that the committee met on Wednesday, April 10, 2019, at noon. He stated they discussed Jarboe Park tree mitigation funding, the RFQ for the Comprehensive Plan and Land Development Code, the Special Events Policy, the ordinance to make the dog leash lengths consistent and tree canopy restoration.
Strategic Planning and Visioning/ Transportation and Public Safety	Committee Chairman Fred Jones reported that both committees met on Thursday, April 11, 2019, and discussed funding/grants, the RFQ for the Comp Plan and LDC update, which will also include a sample RFQ to prepare a form-based code, and the roundabout study and evaluation. The transportation and public safety committee discussed the active transportation network streets, which includes a capital improvement plan for sidewalks and bike lanes, the parking program, and the Oakhurst Drive issue.
Finance/Charter/ Board Review	Committee Chairman Scott Wiley reported that his committee would meet on Wednesday, March 20, 2019, at 10:30 a.m. and would be discussing impact fees along with other budgetary items.

PUBLIC COMMENTS

Public Comments	Mary Frosio, 1830 Nightfall Drive, Neptune Beach, spoke regarding the proposed roundabout. She stated that the roundabout is a viable solution. However, she had concerns for pedestrian safety. Shellie Thole, 217 Oleander Street, Neptune Beach, spoke regarding parking and residential creep. She also commented about the minimum width requirements and short-term rentals. Pat Hazouri, 207 Florida Boulevard, Neptune Beach, spoke regarding the roundabout. She expressed concerns for pedestrians and for the traffic exiting the roundabout. Ginny Thurson, 1200 7th Street, Neptune Beach, commented about the roundabout questioned if there were plans for ingress and egress on side streets such as Hagler Drive and Cedar Street. She also questioned if golf carts and scooters were under consideration in the parking program.
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PROPOSED ORDINANCES

Ord. No. 2019-05, Animals, Sections and 6-1 and 6-31	<u>Proposed Ordinance No. 2019-05</u>, An Ordinance of the City of Neptune Beach Amending Chapter 6, Article I, Section 6-1, Definitions, and Article II, Section 6-31(b)(1), Dogs on the Beach Councilor Messinger explained this ordinance would make the leash length of 12 feet consistent throughout the Code.
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CONSENSUS: **MOVE FORWARD FOR FIRST READ AT THE REGULAR COUNCIL MEETING ON MAY 6, 2019.**

CONTRACTS / AGREEMENTS / NONE**ISSUE DEVELOPMENT**

Parking Program Update Parking Program Update. Parking Consultant Mark Rimmer reported that the pilot parking program is moving forward. He commented that the Cities were working on the golf cart aspect. The equipment is being manufactured. He has a meeting scheduled with Parkeon to begin setting up the integration with NuPark for the license plate recognition system. A meeting with the Merchants Association was held where short-term time limits and signage were discussed.

Mr. Rimmer continued that the kiosks would have an instructional video on how to use the kiosk and the app. Those same videos would be on the City website. A simple program has been developed for the residential buffer zone and how to manage the residential creep. Resident community meetings would be set up to receive public input, and a single-page informational flyer would be distributed. He added that the employee parking program is an agency program. He would assist with the enforcement and administration of that program.

Councilor Wiley commented that he had hoped all of the suggestions would be implemented prior to the proposed start date. He expressed his concerns for employee and residential parking.

Mr. Rimmer advised that the middle of May rollout is a “soft” rollout. There would not be any towing or ticketing. The policies would be in place. The parking attendants would be walking and not utilizing the slow-moving vehicle in the residential and commercial areas. They would also be answering any questions.

Mayor Brown stated that all of the information would come before the Council for approval.

Comp Plan and LDC Update Comprehensive Plan and Land Development Code Revision RFQ (Request for Qualifications). Deputy City Manager Amanda Askew explained that the proposed update for the Comprehensive Plan and Land Development Code (LDC) have been through the Land Use and Parks Committee and the Strategic Planning Committee. This would incorporate both the update to the Comp Plan and LDC rewrite. The City has a good foundation of the Comp Plan, and this would bring it into compliance with state requirements. The City would like to encourage sustainability, environmental qualities and look at the adaptation to the potential sea level rise. The LDC would take a hybrid approach with a form-based code.

The committees recommended changes to the RFQ, which included adding language requiring architectural diversity, promoting property maintenance, changes to the timeline, the Technical Assistance Panel (TAP) recommendations, and the form-based code provisions.

Councilor Wiley questioned who prepared the existing Comp Plan, if this a complete redo of the Master Plan, rather than an update, and expected costs.

Ms. Askew answered it was originally done by an outside firm and then the Planning Board updated it. She continued that the fundamental basis is there and the City needs to look at state requirements and density. She stated that this would also need to show the direction the City wants to go in the future and it would be a major update. She indicated it was not a budgeted item; however, by the time the project starts, items would be added for the new fiscal year. Using the same firm for both the Comp Plan and LDC would provide cost savings.

Vice Mayor Jones commented that public participation would be a huge component. He stated this would be the City's first real master and visioning process. He added that the pre-RFQ meeting would be important to the process and we need to make sure it is advertised through a number of different channels.

Councilor Messinger remarked that this is a great investment in the City's quality of life and future. This document will transcend this Council and future councils into the direction the City wants to go. He stated he agrees with the recommended changes presented and the timeline. He wants to make sure they are incorporated into the final RFQ.

Councilor Chin questioned if there were grants available to help cover some of the costs as some of the issues addressed include sea level rise, resiliency and tree canopies.

Ms. Askew explained that there had not been one received for the Comp Plan. However, the City was looking at a separate resiliency study and then follow up with the Comp Plan.

Mayor Brown questioned the wording "that requires architectural diversity for contiguously developed residential properties." She stated she had concerns with the word "requires." She suggested using the word "encourages" as the City has no architectural standards.

Ms. Askew stated that the word could be "encourages." She added that the thought process was to avoid "cookie-cutter" homes and have architectural features in the front of the home.

Councilor Messinger commented that the concern is the City is losing character on some of the streets where houses are being built. This would require the developer to engage with an architect to design different homes or make substantial changes.

Vice Mayor Jones stated that having a degree of architectural diversity was a critical item addressed in the ULI/TAP report. He mentioned that part of the benefit of having a form-based code is that a modicum of architectural diversity can be established.

The RFQ would be on the May 6th Council agenda after the wording has been incorporated as discussed.

City
Attorney/City
Manager Hiring
Process

City Attorney / City Manager Search Process. Mr. Hyatt reported that the ad for the City Manager has been posted on the Florida League of Cities and the Florida City and County Managers websites. It is also on the City's website with a deadline of May 15th, 2019. The ad for the City Attorney is posted until May 3rd, 2019 and he suggested scheduling a special meeting by the end of the month.

He thanked City Attorney Patrick Krechowski for his work for the City and the Mayor stated she appreciated him as well.

Councilor Wiley thanked Mr. Krechowski and asked if the new attorney would be on contract or in-house.

Mr. Hyatt answered that would need to be decided by the Council.

Councilor Messinger agreed a special meeting should be scheduled.

Mayor Brown added that more information would be available and whether the new attorney would be in-house or on contract would be discussed at that meeting

Res. No.
2019-05,
Pension Board
Members

Resolution No. 2019-05, A Resolution of the City of Neptune Beach Reappointing Members to the Police Officers' Retirement Board.

Mayor Brown explained that this would reappoint Jennifer Kowkabany and John Jolly to new terms on the Police Officers' Retirement Board.

CONSENSUS: **MOVE FORWARD TO MAY 6, 2019 CONSENT AGENDA**

Res. No.
2019-06,
American
Flood Coalition

Resolution No. 2019-06, A Resolution of the City of Neptune Beach Joining the American Flood Coalition

Mayor Brown explained this would allow the City to join the American Flood Coalition.

CONSENSUS: **MOVE FORWARD TO MAY 6, 2019 CONSENT AGENDA**

Public
Comment

Rona Brinlee, 220 1st Street, Neptune Beach, owner of Bookmark in the Beaches Town Center, thanked Mark Rimmer and the City for addressing the issue of having spaces available for a quick turnaround time.

Ann Hindman, 113 Bay Street, Neptune Beach, spoke regarding the importance of employee parking. She also questioned when the specifics of fees for residents would be disclosed.

Mayor Brown reported that the City of Neptune Beach is still working with the City of Atlantic Beach. It has been suggested that a special meeting be held and those issues would be addressed

COUNCIL COMMENTS

Councilor Chin questioned if it was useful to send a resolution or statement to Tallahassee from the beach cities addressing the short-term rental legislation that is being considered.

Mayor Brown stated that she, Mayor Latham of Jacksonville Beach and Mayor Glasser of Atlantic Beach have sent statements. She would provide the legislative committee members information to Council in order to send their statements.

Councilor Messenger reminded everyone of the Earth Day event on Saturday, April 21st, 2019. He encouraged all to come and visit the Butterfly Garden.

Councilor Wiley commented that as Earth Day and Arbor Day coincide and those events could be pulled together. He also encouraged emails or phone calls to senators for the short-term rentals due to the status of that bill.

Adjournment

There being no further business, the workshop meeting adjourned at 7:56 p.m.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, City Clerk

Approved: _____