



AGENDA
CITY COUNCIL WORKSHOP MEETING
Monday, May 16, 2022, 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. Proclamation - National Safe Boating Week, May 21-27, 2022 p. 2
 - B. Proclamation - National Gun Violence Awareness Day - June 3, 2022 p. 3
3. DEPARTMENTAL SCORE CARD p. 5
4. COMMITTEE REPORTS
 - A. Charter Review
 - B. Finance
 - C. Land Use and Parks
5. PUBLIC COMMENTS
6. PROPOSED ORDINANCES / NONE
7. CONTRACTS / AGREEMENTS / NONE
8. ISSUE DEVELOPMENT
 - A. RESOLUTION NO. 2022-06, A Resolution of the City of Neptune Beach, Florida, Adopting a Schedule of Fees to be Instituted for Various City Services; Providing for Severability, and Providing an Effective Date, p. 26
9. PUBLIC COMMENTS
10. COUNCIL COMMENTS
11. ADJOURN



PROCLAMATION

City of Neptune Beach

WHEREAS, for nearly 100 million Americans, boating continues to be a popular recreational activity. From coast to coast, and everywhere in between, people are taking to the water and enjoying time together boating, sailing, paddling and fishing; and

WHEREAS, National Safe Boating Week is observed to bring attention to important life-saving tips for recreational boaters so that they can have a safer, more fun experience out on the water throughout the year.

WHEREAS, on average, 650 people die each year in boating-related accidents in the U.S.; 75 percent of these are fatalities caused by drowning; and

WHEREAS, the vast majority of these accidents are caused by human error or poor judgment and not by the boat, equipment or environmental factors; and

WHEREAS, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets; and

THEREFORE, the City of Neptune Beach supports the goals of the Safe Boating Campaign and the start of the year-round effort to promote safe boating and proclaim **May 21-27, 2022**, as

NATIONAL SAFE BOATING WEEK

And we urge all those who boat to practice safe boating habits and wear a life jacket at all times while boating.

Elaine Brown, Mayor
City of Neptune Beach



PROCLAMATION CITY OF NEPTUNE BEACH

WHEREAS, every day, more than 110 Americans are killed by gun violence, alongside more than 230 who are shot and wounded, and on average there are more than 16,000-gun homicides every year; and

WHEREAS, Americans are 26 times more likely to die by gun homicide than people in other high-income countries; and

WHEREAS, Florida has 2,849 gun deaths every year, with a rate of 12.9 deaths per 100,000 people and Florida has the 27th highest rate of gun deaths in the US;

WHEREAS, gun homicides and assaults are concentrated in cities, with more than half of all firearm related gun deaths in the nation occurring in 127 cities; and

WHEREAS, cities across the nation, including Neptune Beach, are working to end the senseless violence with evidence-based solutions; and

WHEREAS, protecting public safety in the communities they serve is a mayors' highest responsibility; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people with dangerous histories; and

WHEREAS, mayors and law enforcement officers know their communities best, are the most familiar with local criminal activity and how to address it, and are best positioned to understand how to keep their citizens safe; and

WHEREAS, gun violence prevention is more important than ever as the COVID-19 pandemic continues to exacerbate gun violence after more than two years of increased gun sales, increased calls to suicide and domestic violence hotlines, and an increase in city gun violence; and

WHEREAS, in January 2013, Hadiya Pendleton was tragically shot and killed at age 15; and on June 3, 2022 to recognize the 25th birthday of Hadiya Pendleton (born: June 2, 1997), people across the United States will recognize National Gun Violence Awareness Day and wear orange in tribute to:

- (1) Hadiya Pendleton and other victims of gun violence; and
- (2) the loved ones of those victims; and

WHEREAS, the idea was inspired by a group of Hadiya's friends, who asked their classmates to commemorate her life by wearing orange; they chose this color because hunters wear orange to announce themselves to other hunters when out in the woods and orange is a color that symbolizes the value of human life; and

WHEREAS, anyone can join this campaign by pledging to wear orange on June 4th, the first Friday in June in 2022, to help raise awareness about gun violence; and

WHEREAS, by wearing orange on June 3, 2022, Americans will raise awareness about gun violence and honor the lives of gun violence victims and survivors; and

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

NOW, THEREFORE BE IT RESOLVED, that the City of Neptune Beach Florida declares the first Friday in June, June 3, 2022, to be National Gun Violence Awareness Day. We encourage all citizens to support their local 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
DEPARTMENTAL SCORE CARD
(REVISED 05/11/2022)

Dept Score Card

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
CITY MANAGER'S OFFICE					
Special Event Policy Update	Working on Framework	N/A	2/15/2021	12/31/2021	In progress
Comprehensive Emergency Management Plan Review	The MCEMP went through an exhaustive update last year 5/25/2021 Emergency Management Meeting with Staff; NBPB updating.	N/A	3/10/2021	1/30/2022	In Progress
Various Personnel Policy Updates	Draft back from consultants and with department heads for review and revision due 11/23/2021.	N/A	3/5/2021	1/30/2022	In progress
FOP Contract Negotiations			7/1/2021	TBD	
CFO Search	Begins 8/12/2021--estimated completion 9/30/2021		8/11/2021	12/30/2021	
Budget Planning	First hearing on 9/8/2021, second hearing on 9/20/2021		5/20/2021	9/27/2021	Complete
Beach Recycling, Container Improvements and Educational Signs at Beach Accesses			In progress		
Waste Pro Liquidated Damages	Ongoing	N/A	N/A	N/A	On-going
FINANCE DEPARTMENT					
Tyler Technologies Financial Software Replacement	Update & Submit City's 1,600 general ledger accounts to conform with Florida Uniform Chart of Accounts to include project codes.		11/17/2020	New Chart of Accounts Rebuilt and reviewed completed.	
Fiscal Year 2021 Audit	Auditor's requested financial data. Preparing requested documentation and sending it to auditors.		Ongoing	Audit requests provided to new Audit Team.	Completed by MP
Fiscal Year 2021 Audit	Compile FY 2021 Basic Financial Statements		Ongoing	In progress	
Fiscal Year 2021 Audit	Complete FY2020 Audit Entries and book FY 2020 Adjusting Entries.		Ongoing	In progress	
Vacancy	Staff Accountant		3/25/2022	Ongoing	
New Banking Services	Move all city Cash Deposits to new bank.		3/1/2021	In progress	
Reconciling Cash for Audit	Ongoing		4/5/2022	In progress	
PLANNING AND COMMUNITY DEVELOPMENT					
Building Department Activity (see CM report for Month)	Updated Monthly in the City Manager's Report	N/A	ongoing	5/2/2022	Ongoing
Code Enforcement Activity (see CM report for Month)	Updated Monthly in the City Manager's Report	N/A	ongoing	5/2/2022	Ongoing
Commercial Fire Inspection Activity (see CM report for Month)	Updated Monthly in the City Manager's Report	N/A	ongoing	5/2/2022	Ongoing
Community Development Board Meeting	Meeting to be held May 11th to discuss a residential variance for a garage and a commercial variance for rear and side setbacks. Special meeting to be held 5/23/22 @6PM for LDC update.	N/A	ongoing	5/10/2022	5/23/2022
Phase III: First Draft Land Development Code- Internal	Received Land Use Section from DKP 5/9/22. Complete draft to be completed by 5/18/2022.	N/A	ongoing	4/11/2022	ongoing

**CITY OF NEPTUNE BEACH
DEPARTMENTAL SCORE CARD
(REVISED 05/11/2022)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
PLANNING AND COMMUNITY DEVELOPMENT					
Phase III: City Staff Internal Review	Staff has completed the internal review of all sections and sent comments to D&K on revisions. As D&K sends back revised sections, staff is reviewing for consistency. Staff also has a meeting with D&K to discuss the future of the endeavor 3/10/22	N/A	ongoing	3/9/2022	3/1/2022
Phase III: First Draft Land Development Code- Public	Full Draft of LDC with all revisions going to CDB 5/23/22 and to Council 6/6/22	N/A	2/9/2022	5/10/2022	5/23/2022
Phase III: Code Testing	Code Testing was completed using DK proposed language not staff revisions for the RC Overlay. Staff has suggested Code Testing using the language staff recommended for the RC Overlay.	N/A	ongoing	5/10/2022	TBD
Phase III: 1st Draft Code Workshop	This is being passed as City Council will hold the first hearing 6/6/22	N/A	ongoing	5/10/2022	6/6/2022
Phase III: Public Presentation	This will be completed during the CDB Special Meeting 5/23/22	N/A	ongoing	5/10/2022	5/23/2022
Phase III: Technical Meetings and Stakeholder Meetings	A meeting was held with DKP on 5/2/22 to discuss the revisions requested by staff. In the meeting there were no issues with the revisions	N/A	ongoing	5/10/2022	TBD
Phase III: Review of Public Comments	Ongoing...Public comments and questions are being addressed daily as they come in.	N/A	ongoing	5/10/2022	TBD
Phase III: Code Revisions and Final Draft LDC	Final Draft will be completed 5/18/22	N/A	ongoing	5/10/2022	TBD
Phase III: Presentation of Final Draft LDC	5/23/22 to CDB and 6/6/22 to City Council	N/A	ongoing	5/10/2022	TBD
Phase III: Final Document Revisions	6/20/2022	N/A	ongoing	5/10/2022	TBD
Phase III: Public Hearing Presentation	7/5/2022	N/A	ongoing	5/10/2022	TBD

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(REVISED 05/11/2022)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
PLANNING AND COMMUNITY DEVELOPMENT					
CRA: Finding of Necessity Research Data Collection and Analysis	Staff has placed this on hold pending the LDC adoption	N/A	N/A	Completed	TBD
CRA: Networking and Outreach	On hold	N/A	N/A	11/10/2021	TBD
CRA: Submit Finding of Necessity to DEO and Taxing Authorities	On hold	N/A	N/A	11/10/2021	TBD
CRA: Board Meeting	On hold	N/A	N/A	11/10/2021	TBD
CRA: Creation of the CRA Plan and Establishing a CRA Trust Fund	On hold	N/A	N/A	11/10/2021	TBD
Fee Resolution	Staff has reviewed and is drafting an updated city wide fee resolution to be presented at the May 20, 2022 Workshop	N/A	3/9/2022	5/10/2022	TBD
GRANTS & RESILIENCY					
Jarboe Park Phase 1 - Tennis, Pickleball Courts & Volleyball Courts - Opening	Additional Landscaping - May/June 2022		1/1/2021	5/9/2022	In progress
Jarboe Park Phase 1 - Tree Planting Plan	Planting Plan approved by COJ Tree Commission on 12/15/2021		1/1/2021	5/9/2022	Completed
Jarboe Park Phase 1 - Tree Planting	Planting tentatively scheduled for May/June 2022		1/1/2021	5/9/2022	In progress
Jarboe Park- Additional Shade Structures	1st quote for additional shade received week of 5/2/2022		5/1/2022	5/9/2022	In progress
Resiliency Lab at Jarboe Park - MOU	MOU with Smart North Florida executed on 2/15/2022		8/1/2021	5/9/2022	Completed
Resiliency Lab at Jarboe Park - Pilot Technologies Identification	Soofa Smart Kiosk - Discussions with vendor on 8/25/2021, 9/15/2021 and 1/27/2022		8/1/2021	5/9/2022	In progress
Resiliency Lab at Jarboe Park - Pilot Technologies Identification	City Council approved Storm Sensor project on 2/7/2022, Sensor installed on 3/24/2022, Demo on 4/14/2022, Weather Station online week of 5/9		8/1/2021	5/9/2022	In progress
Resiliency Lab at Jarboe Park - StormSensor Expansion	City Council approved 5/2/2022, Sensors scheduled to be installed 5/9 to 5/20/2022 before Hurricane Season begins		5/1/2022	5/9/2022	In progress
Community Resilience Planning Grant	\$100,000 grant announced on 5/3/2022, initial grant documents received 5/9/2022	\$100,000 (Reimbursable Grant)	5/3/2022	5/9/2022	In progress
COJ Penman Road Complete Streets Project Study	Community Meeting on 12/15/2021 - study scheduled for completion by Fall 2022, design phase to begin 1/1/2023		10/1/2021	5/9/2022	In progress
FDOT Atlantic Blvd and Third St Intersection Improvements and Bay Street Pedestrian Hybrid Beacon and Crosswalk	Construction started on 1/3/2022 - scheduled for completion by Fall 2022		7/1/2021	5/9/2022	In progress

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ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
POLICE DEPARTMENT					
Motorola P1 Computer Aided Dispatch (CAD) Project	Development Stage, Awaiting on CONB CIO Connection Stage	\$35,000	7/12/1905	Active	In progress
2020-JAGC-DUVA-7-5R-172 (Tech. / Wellness Project)	Funds Awarded, Project being Deployed	\$57,002 (+)	7/1/2021	Active	In progress
2021-JAGC-DUVA-4-3B-127 (TBD)	Funds Awarded, Pending Deployment	\$52,858 (+)	1/1/2021	Active	In progress
2021 Annual Review Reports & Audits	Review of Final Draft	N/A	1/3/2022	Active	In progress
Firehouse Public Safety Grants	Grant Applied, Awaiting Award	\$19,000	4/7/2022	Upcoming	Pending
DUI Unit Body Worn Camera (BWC) & In-Car Camera Project	50% Deliverables received, pending training & deployment	\$7,748	7/13/1905	Active	In progress
Patrol Rifle Refresh	100% Deliverables received, Curriculum Development Completed, Phase 1 Deployment Complete, Phase 2 in Progress	\$5,000.00	7/13/1905	Active	In progress
Replacement of Totaled Police Vehicle	Vehicle Arrived @ Upfitters Upfit Pending Equipment Arrival	\$45,000.00	11/30/2021	Active	Completed
Auction Surplus Vehicles and Equipment	Several Vehicles Sold - Pending Funds & Pickup	N/A	1/3/2022	Active	Completed
PUBLIC WORKS DEPARTMENT					
Florida Blvd. Culvert Replacement Project	<p>In Construction:</p> <ul style="list-style-type: none"> - AT&T relocated its facilities in conflict with the project as of 1/10/2022. - The City's Contractor submitted Change Order No. 1 for additional MOT cost that would add \$7,476.60 to the project. - The City's Contractor submitted Change Order No.2 for additional MOT used during ATT relocations that would add \$17,105.10 to the project. -With these change orders the project remains below the total bid price of \$996,754.49 approved during the July 19, 2021 Council meeting that included a \$75,000 Buyers Contingency Allowance for small change orders. - Monthly progress meeting with the Contractor on 4/21/2022. - The Contractor requested a change order to move the substantial completion date by 30-days, but still keep final completion on June 1. - The Engineer's Change Order #3 - Entitlement Review supported adding 5 of the requested days to the substantial completion date moving substantial completion to May 14, 2022. - Change Order #3 being processed that would add 13-days to the substantial completion date - With the Contractor's Application for Payment No. 7 the project is 85% completed. 	<p>Original Contract Price: \$921,754.49 Change Orders: \$24,581.70 Contract Price incorporating Change Orders: \$946,336.19</p>	August 10, 2021	June 01, 2022	On-going

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ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
PUBLIC WORKS DEPARTMENT					
WTP Emergency Response Plan	Professional Services: - Draft version submitted by the Consultant on 12/17/2021 - Certified the draft version to the EPA on 12/17/2021 - Meeting scheduled with Consultant on 1/13/2022 - Consultant conducted a site visit on 1/25/2022. - Consultant working on final review, edits, and comments with the City's new Water and Wastewater Plants Division Chief.	Consulting Fee: \$41,964.00	November 17, 2021	January 31, 2022	On-going
CUP Renewal and well relocation design	Professional Services: -The Supplemental Agreement with the Consultant was approved during the January 3, 2022 Council meeting - Kick-off meeting with the Consultant on 1/14/2022. - The Consultant worked on flow projections calculations for the CUP renewal. - Pre-application meeting with the SJRWMD held on 4/21/2022 to review flow projections. The SJRWMD requested revisions to the flow projections as presented. - The Consultant revised the flow projection calculations based on SJRWMD comments.	Consulting Fee: \$421,000	January 07, 2022	July 30, 2023	On-Going
Phase I WWTF improvements to address the Consent Order	- Kick-off meeting with the City's Consultant held on January 10, 2022 - Meeting with FDEP to discuss modifications to the Consent Order on January 14, 2022 - Meeting with SJRWMD to discuss possible SJRWMD Grant Funding Opportunities on February 2, 2022 - Submitted SJRWMD grant application on 2/18/2022. - Consultant coordinating with FDEP on requesting consent order modifications. - Consultant analyzed existing data, BioWIN modeling, and preliminary sizing calculations for plant 2 modifications. - Progress meeting with the City's Consultant on 5/2/2022.	Consulting Fee: \$412,096.43	December 09, 2021	July 30, 2023	On-Going

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PUBLIC WORKS DEPARTMENT					
Stormwater strategic planning	<ul style="list-style-type: none"> - Kick-off meeting held on December 21, 2021 - Coordinated the public engagement meeting - Prepared public notice and coordinating advertisement of public meeting - Held Public Outreach meeting on March 30, 2022 from 5 pm to 7 pm to collect public input as a stakeholder in the planning process. - The Consultant is assembling the data, creating a matrix, and developing a ranking and prioritization methodology for the collected data. 	Consulting Fees: \$252,817	December 09, 2021	September 30, 2022	On-Going
MS4 compliance and annual report	<ul style="list-style-type: none"> -The Supplemental Agreement for the consulting services was approved during the January 3, 2022 Council meeting. - Submitted the completed MS4 annual report to the FDEP on 3/28/2022. - On 4/12/2022 the FDEP responded that the City's MS4 annual report is administratively complete. 	Consulting Fees: \$19,000	January 07, 2022	September 30, 2022	Complete
Emergency gravity sewer main repairs on Forest Ave.	<ul style="list-style-type: none"> - Purchase Authorizations for pipe bursting and bypass pumping authorized on January 4, 2022 and sent to IPR and Holland. - Existing effluent line found in conflict with the pipe bursting entrance pit excavation and needed temporary re-routing. - Site restorations including site clean-up, sodding, & pavement repairs. Final concrete driveway repairs scheduled on May 11, 2022. 	Purchase Authorizations Amount: \$380,766.96	January 04, 2022	TBD	On-going

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PUBLIC WORKS DEPARTMENT					
SB 64 planning	<ul style="list-style-type: none"> - Working with Consultant along with the COJB and COAB to set up a joint meeting to discuss scoping sometime in the middle of January 2022. - January 5, 2022 FDEP notified Public Works that we 84 days to submit an approvable cover letter and plan. - Beaches coordination meeting on 1/20/2022. - Submite RAI response to the FDEP on 3/29/2022. - On 3/29/2022 FDEP responed they will let us know if they have any more questions, but think it should be good. - Consultant coordinating with other the beach communities for contracting. 	Consultant Fees: TDB	TBD	March 30, 2022	Planned
Pavement assessment program (Roadbotics)	<ul style="list-style-type: none"> - Mobility Management is assisting Public Works - The City sent Roadbotics a GIS file of the road line work - Currently driving roads using Roadbotics 	Software as Service Cost: \$4,000/yr	October 08, 2021	September 30, 2022	On-going
City Signage Inventory (AgileMapper)	<ul style="list-style-type: none"> - Planning to start the City signage inventory after the pavement assessment is completed 	Software as Service Cost: \$5,000/yr	October 14, 2021	September 30, 2022	Planned
Water Tower Repairs and Maintenance	<ul style="list-style-type: none"> - Coordination meeting with Utility Services/Suez on February 2, 2022. - Utility Services/Suez action items include: planning the phasing of the work to minize road closures, use the limited space available neat the water tower and R-O-W across the street including the park at the 5-way intersection, preparing site plan, MOT plan, and advertisement that can be used for permitting and community engagement. - Utility Services/Suez inspected the water tower and performed a wash-out of the interior on 2/24/2022. - Utility Services/Suez coordinating with staff on the project. - Staff coordinated with Beaches Energy to temporarily remove light poles that would be in the way of Utility Services/Suez scope of work. - Staff coordinated to remove a tree that would be in the way of Utility Services/Suez scope of work. 	TBD	Tentatively starting May 2022 and ccompleting in August 2022 so the majority of the work is done while school is out.	TBD	Planned

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SENIOR ACTIVITY CENTER					
CDBG Contract 2022-2023	Grant Submitted	Requesting \$44,895	10/1/2022	IN PROCESS	9/30/2023
Senior Activity Center pack/move equipment	ongoing	NA	1/3/2022	ON-GOING	6/1/2022
Planning/discussions with Marquis Latimer & Halback, Inc engineering/landscaping/ porch design/build estimates	ongoing	\$35,000	7/1/2021	Jan-22	6/1/2022
Building porch, parking lot, storm water runoff, landscaping	ongoing	\$221,000.00	5/2/2022	IN RPROCESS	9/1/2022
Procurement of equipment/supplies/furniture	ongoing	\$90,000	9/1/2021	IN PROCESS	8/30/2022
Invittion to Bid for build of porch/SJWM permit/parking area/purchase&install landscaping	Working with City Manager, PW Director,CDD	NA	6/1/2022	TBD	7/1/2022
Install internet & phone lines	Comcast waiting for required wiring	\$150.00	2/14/2022	NA	On going
Conference with RFP award contraactor	TBD	NA	Late March	TBD	Mid May 2022
Electrical/IT contractor bid for required wiring for phone & internet	Titan Electrical/Crawford Electric/Tietjen Technology	Tietjen Tech.	TBD	TBD	June-July 2022
Jacksonville Beach Womans Club Grant Request	Submitted	\$5,000.00			5/1/2022
Eckstein Grant Application	Submitted	\$100,000.00			6/1/2022
Schwartz Charitable Grant Application	Submitting mid-April	\$5,000.00			Late Summer
Day Trip	Van Gogh Exhibit				5-Nov
HEAL SURF CAMP.-0Not for Profit Autistic Organization	PLANNING, COORDINATING				JUNE 14-15, 2022
MOBILITY MANAGEMENT					
Use Roadbotics assessment software to record data for all streets in City limits.	Data collection in progress. Having issues with GPS synchronization, troubleshooting with Roadbotics. Routes already recorded will need to be re-recorded. 5/10/22 Update: Roadbotics shipping new device to address issue.	TBD; Project is budgeted by Public Works Department.	12/6/2021	5/10/2022	Original Goal: 03/01/2022. Goal will need to be amended due to GPS issues that Roadbotics is troubleshooting.
New signs on west side of City Hall	Signs and posts procured, awaiting installation.	\$3,309.94	2/1/2022	5/10/2022	To be installed when Parks and Streets department is available.
North Beaches Parking Program Strategic Plan	Drafting. Holding weekly meetings with CDD to coordinate parking program strategic plan with CONB wayfinding plan.	None	2/2/2022	5/10/2022	Goal: 8/01/2022
Neptune Beach resident parking program setup per Resolution 2022-05	Drafting digital and print material. Programming changes from Flowbird requested.	TBD	5/10/2022	5/10/2022	Goal: 7/01/2022
INFORMATION TECHNOLOGY					
Updating the backup infrastructure	In Progress	N/A	10/11/2021	5/10/2022	In Process
Creating documents according to the CM and the CFO's instructions	In Progress	N/A	10/5/2021	5/10/2022	In progress

**CITY OF NEPTUNE BEACH
DEPARTMENTAL SCORE CARD
(REVISED 05/11/2022)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
INFORMATION TECHNOLOGY					
Tyler Technologies ERP	Working on collecting the required information from all affected departments, having current future state analysis meetings with Tyler and the department heads	N/A	10/5/2021	5/10/2022	In Progress
Tyler Technologies Incode Financial Implementation	We've been working on the Tyler Incode 10 test environment	N/A	10/5/2021	5/10/2022	In Progress
Working on the server upgrades project	Getting the updated quotes and ordering the servers	N/A	10/5/2021	5/10/2022	In progress
Computer upgrades	All required quotes have been received and submitted	N/A	10/5/2021	5/10/2022	In progress
Phone setups and distribution	In Progress	N/A	4/1/2022	5/10/2022	in progress
Submitted by the City Manager on May 16, 2022					

Building Activity Report

Building Activity October 1, 2021 to September 30, 2022						
Month	# of Permits Issued	Plan Review	Inspections Completed	Cash Receipts	Tree Removal Permits	Valuation of Work Done
Oct-21	109	89	124	\$21,333.09	7	\$1,861,931
Nov-21	99	52	163	\$16,924.29	7	\$1,621,863
Dec-21	96	72	163	\$25,615.88	4	\$5,433,562
Jan-22	124	80	193	\$29,540.85	4	\$3,222,706
Feb-22	110	74	171	\$16,820.09	7	\$1,206,004
Mar-22	114	87	198	\$21,505.98	6	\$6,447,016
Apr-22	145	136	185	\$67,275.67	15	\$7,068,935
May-22						
Jun-22						
Jul-22						
Aug-22						
Sep-22						
Totals	797	590	1197	\$199,015.85	50	\$26,862,017

50 public records request for permit history processed
25 public records request for permit history processed

Building Activity October 1, 2020 to September 30, 2021						
Month	# of Permits Issued	Plan Review	Inspections Completed	Cash Receipts	Tree Removal Permits	Valuation of Work Done
Oct-20	84	58	151	\$13,016.40	6	\$2,168,231
Nov-20	92	66	91	\$12,601.91	4	\$1,973,657
Dec-20	98	64	115	\$12,967.22	3	\$1,192,593
Jan-21	97	52	112	\$16,389.85	9	\$1,400,891
Feb-21	112	95	139	\$22,409.82	11	\$2,442,996
Mar-21	148	95	199	\$19,042.59	10	\$2,598,077
Apr-21	121	66	181	\$16,500.07	6	\$1,276,435
May-21						
Jun-21						
Jul-21						
Aug-21						
Sep-21						
Totals	752	496	988	\$112,927.86	49	\$13,052,880
Difference	45	94	209	\$86,087.99	1	\$13,809,137



Case Activity Report

04/01/2022 - 04/30/2022

Case #	Case Date	Main Status	Description of Violation
2022056	4/18/2022	Closed	RV PARKING IN THE FRONT YARD FACING SECOND STREET AND THE RV IS PLUGGED IN AND HOOKED UP TO WATER.
Case #	Case Date	Main Status	Description of Violation
2022059	4/22/2022	Closed	noise complaint. construction being started at 6am
Case #	Case Date	Main Status	Description of Violation
2022047	3/24/2022	Closed	working without permit. removing patio to install pavers
Case #	Case Date	Main Status	Description of Violation
2022049	4/8/2022	Open	REMOVED GRASS IN THE FRONT YARD AND REPLACED THE ENTIRE FRONT YARD IN PAVERS. NO PERMITS WERE ISSUED.
Case #	Case Date	Main Status	Description of Violation
2022050	4/8/2022	Closed	WASHING MACHINE IN THE LOWER REAR UNIT OF THE BACK BUILDING IS BEING DRAINED OUT A WINDOW INTO THE YARD. THIS IS CONTAMINATING THE SOIL AND ENCROACHING ONTO THE NEIGHBORING PROPERTIES.
Case #	Case Date	Main Status	Description of Violation
2022061	4/20/2022	Open	rv parked in front of house
Case #	Case Date	Main Status	Description of Violation
2022056	4/18/2022	Closed	RV PARKING IN THE FRONT YARD FACING SECOND STREET AND THE RV IS PLUGGED IN AND HOOKED UP TO WATER.

Activity Date	Description	Date Completed
4/25/2022	rv removed from the property-case closed	
Activity Date	Description	Date Completed
4/22/2022	Met with job superintent and explained that they could not start work until 7am. He will adjust their working hours. No further action required. Piper	
Activity Date	Description	Date Completed
4/22/2022	permit issued-cased close	4/22/2022
Activity Date	Description	Date Completed
4/20/2022	site visit-pictures taken	
Activity Date	Description	Date Completed
4/20/2022	no code that regulates this type of activity. Case closed	
Activity Date	Description	Date Completed
4/20/2022	found while looking at other properties in the area-pictures taken	
Activity Date	Description	Date Completed
4/20/2022	LETTER SENT TO PROPERTY OWNER TO EITHER PLACE RV IN REAR OR INTERIOR SIDE YARD WITHIN 48 HOURS OF RECEIPT OF LETTER. IF THIS CAN NOT BE DONE, THEN RV IS TO BE STORE OUTSIDE THE CITY LIMITS.	

Case #	Case Date	Main Status	Description of Violation
2022057	4/20/2022	Open	BOAT IN FRONT YARD THAT APPEARS TO HAVE EXPIRED TAGS. ALSO YARD HAS DEBRIS THAT NEEDS TO BE CLEANED UP.
Case #	Case Date	Main Status	Description of Violation
2022057	4/20/2022	Open	BOAT IN FRONT YARD THAT APPEARS TO HAVE EXPIRED TAGS. ALSO YARD HAS DEBRIS THAT NEEDS TO BE CLEANED UP.
Case #	Case Date	Main Status	Description of Violation
2022058	4/21/2022	Pending	rv parked behind the store. thinks someone is staying it.
Case #	Case Date	Main Status	Description of Violation
2022051	4/8/2022	Closed	OFF. ASHMORE RECEIVED A COMPLAINT FROM 412 LORA IN REGARDS TO A DILAPIDATED FENCE. THERE ARE DOGS IN THE BACKYARD AND A SWIMMING POOL. COMPLAINT CONCERED THAT AUTISTIC ADULT COULD GAIN ACCESS TO THE POOL.
Case #	Case Date	Main Status	Description of Violation
2022056	4/18/2022	Closed	RV PARKING IN THE FRONT YARD FACING SECOND STREET AND THE RV IS PLUGGED IN AND HOOKED UP TO WATER.
Case #	Case Date	Main Status	Description of Violation
2022054	4/14/2022	Closed	SYCAMORE TREE IS BEING REMOVED WITHOUT PERMIT OR ARBORIST LETTER.
Case #	Case Date	Main Status	Description of Violation
2022052	4/8/2022	Closed	construction debris next to the street. has too many nails to be removed by them.
Case #	Case Date	Main Status	Description of Violation
2022048	4/6/2022	Open	RECEIVED A CALL FOR THE ADJOIN NEIGHBOR INQUIRING ABOUT THE ELEVATION OF THE YARD. THE CALL IS CONCERNED THAT THE RUNOFF FROM THIS PROPERTY WILL IMPACT THEIRS. PLEASE INVESTAGE.
Case #	Case Date	Main Status	Description of Violation
2022052	4/8/2022	Closed	construction debris next to the street. has too many nails to be removed by them.

Activity Date	Description	Date Completed
4/20/2022	RECEIVED COMPLAINT ABOUT THE CONDITION OF THE PROPERTY AND THAT THERE HAS BEEN A BOAT SITTING IN FRONT OF THE HOUSE WITH EXPIRED TAGS.	
Activity Date	Description	Date Completed
4/20/2022	pictures taken-boat parked in front of the house	
Activity Date	Description	Date Completed
4/20/2022	Off. Kamppi went by at 2am and knocked on RV. No answer and it was locked. Placed 48 hour notice on it.	
Activity Date	Description	Date Completed
4/19/2022	new fence installed	4/19/2022
Activity Date	Description	Date Completed
4/18/2022	PICTURES TAKEN	
Activity Date	Description	Date Completed
4/14/2022	Police officers and I met with tree cutters and home owner. The sycamore can be removed. the oaks were verified to be less than 30 inches and do no require replacement. Tree cutters were told to remove all debris and NO soliticing. case closed.	4/14/2022
Activity Date	Description	Date Completed
4/11/2022	received email with picture. owner removed debris. case closed	4/11/2022
Activity Date	Description	Date Completed
4/8/2022	SPOKE WITH CONTRACTOR AND HE WILL CORRECT THE ISSUE ONCE POOL IS FINISHED BEING INSTALLED.	
Activity Date	Description	Date Completed
4/8/2022	emailed proprty owner and asked them to have constructor remove the debris.	4/11/2022

Case #	Case Date	Main Status	Description of Violation
2022047	3/24/2022	Closed	working without permit. removing patio to install pavers

Total Records: 17

Activity Date	Description	Date Completed
4/5/2022	HAS APPLIED FOR PERMIT.	4/22/2022

5/2/2022

LDC Reriew Meetings							
						Hrs. Spent	0.00

Fire Investigation							
Date	Address	Street				Loss	Time Spent
4/7/2022	1275	Atlantic Blvd	Fire in flue 2-weeks prior to investigation		not reported to City	>\$15,000	2.00
4/12/2022	167	Seagate Ave	Fire in dumpster		city not notified	N/A	1.00
2							

CITY OF NEPTUNE BEACH – COMMUNITY DEVELOPMENT DEPARTMENT



STAFF REPORT

MEETING DATE: May 16, 2022

BOARD/COMMITTEE: City Council

TO: City Council

THRU: Stefen Wynn, City Manager
Zachary Roth, City Attorney

FROM: Sam Brisolaro, Community Development Director

DATE: May 12, 2022

SUBJECT: City-Wide Fee Resolution

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- I. BACKGROUND:** There is no consistent place for referencing service fees for the city. This has made collection of fees difficult and time consuming.

Additionally, most fees have been established by ordinance, making them more difficult to change as the economy changes within the city.

Further, there are multiple services rendered among many departments within the city that are not collecting fees. This results in labor hours worked with no compensation to the city for services being performed.

- II. DISCUSSION:** This resolution proposed to create a standardized fee schedule for each department/division within the city. This will make assessing fees more streamlined, as well as ensuring that all services rendered are compensated justly.

All existing fees in the Code of Ordinances were established in 2017 and have not been updated since. These proposed fees have been updated to reflect the consumer price index (CPI) for April of 2022. The CPI information for April of 2022, gathered from the US Bureau of Labor and Statistics, shows that the current price index is 6.2%. Additionally, the CPI used is from, “All items less food and energy.”

Essentially, this means that all existing fees in the Code of Ordinances from 2017 were multiplied by 6.2% to create the new proposed fee.

Fees that were not in existence in the Code of Ordinances from 2017, were gathered using related fees from adjacent local communities and the general scope of services performed.

- III. CONCLUSION:** Staff would like to ensure the city is compensated fairly for all services rendered. Additionally, all revenues collected will be used to supplement expenses related to staffing, supplies, and general overhead accrued through daily operations of the city.

- IV. RECOMMENDED MOTION:** No motion is recommended at this time. Staff is requesting feedback on the proposed city-wide fee schedule.



RESOLUTION NO. 2022-06

**A RESOLUTION OF THE CITY OF NEPTUNE BEACH, FLORIDA,
ADOPTING A SCHEDULE OF FEES TO BE INSTITUTED FOR
VARIOUS CITY SERVICES; PROVIDING FOR SERVERABILITY
AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, the City of Neptune Beach desires to adopt a schedule of fees for various city services;

WHEREAS, the City of Neptune Beach has determined that the best interests of citizens of Neptune Beach are served by requiring the users of City services to be primarily responsible for paying the costs of such services.

WHEREAS, the City Council hereby finds and determines that the amount for various fees, set in **EXHIBIT A** are reasonable charges;

THEREFORE, BE IT RESOLVED, by the City of Neptune Beach City Council as follows:

Section 1. The City Council has reviewed the attached schedule of fees and does hereby find that the fees established herein are necessary and should be adjusted from time to time by the City of Neptune Beach to reflect the intent that such fees recover a substantial portion of the associated costs incurred in providing the services.

Section 2. This resolution shall become effective on the ____ day of _____ 2022 and supersedes all fees outlined in the Code of Ordinances.

Done and adopted by the City Council of Neptune Beach, Florida, at the Regular Council Meeting held this ____ day of ____, 2022.

ATTEST:

Elaine Brown, Mayor

Catherine Ponson, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICENCY:

City of Neptune Beach Attorney

EXHIBIT A

CITY MANAGER'S OFFICE

FEE TYPE	FEE			
Neptune House Rental (Will also require Special Event Permit)	Renter	Time/Day	Price	Deposit
	Resident	Monday – Thursday 8am to 10pm	\$50/hr (plus tax)	\$200 (w/o Alcohol) \$400 (w/Alcohol)
		Friday (after 5pm), Saturday & Sunday	\$100/hr (plus tax)	\$250 (w/o alcohol) \$500 (w/ alcohol)
	Non-Resident	Monday – Thursday 8am to 10pm	\$75/hr (plus tax)	\$400(w/o alcohol) \$800 (w/ alcohol)
		Friday (after 5pm), Saturday & Sunday	\$150/hr (plus tax)	\$500 (w/o alcohol) \$1,000 (w/ alcohol)
	Non-Profit	Any	\$0	\$500
Special Event Permits	Events not requiring Police - \$100 Events Requiring Police - \$300 (plus \$45 for each 4-hours an officer is required)			

CITY CLERK OFFICE

FEE TYPE	FEE
Public Records Requests	\$50 first 30 minutes; \$10 each 15 minutes thereafter. Paper copies of records 0.50 per page for documents over 2 pages.

COMMUNITY DEVELOPMENT DEPARTMENT

BUILDING DIVISION

FEE TYPE	FEE
Permit Issuance	\$37.00 (plus cost of construction fee)
<i>Cost of Construction/Building Permits</i>	
\$0-100	\$12.00

\$100.01 – 1,000.00	\$30.00
\$1,000.01 – 2,000.00	\$41.00
\$2,000.00 – 3,000.00	\$58.00
\$3,000.01 – 4,000.00	\$64.00
\$4,000.01 – 5,000.00	\$70.00
\$5,000.01 – 6,000.00	\$76.00
\$6,000.01 – 7,000.00	\$82.00
\$7,000.01 – 8,000.00	\$88.00
\$8,000.01 – 9,000.00	\$93.00
\$9,000.01 – 10,000.00	\$100.00
\$10,000.01 - \$100,000.00	\$100 for the first \$10,000 (plus \$6 for each additional \$1,000 or part thereof up to \$100,000.00)
\$100,000.01 - \$500,000.00	\$625 for the first \$100,000 (plus \$3 for each additional \$1,000.00 or part thereof up to \$500,000)
\$500,000.01 and up	\$1,793 for the first \$500,000 (plus 1.50 each additional \$1,000 thereafter)
Reinspection Fee	1 st reinspection - \$25 2 nd reinspection - \$75 3 rd reinspection – two (2) times permit fee
<i>Electrical</i>	
Permit Issuance	\$37.00 (plus any other costs associated with electrical work)
Temp Service Pole	\$23.00

Air Condition Circuits	40 to 100 amps – \$29.00 Under 40 amps, including window units, min - \$18.00
New Family Dwelling	Not exceeding 100 amps –\$47.00 Not exceeding 200 amps – \$58.00 Each additional 100 amp or part there of - \$12.00 Remodeling or additions to residential dwellings (excluding service) - \$29.00 Plus, for every \$1,000 of value or fractional part thereof – \$12 **Multifamily units or apartments shall be treated as single family dwelling and permit and service fees shall apply for each unit or apartment
New Commercial Building Electrical Permit Issuance (excluding service)	\$58 (plus \$15 for each additional 100 amps beyond 200amps)
Residential Pools	\$35.00
Commercial Pools	\$70.00
Signs	Not exceeding 96 sf - \$58/ea Over 96sf - \$117/ea
Generators	½ horsepower or less w/ 500 volts or less – \$12.00/ea Over ½ horsepower and not over 5 horsepower, w/ less than 500 volts – \$30.00/ea Over 5 horsepower, 500 volts or less - \$47.00/ea High potential over 550 volts and less than 3,500 volts - \$70.00/ea
Additional inspections/reinspection	1 st reinspection - \$25 2 nd reinspection - \$75 3 rd reinspection – two (2) times permit fee
<i>Minor Electrical Repair Residential</i>	
Receptacles	0-100 amps - \$1.00/ea
Switches	Up to 30 amps - \$1.00/ea Over 30 amps - \$6.00/ea
Repair Permit	\$12.00

<i>Plumbing</i>	
Fire Sprinkler Systems	First 40 heads or fractional part thereof – \$58.00 Each additional 10 heads or fraction over 40 - \$12/ea
Fire Standpipes	\$12/ea
Solar Hot Water Heater	\$35/ea
Solar Heating/Cooling Equipment	\$35/ea
Solar Photovoltaic Systems	\$23/ea array \$12/ea module \$23/ea Power conditioning Unit \$12/ea Transformer
Cap Sewers and Supply lines for DEMO	\$35/ea cap
Septic Tank or Drain Field	\$35.00
Wells	\$23/ea
Pumps	\$12/ea
Permit Issuance Fee	\$37.00
Rough-in and setting fixtures	\$11/ea fixture
Replacement Piping	\$37.00
<i>Mechanical</i>	
Permit Issuance	\$37.00
A/C units/ ea dwelling, apartment or business	1-10 tons - \$12.00 10.01-25 tons - \$4.00 Each ton over 25 tons - \$6/ea ton

Furnaces	1-200,000 BTU – \$23.00 Each 50,000 BTU over 200,000 – \$12/ea Burner - \$9/ea
Air Duct Systems	1-2,000cu/min – \$18.00 Each 1,000cu/min over 2,000cu – 10,000cu/min – \$7/ea Each additional 1,000cu/min - \$5/ea
Commercial Hoods/Fans	\$41.00
Boilers	First 500,000BTU - \$35.00 Each 100,000 after - \$12.00
Fireplace	\$35.00
Alteration or Repair for Boilers	\$35.00
Tanks (Gas/LP)	0-600 gallons – \$16.00 601-1,000 gallons - \$23.00 Each 1,000 gallons after - \$4.00
Service Station Automobile Lift	\$18.00
Elevator/Escalator/Man Lift	\$23.00
Solar A/C Collector System	\$23.00
All Mech permits not listed above	\$8/ea \$1,000 of valuation of project cost
Minimum Fee	\$44.00
Additional Inspections/reinspection	1 st reinspection - \$25 2 nd reinspection - \$75 3 rd reinspection – two (2) times permit fee
<i>Miscellaneous</i>	
Garage Sales	\$25.00

Peddling/Soliciting	\$50.00
<i>PLANNING DIVISION</i>	
FEE TYPE	FEE
Comprehensive Plan Text Amendment	\$1,500.00
Comprehensive Plan Map Amendment (Small Amendment less than 10 acres)	\$2,000.00
Comprehensive Plan Map Amendment (Large Amendment greater than 10 acres)	\$2,500.00
Land Development Code (Text Amendment)	\$1,000.00
Zoning Map Amendment	\$1,500.00
Appeals (Review of administrative decisions)	\$800.00
Development Order Review	Residential Developments (not including SFD) - \$200/ unit (plus cost of any outside review or other departmental reviews) Commercial Development - \$3.00/ 20 sf of property PUD - \$2,000 (plus Commercial Development Order Review and Subdivision Plan Review)
Subdivision Plan Review	\$1,000.00 (plus \$100/lot being created)
Replat Plan Review	\$400.00
Deviation Plan Review	\$500.00 (Not required for deviations out of applicant control)
Concurrency Certificate	\$75.00

Planning Review Fees (Building Permits)	40% of project valuation
Tree Removal Permit (Fees to be placed in mitigation fund)	\$125.00 per caliper inch of tree removed \$400.00 Heritage Tree Removal
Rezoning	\$1,000.00
Special Exception	\$400.00 residentially zoned property \$800.00 commercially zoned property
Variance	\$500.00 residentially zoned property \$1,000.00 commercially zoned property
Abandonments/Vacations/Easements	\$1,000.00
Large copies (maps, site plans, etc.)	\$20.00 per page
Zoning verification letter	\$75.00
FDEP Letter	\$75.00
Alcohol License Review	\$50.00
Art Project Review	\$300.00

FIRE & FLOODPLAIN DIVISION

FEE TYPE	FEE
Building Plan Review	40% of project valuation
Floodplain Review	40% of project valuation
Floodplain Letter	\$75.00
Request FEMA Floodplain Change	25% of Fee established by FEMA Flood Map Related Fee Schedule

New Construction Plan Review	45% of building permit fee
Resubmittals of New Construction Plan Review	\$75/ea
Plan review of fire sprinkler system (up to 50 heads)	\$75.00 \$1.00 for each additional head over 50
Plan review of fire standpipe or fire pumps	\$75.00
Plan review of fire alarm up to 10 devices (including fire alarm control panel)	\$75.00 \$1.25 per device over 10 devices
Plan review of fire suppression systems	\$75/system
Plan review of emergency generator systems	\$75/system
Plan review of grease hoods and light test	\$75/system
Plan review of private fire mains & hydrants with visual & flushing	\$125.00
Plan review of new above ground & underground tanks	\$125.00
Plan review of removal for fuel tank	\$25/tank
Plan review of paint booth & fire suppression system	\$25/system
Plan review & inspection for Med-Gas/ Med-Gas Storage or similar process where the knowledge or experience of the Authority Having Jurisdiction (AHJ) is limited. For the purposes of this provision, the AHK refers to the City ¹	\$65.00
Special Event Review	\$100.00/tent or food truck

Any other permit required by the FFPC no listed above	\$50.00
Resubmittal Review Fees	1 st resubmittal – no charge 2 nd resubmittal - \$100.00 3 rd resubmittal – four (4) times original permit fee
New Business Tax Receipt	\$50.00 (home office licenses are exempt)
Annual Inspections for Commercial properties (attached to Business Tax Receipts)	\$115/commercial license on site
Re-Inspection Fees	1 st reinspection - \$50.00 Each additional reinspection - \$100.00

PUBLIC WORKS DEPARTMENT

FEE TYPE	FEE
Residential Right-of-Way Permit	\$100.00 (driveway aprons only)
Commercial Right-of-Way Permit	\$500.00
Trenchless Utility Right-of-Way Permit excluding fee exempt (based on avg 350 feet per permit)	\$150 for first 500 ft (plus \$10 each 100 feet)
Open Cut Utility Right-of-Way Permit excluding fee exempt (based on average 550 feet per permit)	\$300 for first 1,000 ft (plus \$20 for each additional 500 feet)
Water Meter Connection	¾” Tap...\$1,211.00 1” Tap...\$2,022.00 1 ½” Tap...\$4,031.00 2” Tap...\$6,453.00 3” Tap...\$12,107.00 6” Tap...\$40,352.00 8” Tap...\$65,565.00

Sewer Meter Connection	¾” Tap...\$4,301.00
	1” Tap...\$7,183.00
	1 ½” Tap...\$14,323.00
	2” Tap...\$22,925.00
	3” Tap...\$43,011.00
	6” Tap...\$143,356.00
	8” Tap...\$229,378.00
Deposit Charge for Service	\$160.00
Set-Up Service Charge	\$27.00
New Connection Surcharges	\$66.00
Construction Water Service	\$43.00
Reconnection Fee for Accounts in arrears	\$100.00
Initial Backflow Inspection	\$35.00
Initial Grease Trap Inspection	\$35.00
Annual Backflow Inspection	\$50.00
Annual Grease Trap Inspection	\$50.00
Initial Erosion Control Inspection	\$25.00
Intermediate Erosion Control Inspection	\$25.00
Final Erosion Control Inspection	\$25.00

Reinspection Fee	1 st reinspection - \$50.00 2 nd reinspection - \$75.00 3 rd reinspection - \$150.00 Failure to comply by 3 rd inspection results in a notice of violation and hearing before the Magistrate.
Stormwater Management Utility Fee	Residential - \$18.41 Commercial - \$26.59

FINANCE DEPARTMENT

FEE TYPE	FEE
Business Tax Receipts	All Professional, Retail, and Service Establishments 0 – 1,500sf...\$80.00 1,501 – 3,000sf...\$122.00 3,001 – 6,000sf...\$160.00 6,001 – 12,000sf...\$239.00 12,001sf and over...\$400.00 Home Occupation...\$70.00 Food Trucks...\$100.00 Insurance Companies...\$150.00 Vending Machines...\$5.00 Home-based Day Care...\$50.00 (fee is exempt from increase FL Statute)

POLICE DEPARTMENT

FEE TYPE	FEE
Incident/Crash/Research Copies	\$0.15/page
Fingerprints (Neptune Beach residents)	\$5.00/card
Extensive Personnel/Records Request	Rate of employee X hrs (plus cost of pages/CD/DVD)