



AGENDA
Regular City Council Meeting
Wednesday, September 7, 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 / NONE
3. APPROVAL OF MINUTES
 - A. August 1, 2022, Regular City Council Meeting p. 3
August 15, 2022, Special City Council Meeting
August 15, 2022, Workshop City Council Meeting
4. COMMENTS FROM THE PUBLIC
5. COMMUNICATION / CORRESPONDENCE / REPORTS
 - Mayor
 - City Council
 - City Manager
 - City Attorney
 - City Clerk
 - Police Chief
6. CONSENT AGENDA / NONE
7. VARIANCES / SPECIAL EXCEPTIONS / DEVELOPMENT ORDERS / NONE
8. ORDINANCES
 - A. ORDINANCE NO. 2022-04, FIRST READ AND PUBLIC HEARING, An Ordinance of the City of Neptune Beach, Florida, Adopting Final Millage Rate and Levying Ad Valorem Taxes for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023; Setting Forth Certain Information Regarding "RolledBack Rate"; Directing the City Manager to Adjust the Adopted Millage Rate in the Event of Changes in the Assessment Roll and Taxable Value; Providing an Effective Date p. 25
 - B. ORDINANCE NO. 2022-05, FIRST READ AND PUBLIC HEARING, An Ordinance of the City of Neptune Beach, Florida, Adopting a Final Budget and Appropriating Funds for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023; Providing an Effective Date p. 31
 - C. ORDINANCE NO. 2022-06, FIRST READ AND PUBLIC HEARING, An Ordinance Amending the Operating Budget for the City of Neptune Beach, Florida for Fiscal Year 2022. Beginning October 1, 2021 and Ending September 30, 2022 p. 80
9. OLD BUSINESS / NONE

10. NEW BUSINESS

A. CONSIDERATION OF APPROVAL OF FRATERNAL ORDER OF POLICE AND CITY OF NEPTUNE BEACH CONTRACT

p. 84

B. CONSIDERATION OF APPROVAL OF SURPLUS VEHICLES

p. 117

11. COUNCIL COMMENTS

12. ADJOURN

Please register for the **Regular City Council Meeting on Wednesday, September 7, 2022 6:00 PM EST** at:

<https://attendee.gotowebinar.com/register/8009649064251510285>



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Make sure you are parked in a North Beaches public parking space – we can't validate valet parking or parking in private lots.

- **To use a kiosk:** Using a nearby kiosk, press the Start button and then select 2 to enter your plate and the validation code.
- **To use the Flowbird app:** Tap the nearest yellow balloon and tap "Park here." From the payment screen, select "Redeem a code" at the top. Confirm your information and tap "Purchase" – the price will show "Free."



Agenda Item #3

Minutes

**MINUTES
REGULAR CITY COUNCIL MEETING
MONDAY, AUGUST 1, 2022, 6:00 P.M.
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266**

Pursuant to proper notice, a Regular City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, August 1, 2022, at 6:00 p.m., at Neptune Beach City Hall, 116 First Street, Neptune Beach, Florida 32266.

Attendance:

IN ATTENDANCE:

- Mayor Elaine Brown
- Vice Mayor Kerry Chin
- Councilor Lauren Key
- Councilor Nia Livingston
- Councilor Josh Messinger

STAFF:

- City Manager Stefen Wynn *(via CMT)*
- City Attorney Zachary Roth
- Chief Financial Officer Danielle Dyer-Tyler
- Commander Gary Snyder
- Public Works Director Jim French
- Community Development Director Samantha Brisolara
- Grants and Resiliency Coordinator Colin Moore
- City Clerk Catherine Ponson

Call to Order/Roll Call/Pledge

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

APPROVAL OF MINUTES

Minutes

Made by Messinger, seconded by Key .

MOTION: TO APPROVE THE FOLLOWING, AS AMENDED:

June 29, 2022, Special LDC Workshop Council Meeting

July 5, 2022, Regular City Council Meeting

Roll Call Vote:

Ayes: 5-Key, Livingston, Messinger, Chin, and Brown,

Noes: 0

MOTION CARRIED

PUBLIC COMMENTS

Public Comments

Sharon Jachem, 1716 Strand Street, Neptune Beach, spoke regarding emails sent to Council. She questioned the date of November 1, 2021 in Footnote 11 for Table 27-239, which addresses the minimum R-4 and RC Overlay lot dimensions. She pointed the moratorium for lot splitting was initially in December, 2019. She also requested to see if a referendum has to be redone to change the proposed point of reference in the Charter. Ms. Jachem also spoke regarding the proposed one-year review of a CDB member. She questioned alcohol use in private clubs. Can people in a private club bring in alcohol for their own consumption without an event being proposed?

She then questioned why all of the changes are being done. The C-1 district already has noise complaints. The RC Overlay has a lot of restrictions and we don't want restrictions. She is not sure why there is a disconnect between the residents and the Council.

Russell Peters, 99 Orange Street, Neptune Beach, questioned the permitting process for a certain address. He also is still questioning the parking on Orange Street. He asked if there was a plan for public safety for the increase in development.

Lynda Padrta, 1113 1st Street, Neptune Beach, stated she understands regarding the Airbnb regulations. She commented that in the new Code revisions, it does not address the placement of emergency generators. She added that her neighbor had built a patio in an area where there is a water problem. She submitted pictures for reference. She thanked Council for everything they do as she knows it is not easy.

COMMUNICATIONS / CORRESPONDENCE / REPORTS / NONE

VARIANCES / SPECIAL EXCEPTIONS / DEVELOPMENT ORDERS / NONE

ORDINANCES

Ord. No. 2022-03,
LDC Revisions

Ordinance No. 2022-03, Second Read and Public Hearing. An Ordinance of the City of Neptune Beach, Florida Amending and Revising Chapter 4, Alcoholic Beverages; Chapter 8, Buildings and Building Regulations: Article VII, Coastal Construction Code; Chapter 17, Sales; Chapter 18, Streets, Sidewalks, and Other Public Places; of the Code of Ordinances and Further Amending and Revising Chapter 27, Unified Land Development Regulations; Revising the Following Articles: Article I , In General, Article II Administrative and Enforcement Bodies, Article III, Administrative And Enforcement Procedures, Article IV, Land Use, Article V, Accessory Structures and Uses, Article VI, Concurrency, Article VII, Protection of Potable Well Fields, Article IX, Tree Protection and Landscaping, Article X, Streets, Sidewalks, and Rights-of-Way, Article XII, Stormwater and Erosion Control, Article XII, Off-Street Parking and Loading, Article XV, Advertising, and Article XVII, Nonconforming Lots, Structures, Uses and Signs; Providing Severability; Providing for Repeal of Laws In Conflict; and Providing for an Effective Date.

Public Hearing

Mayor Brown opened the public hearing.

David Blais, 800 1st Street, Neptune Beach, thanked Council for the opportunity to speak. He stated that due to the format it is in which is going back to putting everything that has ever been in our current codes and changes, he found a significant mistake. There was not enough time to go through this thoroughly and make sure there weren't any mistakes. He is asking to delay this, not indefinitely or to stop the process, but he feels like there could be other mistakes.

Mr. Blais continued that if the second read and approval was going to take place, he requested addressing parking structures. In the previous Code, parking lots were allowed. He said that there must have been a judgement and parking lot also means parking structure. He personally disagrees with that interpretation. He added that if that is where we are at right now, there could be a 35-foot tall parking garage of unlimited size in the C-3, which is an allowable use. It is a special exception in all other districts except for the C-1. If Council thinks there should be some type of parking garage, it would be best to remove structures for tonight and then bring it up separately so that we can put guidelines. If we are going to add structures to any current zone, it should be done thoughtfully and carefully.

Henny Schoonover, 214 Oceanfront, Neptune Beach, stated her street is in the Beaches Town Center but is residential. She is concerned that things will change.

There being no further comments, the public hearing was closed.

Presentation	<p>Community Development Director Samantha Brisolara presented the summary of changes from the first read to the second read. She did a comparison. She thanked Mr. Blais for pointing out the section he referenced. She stated that the format with the strike throughs and the underlined items are that way for legal reasons.</p> <p>City Attorney Zachary Roth reported that whenever you do an ordinance and amendments will change, you do a strike-throughs and underlining to show the minimal changes so it would not be considered readopting everything. For example, we currently have a provision in our Code that allows us to prohibit short-term rentals. If we readopt that entire provision, then what we would be doing is adopting a new ordinance after the date when the state pre-empted short-term rentals and we would lose our ability to enforce prohibitions on short-term rentals. You do the strike throughs and underlining to call out the specific changes that were made, noting that the rest remains.</p> <p>Ms. Brisolara further explained another attorney, [Mr. Terrell Arline, Of Counsel, with Ansbacher Law], reviewed the Land Development Code in terms of its validity and how it would be enforced. Some of the things that have changed are based on his recommendations.</p>
Summary of Changes	Ms. Brisolara reviewed the changes, which include:
Sec. 8-245, Oceanfront Development	<p><u>Chapter 8, Building and Building Regulations, Article VII, Coastal Construction Code, Division 3, Beachfront Lighting to Protect Marine Turtles, Section 8-245, Standard for New Development.</u> Ms. Brisolara explained that the first read references properties east of the Coastal Construction Control Line (CCCL). Not all of the oceanfront properties are east of the CCCL. To ensure the protection of the environment and the natural habitat, the language was changed to “on the oceanfront.”</p>
Sec. 17-48, Food Trucks/Mobile Vendors	<p><u>Chapter 17, Sales, Article III, Temporary Open-Air Sales and Markets, Section 17-48, Food Trucks.</u> The language “and/or mobile vendors serving consumable or useable by animals” was added to be a little more encompassing.</p>
Sec. 27-15, Definitions	<p>The definition of “accessory apartment” was removed because they are not allowed in Neptune Beach and there is no reason to have a definition for it.</p> <p>The definitions for “cannabis” and “cannabis dispensing business” have been added.</p> <p>In the definition of “development, ” originally included utility improvements. Per Florida Statutes, utility improvements are not considered development, so that has been removed.</p> <p>Nonconforming lot of record” has been changed to state if the lot area or width requirements are “decreased.” It previously stated “increased.” She stated that the word “changed” could also be used.</p> <p>Vice Mayor Chin commented that the definition of nonconforming lot of record was one of his questions because in Section 27-705, the same language uses the word “increased.” He suggests using the more general term “changed.”</p> <p>Ms. Brisolara continued that the definition of “yard” was changed to be consistent with Section 27-231(c)(3). It states that the front yard shall be considered the area directly situated in front of the primary façade of the structure.</p>
Quasi-Judicial Hearing	There are certain types of applications that require a “quasi-judicial” public hearing. Clarification has been made that a quasi-judicial hearing is required and has been added when required.

Explanation of Quasi-Judicial	<p>Mr. Roth explained that because local government is different than state government or national government, many of the judicial-type functions are held by the same body, that the legislative functions are held by, such as the City Council and Community Development Board. It is important to distinguish between the two. What Council is doing right now is sitting in a legislative capacity passing law. When Council is acting in a quasi-judicial capacity, you are doing something in regard to specific lot or a specific number of lots as opposed to affecting the City or neighborhood generally. In those circumstances, the due process rights under the Florida Constitution or the Federal Constitution, are higher so there is a different standard we have to meet in those contexts.</p> <p>Ms. Brisolara pointed out that the term “quasi-judicial” had been added to the required sections, which are Sections 27-82 (h), 27-125 (b), 27-131, 27-144 (a-c), 27-145 (c), 27-145.2 (c), (d), 27-158.1(a-c), 27-159 (c), (e), 27-177 (a), (c)(2), (d), 27-178 (d) and 27-188 (b).</p>
Sec. 27-149, Extension of Variance	<p>The capacity to request a one-time extension of up to 12 months for a variance has been added to Section 27-149. In the development and special exception categories the applicant may request an extension and this creates consistency.</p>
Sec. 27-226 (i) (3) c., Allowable Uses Within Zoning District	<p>In Section 27-226(i)(3)c., Allowable Uses Within Zoning Districts, in the Commercial-2 (C-2) District, parking structure has been added. The Zoning Districts C-2 and C-3 already allow for parking structures based on the definition of parking lot from the original Land Development Code (LDC).</p>
Sec. 27-227(b) (17), Medical Marijuana Treatment Centers	<p>In Section 27-227(b)(17), Special Restrictions and Conditions on Allowable Uses Within District, an additional provision for medical marijuana dispensaries has been added based on the F.S. Section 381.986.</p>
Sec. 27-235 (a)(2), Encroachments, Architectural Projections	<p>In Section 27-235, Encroachments, (a)(2), Architectural Projections, clarifies that these architectural projections and encroachments are for existing structures. The impetus behind this is to try and help those people who wanted to have those architectural elements to their home. This reduces the need for a variance. However, if someone is building a new house, they need to try and meet the necessary setbacks.</p>
Parking Structures	<p>Councilor Livingston commented that we are not adding parking garages in C-2 and C-3 as an allowable use as it was already in our Code. We tightened up the definition and added structure. Now we have redefined parking structure and parking lot to better protect ourselves. She questioned if based on the definition of parking lot, should we add any sort of language stating to not include any sort of multi-level or is that necessary?</p> <p>Mr. Roth explained that the definition of parking lot was ambiguous as to whether it would include structures, which is the reason for the inclusion structure to clarify.</p> <p>Ms. Brisolara continued that because we added a definition for parking structure that creates that differentiation.</p> <p>Councilor Key questioned if we were to take parking structure out of the current zoning, which is allowable by right, what would that open the City up to?</p> <p>Mr. Roth advised the City could be sued pursuant to the Bert Harris Act. We could be sued for the City taking away the right to do something they wanted do. It would be a violation of their reasonable investment-backed expectations. He confirmed Councilor Key’s statement that the City could be sued for taking parking structure, which is an allowable use in that zone out of that zone.</p>

- Sec. 27-235(a)(3), Encroachments, Awnings and Entry Canopies In Section 27-235(a)(3) Encroachments, Awnings and Entry Canopies, the language has been changed to apply to existing commercial buildings because we are trying to make it easier for existing structures to match what we are looking for.
- Sec. 27-235, Balconies Section 27-235(a)(6), Encroachments, Balconies and Upper-Level Decks & Patios has also been changed to apply to existing residential structures.
- Sec. 27-236(b), Frontage Requirements, Applicability Section 27-236(b), Frontage Requirements, Applicability, further explains these standards are for existing properties.
- Sec. 27-236(e)(9)-(15), Frontage Requirements, Standards Section 27-236(e)(9)-(15), Frontage Requirement, Standards, further places a limitation to how much an existing structure can encroach stating they cannot be more than five feet into the front setback.
- Sec. 27-237 (1)-(4) Building Area Requirements, R-1, R-2, R-3 and R-4 districts- FAR In Section 27-237(1)-(4), Building Area Requirements, R-1, R-2, R-3 and R-4 districts, the floor area ratios (FAR) have been changed to make a more consistent FAR or maximum square footage for each zoning district in order to create a more consistent look for what each zoning district is supposed to be.
- Sec. 27-238(a)(6) Maximum lot coverage-C-1 In Section 27-238(a)(6), Maximum Lot Coverage, the lot coverage in the C-1 district was decreased from the first read from 80% to 70%. This was to account for the additional requirements for parking. We still need to be able to account for the parking that people need, but within that they are also required to have multiple trees, buffers, and things like that so that takes up space and that is the reason for the 70%.
- Sec. 27-240 (a), Building Elevation In Section 27-240(a), Building Elevation, the first read stated the height of the ground or first floor of the building above the crown of the road. This is ambiguous and was clarified to state the height of the slab (first floor) above the crown of the road in front of the building.
- Sec. 27-244(b)(4)a., Open space requirements, R-5 district In Section 27-244(b)(4)a., Open Space Requirements in the R-5 zoning districts, Gross Site Area, the language "excluding any wetlands" was added on the first read. It has been removed for the second read. In the conservation zoning district, if a single-family dwelling was allowed as a special use and we excluded any wetlands, there would be no way to calculate the gross site area.
- Sec. 27-245(c), Planned Unit Developments (PUD) In Section 27-245(c), Planned Unit Developments (PUDs), this is pointing out the exclusion of "non-transient lodging facilities." It was removed by mistake and Ms. Brisolara recommends putting it back in.
- Sec. 27-246, Central Business District-Special Regulations In Section 27-246, Central Business District-Special Regulations, "existing structures that do not meet these regulations are considered legal non-conforming structures."
- Sec. 27-456(f)1.e., Planting Section 27-456(f)1.e., Planting, had a new subsection e., "Ornamental shrubs, native privacy plants, or other non-invasive landscape hedging shall be used between the required tree plantings, except that a 5-foot gap may be permitted for intrusions."
- Council Discussion Vice Mayor Chin thanked Ms. Brisolara and stated she had answered some of his questions. He had given her a list that contained basic minor typos.

Mayor Brown stated we did not need to go through those but anything that stands out that makes a change and is not clear to General Counsel, we would like to review.

Vice Mayor Chin questioned the C-1 Permitted Use by Special Exception, it lists parking lot, but excludes parking garages. It uses the word garage versus parking structure, which we defined. Should we use parking structure?

Mr. Roth suggested using parking structure since we have the definition.

Vice Mayor Chin stated that based on earlier discussion, taking parking structures out of the other uses would risk a Bert Harris issue. He suggests moving forward, consider putting together some regulation on parking structures so that we can add that later and control how they are built and how they can affect surrounding adjacent properties.

Vice Mayor Chin then pointed out in Section 27-328, Other Accessory Structures. He stated that subsection (a)(2)d. refers to air conditioning compressors. He also added that this speaks to the public comment regarding generators. He remarked that the governing paragraph refers to "air conditioning compressors serving central systems (other than window units) or other mechanical equipment." This is already a broad definition and should cover generators. The subparagraph only refers to compressors with the restrictions stating they should be enclosed. If we changed the word "compressor" in those subparagraphs to "equipment," it could give us the ability to cover things like emergency generators or anything else that may be attached to the principal structure.

Ms. Brisolaro explained that another issue is that a generator is really considered an electrical structure, so it may be beneficial if we add electrical or mechanical equipment.

Vice Mayor Chin stated that Section 27-542 (c)(8), previously stated that bicycle rack materials should be made of powder-coated aluminum and now it just states plain aluminum.

Ms. Brisolaro advised that powder-coated would be added back in.

Ms. Brisolaro confirmed Vice Mayor Chin's inquiry that we would be using the word "changed" versus "increased" or "decreased" in the definition of nonconforming lot of record

Councilor Livingston commented that she agrees with a lot of the changes we have talked about adding in. She has questions, heard public comments and received emails about putting off the vote. It has been explained about the different format. The changes that we are talking about tonight are being put on the record that they are being changed. If, hypothetically, we get a final draft and it isn't in there, we can still go back and change it.

Mr. Roth stated that it can be changed by ordinance. We can amend any ordinance any time we want to.

Councilor Livingston suggested keeping everything out in the open and in public. After whatever happens tonight, if this is passed, she proposed at the next meeting having something they could look at to make sure all of the changes are in there. It is really more of trying to get this finalized.

Ms. Brisolaro commented that this is a living document. As things are moved through permitting and find things that don't work, it can be brought back in ordinance form and make those changes.

Mayor Brown reiterated that one of the most important things is that this is a living document. We have made changes in the past when needed. This is our Code. We have made changes before for corrections and clarification. It could happen again.

Mr. Roth added that is a better practice than what the City has done historically, which is ignore it. Then, have to spend three years doing a new one. When you see things come up that aren't working, we address them then. That is how you keep the Code more effective than the one we've had.

Councilor Livingston stated that in reading this, she is comfortable with the changes. Staff has done a great job of adding in the changes. Mr. Roth has looked over it as well as another attorney. She would add PUD language back and she feels comfortable with the other language and explanations. She knows from being on the CBD that they would see things and they wouldn't get changed. It is good point to know that going forward, we should be changing and moving things rather than just seeing them sit.

Councilor Messinger pointed out the date, brought by a member of the audience, referenced in Footnote 11 of Table 27-239 should be corrected. He sponsored that legislation and wants to make sure it is accurate.

Mr. Roth noted that the point was well taken from the member of the public.

Vice Mayor Chin added that in Section 27-330, Fences, Walls or Hedges, subsection (4), we should add "or other plantings" to "No fence, wall or hedge." People have many other things besides hedges in the visibility triangle. We should broaden the definition.

Made by Livingston, seconded by Key.

MOTION: **TO ADOPT ORDINANCE NO. 2022-03, REVISING AND AMENDING THE LAND DEVELOPMENT REGULATIONS ON SECOND READ WITH THE CHANGES FROM THE PRESENTATION AND THE FOLLOWING CHANGES AND STIPULATIONS DISCUSSED AT THIS MEETING:**

1. **CHANGE "DECREASE" AND "INCREASE" TO "CHANGE" REGARDING NON-CONFORMING LOTS**
2. **CORRECT THE DATE IN FOOTNOTE 11 OF TABLE 27-239 TO DECEMBER 2, 2019**
3. **CHANGE "COMPRESSOR" TO EQUIPMENT AND ADDING THAT IT IS ELECTRICAL OR MECHANICAL EQUIPMENT IN SECTION 27-328(a)(2)d**
4. **ADD "POWDER-COATED" BACK TO BICYCLE RACKS IN SECTION 27-244(c)(8)**
5. **CHANGING "GARAGE" TO "STRUCTURE" IN THE C-1 DISTRICT IN SECTION 27-226(h)(3)b**
6. **ADD "OR OTHER PLANTINGS" IN SECTION 27-330(a)(4) REGARDING THE VISIBILITY**

Roll Call Vote:

Ayes: 5-Livingston, Messinger, Key, Chin, and Brown

Noes: 0

MOTION CARRIED

OLD BUSINESS / NONE

NEW BUSINESS

Millage Rate

Consideration of Proposed Millage Rate. Mayor Brown reported that City Manager Stefen Wynn is out of town. Chief Financial Officer Danielle. Dyer-Tyler reported that the current millage rate is 3.3656. A new millage rate of 3.5193 is being proposed. She presented examples of what the increase would be based on different assessed values. This is being

proposed now due to the potential for a recession and things of that nature. We would like to plan ahead to make sure the City can continue to operate with the same level of service.

Ms. Dyer-Tyler reviewed the breakdown of how the City's taxable value relates to what the City of Jacksonville (COJ) receives and what Duval County Public Schools (DCPS) receive. COJ receives approximately 44%, DCPS receives approximately 37% leaving Neptune Beach with approximately 19%. She reported if we increase the millage rate to 3.5193, this would bring approximately \$495,000 annually to the General Fund budget. She added that the City has grown and the Public Safety Department has grown. We have seen come deficits and we would like to cover those deficits within the General Fund. The millage rate increase would be 0.1537%.

Ms. Dyer-Tyler pointed out that COJ Mayor Lenny Curry is proposing a rollback rate of .449%. Neptune Beach residents will still get a savings of .2% even with the proposed millage rate increase. In addition to the rollback on the property taxes, there will also be a rollback on the DCPS portion. Even though COJ and DCPS receive a large part of the assessed value, our increase will be mitigated.

Mayor Brown emphasized that she wanted to make sure everyone to understands because it is important thing that the rollback is happening for Duval County. The City is asking for an increase that will still allow residents to see a savings on property taxes. This could not be at a better time that would now allow us to move forward with what is needed for infrastructure, paving, and things we need because we do give so much to Duval County.

Council Discussion Councilor Key announced there would be a Finance Committee meeting in August to discuss some of these things. She would like to get a better picture. We have obviously failing infrastructure that has been neglected for years in our City. She wants to have a better understanding of how we are going to address that moving forward. Unfortunately, we can't ignore it any longer.

Councilor Key commented that she wanted to touch on public safety being a large portion of the budget. She does not think that we take into account that we are a coastal community with an influx of people and on weekends we have far more people than we do residents, so that number is skewed. If we look at it in a holistic manner, it would be greater than what we currently have. However, the numbers are based off of residents, even though as a coastal community, we have far more people. Those are important things to start looking at and discussing in the Finance Committee.

Councilor Livingston agreed with Councilor Key and would have more questions based off of that.

Mr. Roth clarified that the City has 35 days from when the property appraiser certifies value to provide our proposed rate. This is not our hearing on the millage rate. Our hearing is in September. This not he last time it will be discussed.

Councilor Messinger stated he would also have additional questions and planned on being at the Finance Committee meeting.

Councilor Messinger reported he had been speaking with the City Attorney about looking at impact fees and how those relate to our overall budgeting because we do not have them. It has been something we have been talking about for years. Additionally, there are abilities with impact fees to look at public safety, as well as infrastructure, water, sewer, and things of that nature. He thinks those will have a very large part of the discussion and may offset these needs through more creative funding sources. Where we are at, this would be a very important component keeping our taxes lower.

Mr. Roth announced that Terrell Arline is working on a proposal to Council on what would be

suggested regarding impact fees. A presentation would be at the next workshop.

City Manager Stefen Wynn, via Communications Media Technology (CMT), advised that he needed to report back to Duval County Property Appraiser's Office by August 4, 2022, so they can finish the worksheet and get to us our final assessed values.

Made by Livingston, seconded by Key.

MOTION: **TO APPROVE THE PROPOSED MILLAGE RATE 3.5193 TO TRANSMIT TO THE PROPERTY APPRAISER**

Roll Call Vote:

Ayes: 4-Key, Livingston, Chin, and Brown

Noes: 1-Messinger

MOTION CARRIED

Res. No. 2022-06,
Opioid Settlements

Resolution No. 2022-06, A Resolution of the City of Neptune Beach, Florida, Approving the Interlocal Agreement between the City of Jacksonville, the City of Atlantic Beach, the City of Jacksonville Beach, the City of Neptune Beach, and the Town of Baldwin for Distribution of Opioid Litigation Settlement Proceeds.

Mr. Roth explained that Duval County is one of many government entities in Florida, and many other states to join in various litigation against the opioid manufacturers for their contributions to the opioid crisis. Florida entered into a statewide plan for settling those cases. Last year, Council passed a resolution joining that plan. This is an interlocal agreement that provides how Duval County, because they are the designated recipient from the state, how they are required to disperse those funds per capita. This was worked on with the other two beaches attorneys as well as General Counsel from Duval County. The changes we requested were that Duval County has to take all the steps necessary to ensure the money and we are to receive the money within 30 days of receipt.

Made by Key, seconded by Messinger.

MOTION: **TO ADOPT RESOLUTION NO. 2022-06, APPROVING THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF JACKSONVILLE, THE CITY OF ATLANTIC BEACH, THE CITY OF JACKSONVILLE BEACH, THE CITY OF NEPTUNE BEACH, AND THE TOWN OF BALDWIN FOR DISTRIBUTION OF OPIOID LITIGATION SETTLEMENT PROCEEDS AND AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO THE INTERLOCAL AGREEMENT**

Roll Call Vote:

Ayes: 5-Key, Livingston, Messinger, Chin, and Brown

Noes: 0

MOTION CARRIED

Ardurra Group,
Supp. No. 2

Consideration of Approval of Supplemental Agreement No. 2 with Ardurra Group, Inc. for Professional and Consulting Services on the City Hall Roof Replacement Project.

Mobility Management Director Megan Steward reported that the roof of City Hall has not been replaced since its original construction in 1996. There are currently several major leaks. One of the issues that was discovered is there are no properly engineered drawings for the roof as there were items added after construction, mainly solar panels. We need to be able to spec out the roof and put the panels back down properly. One of the City's general engineering consultants, Ardurra, who was chosen through an RFP process, has provided a quote for engineering services for \$30,761.36. This would include professional engineering

activities associated with design, bid and construction for improvements for the project. This is under Non-Departmental -Building Improvements fund which has \$45,000 available.

Councilor Messinger asked if A1A Solar, who installed the panels, would have engineering documents related to the installation? If we obtain those documents, would that reduce some of the cost of the scope or bid?

Mr. Wynn reported that it was discovered that A1A only provided the materials. Our public works department actually did the installation. Any engineered documents are specific to the solar panels and not the roof.

Councilor Livingston asked if we have a good relationship with Ardurra and have we had any issues?

Mr. Wynn reported the City has a number of continuing services contractors. Ardurra is one of our engineering consultants. This would be a supplemental agreement to that existing contract. They recently completed the construction inspection services for Florida Boulevard project

Councilor Key asked who would be removing the solar panels.

Mr. Wynn answered we don't know yet and that would be done after engineering has been completed to see what will be done. That would be part of the bid package that will help us put together for contractors.

Councilor Key stated she would like to have some sort of contingency funds set up for damage that may be done to the solar panels as they are removed and put back on. She would not like be surprised at the end to have extra money need to be spent because they were damaged.

Mr. Wynn advised that we can put that into any bid specifications that Ardurra puts out for us. He also reported that the solar panels do work in the summer months. We see the lower utility bills.

Councilor Livingston asked how many years we had left as they don't last as long as one would think.

Mr. Wynn stated that they were tested last year and a couple of them were swapped out. He added we can have Ardurra work with A1A and make sure they are still in working condition

Councilor Key asked if there was a warranty for the panels and if it is voided by removing the panels. It would be important to have that information.

Ms. Steward commented that she was not aware of a warranty.

Made by Chin, seconded by Key.

MOTION: **TO APPROVE SUPPLEMENTAL AGREEMENT NO. 2 WITH ARDURRA GROUP FOR PROFESSIONAL AND CONSULTING SERVICES ON THE CITY HALL ROOF REPLACEMENT PROJECT**

Roll Call Vote:

Ayes: 5-Livingston, Messinger, Key, Chin, and Brown

Noes: 0

MOTION CARRIED

Council Chambers Consideration of Approval of Upgrade and Improve Audio/Video Equipment in Council

Audio/Video
Upgrade

Chambers. Mr. Wynn explained that one of the chief complaints throughout the LDC process is that some of the language, or some of the things shown on the screen, are hard to see. We have also heard it is hard to hear people and when Council members are speaking, it does not pick up their face.

We are proposing an upgrade to the audio/visual(A/V) equipment utilizing American Rescue Plan Act (ARPA) funding. This would improve the IT services to our residents and to those people that use IT services, like being able to view the presentations. We are proposing funding to upgrade our A/V equipment and communications in the Council Chambers. A total of \$47,500 will go to completely rewire, improve the cameras and the screens.

Vice Mayor Chin stated that he noted that the client will need to coordinate an installation with the existing audio vendor. Do we know how difficult that will be or if there would be extras costs? He also asked if this would change how we are recording the video for posting.

Mr. Wynn explained there will be a programming fee with the existing audio company. We don't know what that will be. It's normally within his normal approval limits, meaning it won't be over \$10,000. The recording will improve as people will be able to view from home without having to register or type in a Code. We will go back to livestreaming through our website, CivicPlus with a Zoom interface. You will be able to see things better and it will have a professional production value for watching videos after a Council meeting has concluded.

Councilor Messinger asked Mr. Wynn to extrapolate on how this could be used for a use such as this.

Mr. Wynn reported that the final rule from the Department of the Treasury concerning the expenditures for ARPA funding include funding projects that improve the user experience of government IT systems, including technology to increase public access and delivery of government programs and services

Councilor Key stated that she would like to see that at the completion of this project the holes filled and the room repainted.

Made by Messinger, seconded by Key.

MOTION: TO APPROVE THE BIS DIGITAL TO UPGRADE AND IMPROVE AUDIO/VISUAL EQUIPMENT IN THE COUNCIL CHAMBERS IN THE NOT TO EXCEED AMOUNT OF \$47,500.

Roll Call Vote:

Ayes: 5-Messinger, Key, Livingston, Chin, and Brown

Noes: 0

MOTION CARRIED

COUNCIL COMMENTS

Mr. Roth introduced Rhett Perrett with the Ansbacher Law Firm. He took the bar exam last week and will be filling in at Council meetings

Adjournment

There being no further business, the meeting adjourned at 7:24 p.m.

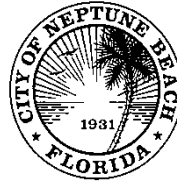
Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

Approved: _____

1



MINUTES
SPECIAL CITY COUNCIL MEETING
MONDAY, AUGUST 15, 2022, 6:00 P.M.
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266

Pursuant to proper notice, a Special City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, August 15, 2022, at 6:00 p.m., at Neptune Beach City Hall, 116 First Street, Neptune Beach, Florida 32266.

Attendance:

IN ATTENDANCE:

Mayor Elaine Brown
 Vice Mayor Kerry Chin
 Councilor Lauren Key
 Councilor Nia Livingston
 Councilor Josh Messinger

STAFF:

City Manager Stefen Wynn
 City Attorney Zachary Roth
 Police Chief Richard Pike
 Senior Activity Center Director Leslie Lyne
 Community Development Director Samantha Brisolara
 Chief Financial Officer Danielle Dyer-Tyler
 Grant and Resiliency Coordinator Colin Moore
 Public Works Director Jim French
 Mobility Management Director Megan Steward
 City Clerk Catherine Ponson

Call to Order/Roll
 Call/Pledge

Mayor Brown called the Special Meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Palm Tree
 Trimming

Consideration of Approval of Beaches Town Center and 1st Street Tree Trimming.

Councilor Messinger explained that the Beaches Town Center Agency expressed a desire to have tree trimming done. This is the time when it is typically done. In the past, Atlantic Beach has administered that. They sent a new contract. Staff reviewed it and it is within the budget. It needs to be reapproved by Council. Additionally, it is time to have 1st Street trimmed. The crew is here and with public works being short-staffed, it seems logical to have both done at the same time. Based on feedback, this would happen at the end of the month, if approved.

Vice Mayor Chin commented that the number of trees was kind of surprising. He is hoping that staff double-checked these numbers.

City Manager Stefen Wynn advised that Community Development Director Sam Brisolara had counted them.

Ms. Brisolara reported she and Code Enforcement Officer Denzel Dehm both counted the trees.

Councilor Key questioned if this is approved, what fund would this be paid from?

Mr. Wynn remarked that the City is looking for a not to exceed amount of \$29,000. This would require ultimately a budget amendment to transfer from surplus that we have realized from paid parking.

Councilor Livingston questioned are we going to be putting other projects in jeopardy by using that fund?

Mr. Wynn disclosed that this is realized revenue that is more than what was anticipated so as of right now, it can be used.

Mayor Brown commented that this seems expensive. She asked if there had been a comparative done or do we know what we have paid in the past?

Mr. Wynn replied that we are piggybacking on a contract with Atlantic Beach. It was bid out using normal bid procedures. He is assuming they chose the most responsive and responsible bidder. If we were to do this ourselves, it would take some time to complete.

Mayor Brown asked why this is not in the Town Center contract for landscaping?

Mr. Wynn remarked that he has asked for clarification from the Beaches Town Center Agency so that we can just do an annual budget. This is not in the scope of work for the landscaping company.

Vice Mayor Chin pointed out that under Bid Scope, Intent and Duration, in the bid document it states the period of the contract services will terminate five years after commencement. He asked if we are seeing the total cost here for five years of service or is this going to be something that we have to renew every year?

Mr. Wynn answered this cost is for this year.

Councilor Messinger stated that Atlantic Beach Environmental Stewardship Committee has always administered the tree trimming within the Town Center. They would just say we would get the same pricing. Atlantic Beach gets the entire city trimmed every year and they lump the Town Center in with that. Due to the scale of that, we realize a significant cost savings. They pass the per tree cost that they charge to the rest of Atlantic Beach on to us. They went through a standard procurement process. The vendor had communications with Neptune Beach and is giving us the same pricing per tree.

Mayor Brown stated that she would like to see in the future if we can bring the cost down.

Made by Messinger, seconded by Key.

MOTION: **TO APPROVE BEACHES TOWN CENTER AND FIRST STREET TREE TRIMMING FOR A NOT TO EXCEED AMOUNT OF \$29,000**

Roll Call Vote:

Ayes: 5-Key, Livingston, Messinger, Chin and Brown

Noes: 0

MOTION CARRIED

Adjournment

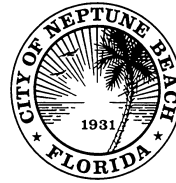
There being no further business, the Special Meeting adjourned at 6:11 p.m.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

Approved: _____



**MINUTES
WORKSHOP CITY COUNCIL MEETING
IMMEDIATELY FOLLOWING THE SPECIAL MEETING
MONDAY, AUGUST 15, 2022, 6:11 P.M.
NEPTUNE BEACH CITY HALL
116 FIRST STREET
NEPTUNE BEACH, FLORIDA 32266**

Pursuant to proper notice, a Workshop City Council Meeting of the City Council of the City of Neptune Beach was held on Monday, August 15, 2022, at 6:11 p.m., in Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida, 32266

Attendance

IN ATTENDANCE:

Mayor Elaine Brown
Vice Mayor Kerry Chin
Councilor Lauren Key
Councilor Nia Livingston
Councilor Josh Messinger

STAFF:

City Manager Stefen Wynn
City Attorney Zachary Roth
Police Chief Richard Pike
Senior Activity Center Director Leslie Lyne
Community Development Director Samantha Brisolaro
Chief Financial Officer Danielle Dyer-Tyler
Grant and Resiliency Coordinator Colin Moore
Public Works Director Jim French
Mobility Management Director Megan Steward
City Clerk Catherine Ponson

Call to
Order/Roll Call

Mayor Brown called the workshop meeting to order at 6:11 p.m.

AWARDS / PRESENTATIONS / GUESTS

Impact Fee
Presentation

Terrell K. Arline, Of Counsel, Ansbacher Law, via Communications Media Technology (CMT), presented information regarding impact fees. The presentation included what an impact fee is which is a source of revenue to finance a portion of the cost of public services and/or infrastructure required to serve new development. He reviewed the Florida Impact Fee Act passed in 2021 which established requirements for local governments. The local government would need to hire an expert who understands economic infrastructure and break down the costs for residential and commercial.

Mr. Arline stated that there are credits on impact fees. Local government must issue a "credit" "dollar-for-dollar" against impact fees for any contribution from the developer related to public facilities or infrastructure or prepayments. Credits are assignable and transferable to other properties. Credits go up if impact fees go up.

He advised it should be imbedded in the Comprehensive Plan. It is best practices to discuss the impact fees at the planning level in your Capital Improvements Element. He gave examples of impact fees from other areas including Orange County and St. Johns County.

Councilor Livingston asked if Atlantic Beach and Jacksonville Beach had impact fees and what did they look like?

Mr. Arline advised he had not specifically look at those cities. He can do that and let the City Manager know.

City Attorney Zachary Roth reported that Jacksonville Beach has a section called water impact fee but it's more of a connection fee.

Councilor Livingston commented that realistically looking at this it is not pressing to change it in the Comprehensive Plan. But at the same time is it something we would have to look at in the very near future and, if implemented, be submitted to the state?

Mr. Arline replied that the Comp Plan would be submitted to the state but the adoption impact fees are done by separate ordinance.

Mr. Roth informed Council that Jacksonville Beach appears to have school impact fee and a mobility fee.

Councilor Messinger stated if there was a situation if new or substantial redevelopment came in and they were going to increase the burden on the water and sewer system, they would have to pay for that increased burden. They couldn't say what would be installed without the City requesting it or giving that direction. It would get bid both ways and the City would pay the difference between what is required for the project and what the City may be asking for. He asked Mr. Arline if this was correct.

Mr. Arline said yes and added that the City gets to decide the size of the infrastructure. They can't create a credit by deciding to upsize. There are examples where developers will donate land for something or make a major improvement to a road and get credit. The credit process has been in place for years and usually applies with big developers doing large projects that have to upfront a lot of infrastructure. If they are going to upsize or overdesign, staff is going to have to want that and then generate an analysis of the equivalent credit.

Mr. Arline answered Councilor Messinger's next question regarding the limit for the costs incurred creating impact fees by stating that the legislature does not want impact fees to pay for running the City. They want you to limit the amount that goes to overhead of creating and implementing them.

Councilor Messinger asked when you say new development, does that mean, basically an increase in capacity related to a substantial redevelopment? You may have a commercial building that's being used. It increases the strain on the water and sewer systems, for example, that increased capacity costs would be passed on to the development versus incurred by the city, even though it may not technically be considered a straight new build.

Mr. Arline explained that impact fees apply to new building permits. That could be an expansion of an existing residential redevelopment. Residential and commercial redevelopment pay impact fees. A residential redevelopment would have to actually increase the number of dwelling units. If it doesn't, then an impact fee is not collected. A commercial redevelopment would have to have expanded the existing square footage. If the use changes and the demand on public infrastructure increases, there is an impact fee.

Councilor Messinger stated that is someone had a single-family home and were renovating their home, that wouldn't necessarily trigger an impact fee. He asked if they doubled the size of their home, would that trigger a fee?

Mr. Arline replied that it would depend on the City's definition of dwelling unit is so it may or may not have an impact fee.

Vice Mayor Chin stated his question had to do with the existing debt or previously approved projects. He stated that if we understand that we need improvements on our wastewater treatment plant, that is something that is existing and we are working on. A new development would have great impact on that wastewater treatment plant, thus acquiring an increase in the level of service. Would we not be able to apply the fees collected to the continuous improvement of the wastewater treatment plant?

Mr. Arline answered that you could apply the impact fee, but you would have to earmark it for what an expansion would be. It needs to be clear that you can't charge the new development for fixing an existing problem

Councilor Key stated she was very familiar with impact fees. During the 500 Atlantic process was when she realized the City did not have them. She has never lived in a city that did not have them. Most cities have, once you come up with what your percentages are, have very simple forms on their website to type in the information. There is no staff time. She hopes if we move forward with this, we would have something like that on our website and not have to take staff time, which also costs money. She is glad this is finally being brought forward. It is something that needs to be discussed and happen. She is happy to support it.

Councilor Livingston commented that she is not against impact fees. It is not surprising that we don't have them now that she knows our neighboring cities don't have them. She asked how realistic for Neptune Beach to have them based off the fact that it is only for new development?

Mr. Roth responded that it is realistic to have impact fees in place. Is it realistic to think it would make a substantial impact helping us fix the issues we have? They don't solve the current issues. It would be a shield.

Councilor Messinger added that we have been talking about these a lot in the past. He requested if staff, Mr. Roth and Mr. Arline could give concrete steps and options to weigh and consider.

Vice Mayor Chin pointed out that Mr. Arline mentioned hiring a consultant. He asked if it was feasible if we adapt one of our neighbors' impact fee schedules, such as the City of Jacksonville.

Mr. Roth advised it would not be very achievable to use COJ's as the data that would be covered would be different from Neptune Beach. Where you might find cost savings is rather than start from scratch, bring in a firm that specializes in creating these types of ordinances. They would be using forms that already exist.

Mayor Brown thanked Mr. Arline and told him we would be talking with him in the future.

DEPARTMENTAL SCORE CARD / CITY MANAGER REPORT

Dept. Score
Card/City
Manager Report

City Manager Stefen Wynn presented his City Manager Report for June, July, and August. He reviewed City projects including, Jarboe Park and water and wastewater improvements and the budget process.

He reported that the Finance Committee would meet Wednesday, August 16. The first read of the budget will be Wednesday, September 7, due to the Duval Scholl Board meeting. We can't hold our budget hearing at the same time as another tax entity that taxes our residents.

The final and second read of the budget is scheduled for September 19. All of those meetings are open to the public.

There is a Penman Road meeting on August 29, 9:00 a.m., for City staff and COJ staff to talk about the process moving forward.

Councilor Messinger asked if there was an agenda or if there was more information about the Penman Road meeting.

Mr. Wynn stated that they did not have an agenda, however, he and Grants and Resiliency Coordinator Colin Moore would be in attendance and would take minutes.

Vice Mayor Chin inquired about the completion date for the repair of the clarifier arm at Wastewater Treatment Plant #2.

Public Works Director Jim French (via CMT) reported it would be a couple of months before it is back online.

The Departmental Score Cards and City Manager Reports are posted on the City website at: <https://www.ci.neptune-beach.fl.us/city-manager/pages/city-manager-reportsdepartmental-score-cards>.

COMMITTEE REPORTS

Finance
Committee

Finance Committee Chair Councilor Lauren Key confirmed there would be a meeting on Tuesday, August 16, at 10:00 a.m.

PUBLIC COMMENTS

Public Comment

Sharon Jachem, 1716 Strand Street, Neptune Beach, stated she is looking at rebuilding her house and the placement of her front porch. She also commented regarding the Sylvester palm trees on her property.

Mary Frosio, 1830 Nightfall Drive, Neptune Beach, thanked Council and for providing their services. She added that the impact fees seem like a missed opportunity and is a way for the City to not have to pay for the additional impact.

PROPOSED ORDINANCES / NONE

CONTRACTS AND AGREEMENTS / NONE

ISSUE DEVELOPMENT

Airbnb/Short-
Term Rental
Discussion

Airbnb/Short-Term Rental Discussion. Councilor Key started the discussion by stating one of the reasons she got involved with City Council is the first meeting she ever attended was because her neighbor was running a short-term rental. It was fracturing the neighborhood and changing the character. There were parties until three o'clock in the morning, people parking in the wrong spot, and a massive amount of people coming by her yard throwing beer bottles and impacting her quality of life.

Councilor Key reported that Council had received an email last week regarding significant Airbnb complaints. She read the complaint and felt very sorry for the individual who has this sort of experience. She looked online and saw a few other Airbnbs in our area. Some are 28 days, some are longer and some are less than that.

Councilor Key expressed that she understands the nuances and challenges of enforcing Airbnbs. People check in on the weekend and check out on a Monday. Throughout the visioning process we heard that people don't want commercial in residential. They don't want commercial enterprises happening in their area. They want to be cornered off from that. We are not a tourist town. We want to preserve our character. Part of that is dealing with this short-term rental situation.

Councilor Key continued that in thinking about how Council and staff can find a better solution for that. She researched company called Govservice through Granicus that serves over 350 cities to do host compliance. You have to be licensed to have an Airbnb and they track who is getting revenue, who had short-term rentals and who had longer term rentals. It can narrow down and give a brief overview based on revenue. She wanted to bring this up to see if this is something staff would look into as it said free assessment for government services. This could help us with the challenges that we do have and sort of nailing down the Airbnb and short-term rental situation.

Mayor Brown stated that she questioned if they are registered with the state and in compliance with that part of it. She does know that we have got to stop it affecting our neighborhoods so negatively.

Councilor Livingston remarked that Councilor Key brings up a very good point. She also looked and there are different programs that can track this. There are other complaints and violations that can stem from these properties. It's not just unpleasant. It is a safety issue. She does not think our community is the community for Airbnbs.

Councilor Messinger reported that he went on Vrbo and found over a dozen that are actively listed for as little as one or two days. He knows that staff in the past has tried to shut it down. A lot of them will be listed as Jacksonville Beach. If you look at the photos, you can recognize them as being in Neptune Beach. He expressed that it's a problem and it's grown and going to continue to grow as Florida becomes more popular and coastal communities become popular. He found an article naming the top ten vacation rentals in Neptune Beach. He agrees with Councilor Key in finding a technology solution and robustly pursuing some of these properties is important.

Mr. Roth answered Councilor Messinger's inquiry regarding a lawsuit by stating that his concern is the practical perspective of would be how much would it cost to win. Because of their resources, they could run us into the ground financially.

Councilor Messinger stated that the websites state they will collect county and state taxes on the unit's behalf and remit those to the county and the state. Revenues are being paid even if they are unlicensed. Some of the technology solutions connect the taxed to the location for enforcement.

Mayor Brown stressed that if we let it go, there will be more. She does not blame neighbors for complaining. You have the added traffic. We need to put the hammer down on this as soon as we can

Community Development Director Samantha Brisolara wanted to clarify and state what staff is doing on that end. The City is not ignoring the issue. They are difficult to enforce. She stated that one problem is that they state 28 days on the website. Then the renters only stay for seven days and then get reimbursed. She added that the technology solutions tracking is a good idea but how fast would we get the data. Would we be paying for the service we would not get a return on?

Councilor Messinger stated it is difficult but they are getting crafty and we need to find a solution. Is there an ability to work with the Duval County Tax Collector?

Councilor Key informed Council she had sent the link for the site that offered a solution. She added that this is not a staff issue. It is what are the tools that we can try to utilize to help us in a situation which we are almost helpless.

Vice Mayor Chin agreed with Councilor Key that it would help to entertain a third party. He reiterated what Councilor Messinger stated that they are crafty and always looking for ways to bypass local regulations. If we can be successful in finding a service or something that will help us manage this, then he thinks it would be good for our code enforcement officer. He can handle some of the broader code enforcement issues that we have. His time would not be taken up when we actually have a service or a consultant who is specializing in that.

Mayor Brown remarked that doing nothing about it is not acceptable. We should look into the cost. Contacting the Duval County is not a bad idea.

Mr. Wynn reported he would direct staff to make this a priority. He thinks it is prudent to go with the Tax Collector's Office. The only issue he has is the technology solution is Granicus software and is a module to a larger ERP system. We are in the middle of a separate ERP upgrade as it is. He can get a cost for them to see if there is second module that can tie into our new system.

PUBLIC COMMENT

Public Comment Mary Frosio, 1830 Nightfall Drive, Neptune Beach, stated we have a responsibility to enforce the law. She added that if there are this many Airbnbs going on, the neighbors may not realize there is a Code that prohibits it. We should do something as it is going to ruin our town.

COUNCIL COMMENTS

Council Comments Councilor Messinger commented that we have talked about needing serious infrastructure upgrades and needing millions of dollars for that. We need to seriously look at our interlocal agreement with COJ and the possibility of a Community Redevelopment Agency (CRA). Now would be the perfect time with the COJ mayor's office up for election. There are three talked about candidates running for that position and the Beaches have been a very important voting block for that. Administrations are always looking to tackle issues and make positive changes for constituents. Starting those discussions now and then being able to carry over those discussions would be really good timing to do that in keeping the tax dollars that we pay. He has heard two mayoral candidates say that Jacksonville relied heavy on the Beaches as marketing the city as a whole. Now would be the perfect time to look for long-term reoccurring action.

Adjournment There being no further business, the Workshop meeting adjourned at 7:27 p.m.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

Approved: _____

City of Neptune Beach, Florida Annual Budget Fiscal Year 2023



**CITY of NEPTUNE BEACH, FLORIDA
ANNUAL BUDGET**

FISAL YEAR 2023

COUNCIL

**Elaine Brown, Mayor
Kerry Chin, Vice-Mayor
Josh Messinger, Councilor
Lauren Key, Councilor
Nia Livingston, Councilor**

CITY MANAGER – Stefen A.B. Wynn, M.P.A.

CITY ATTORNEY – Zachary Roth

CITY CLERK – Catherine B. Ponson, C.M.C.

CHIEF FINANCIAL OFFICER – Danielle Dyer-Tyler, M.B.A.

CHIEF OF POLICE – Richard J. Pike

CHIEF INFORMATION OFFICER – Miklos Stoffel, B.S.

PUBLIC WORKS DIRECTOR – E. James French, P.E.

COMMUNITY DEVELOPMENT DIRECTOR – Samantha Brisolaro, M.-U.R.P.

MOBILITY MANAGEMENT DIRECTOR – Megan Steward, M.A.

SENIOR CENTER DIRECTOR – Leslie Lyne

City of Neptune Beach—Organizational Chart

Residents of Neptune Beach

City Council
 Mayor Elaine Brown Vice-Mayor Kerry Chin
 Councilor Lauren Key Councilor Josh Messinger
 Councilor Nia Livingston

City Attorney
Zachary Roth

City Manager
Stefen Wynn, M.P.A.

City Clerk/HR Director
Catherine Ponson, C.M.C.

Information Technology
Miklos Stoffel

Grants, Sustainability & Resiliency
Colin Moore

Senior Activity Center & Recreation
Leslie Lyne

Director of Public Safety
Chief Richard Pike

- Police Department
- Animal Control
- Lifeguards
- Code Enforcement

Director of Public Works
E. James French, P.E.

- Street Department
- Parks & Recreation
- Water & Sewer Utility
- Stormwater Utility

Director of Finance
Danielle Dyer-Tyler

- Accounting
- Budget
- Customer Service
- Utility Billing

Planning & Community Development
Samantha Brisolara

- Planning
- Permitting
- Variances

Mobility Management
Megan Steward

- Parking Enforcement
- Customer Service
- Visitor Relations



INTRODUCED BY:

ORDINANCE NO. 2022-04310-07

MAYOR ELAINE BROWN, VICE MAYOR ~~KERRY CHINFRED JONES~~, ~~COUNCILOR~~
~~KERRY CHIN~~ ~~COUNCILOR~~ LAUREN KEYSCOTT WILEY, ~~COUNCILOR~~ NIA
~~LIVINGSTON~~, ~~COUNCILOR~~ JOSH MESSINGER, ~~COUNCILOR~~ KERRY CHIN

A BILL TO BE ENTITLED

AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA, ADOPTING FINAL MILLAGE RATE AND LEVYING AD VALOREM TAXES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022~~10~~, AND ENDING SEPTEMBER 30, 2023~~24~~; SETTING FORTH CERTAIN INFORMATION REGARDING "ROLLED-BACK RATE"; DIRECTING THE CITY MANAGER TO ADJUST THE ADOPTED MILLAGE RATE IN THE EVENT OF CHANGES IN THE ASSESSMENT ROLL AND TAXABLE VALUE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Neptune Beach has held a public hearing on the tentative budget and proposed millage rate for the 2022~~10~~-2023~~24~~ fiscal year, and has adopted a tentative budget and proposed millage rate necessary to fund the tentative budget; and

WHEREAS, the City of Neptune Beach proposed by separate ordinance to finally adopt a budget and make appropriations for various funds for the City of Neptune Beach for fiscal year beginning October 1, 2022~~10~~, and ending September 30, 2023~~24~~; and

WHEREAS, the budget as proposed will require revenues be raised and collected by ad valorem tax levy.

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

SECTION 1. Revenues shall be raised and collected for the City of Neptune Beach by ad valorem taxes for fiscal year beginning October 1, 2022~~10~~, and ending September 30, 2023~~24~~, as follows:

A. There is hereby levied on all nonexempt property within the City of Neptune Beach an ad valorem tax of 3.53193656 mills for operational purposes, and an ad valorem tax of 0.0000 mills for debt service, making a total of 3.519333656 mills.

B. Such millage shall be levied upon the dollar amount of the assessed valuation of all nonexempt taxable property in the City of Neptune Beach as

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returned by the Duval County Property Appraiser as shown in the 202~~210~~ assessment roll for the City, allowing homestead and other lawful exemptions. All such taxes so specified and levied are ordered extended upon the assessment roll to show the tax attributable to all taxable property, and shall be collected by the Duval County Tax Collector as provided by law.

SECTION 2. The ad valorem taxes hereby levied are for the purpose of raising funds, revenues and monies to be used, set aside, and exempted for the functions and purposes of the municipal government of the City of Neptune Beach pursuant to the provisions of the City Charter and the laws of the State of Florida.

SECTION 3. The following information is set forth as required by Section 200.065(2)(d), Florida Statutes;

A. As to the entire City of Neptune Beach, the millage rate levied herein is ~~14.535-934.98~~ percent more than the "rolled-back rate," ~~3.07273-17733-2058~~, which represented the "percentage increase in property taxes" according to the characterization ascribed to said percentage by Florida law.

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SECTION 4. Pursuant to Section 200.065(6), Florida Statutes, the City Manager is hereby authorized to adjust the adopted millage rate set forth herein if the taxable value within the jurisdiction of the City of Neptune Beach as certified by the property appraiser is at variance by more than one percent with the taxable value shown on the assessment roll to be extended, such that the taxes ~~are~~ ~~are~~ computed by applying the adopted rate against the certified taxable value are equal to the taxes computed by applying the adjusted adopted rate to the taxable value on the roll extended, ~~except that, except that~~ no adjustment shall be made to levies required by law to be a specific millage amount. The City Manager shall certify to the property appraiser of the aggregate change in the assessment roll and taxable value, if any, from that certified.

SECTION 5. Effective Date. This ordinance shall become effective immediately upon its adoption by the City Council.

VOTE RESULTS OF FIRST PUBLIC HEARING AND READING:

Mayor Elaine Brown	YES	
Vice Mayor Kerry Chin Fred Jones	YES	
Councilor Lauren Key Kerry Chin Scott Wiley		YES
Councilor Nia Livingston Lauren Key Josh Messinger		YES
Councilor Josh Messinger Kerry Chin Josh Messinger		YES

Passed on First Reading this ~~107th~~ ~~—~~th day of September, ~~2022~~ ~~2020~~.

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VOTE RESULTS OF SECOND AND FINAL PUBLIC HEARING AND READING:

Mayor Elaine Brown	YES		
Vice Mayor Kerry Chin Fred Jones		YES	
Councilor Lauren Key Kerry Chin Scott Wiley			YES
Councilor Nia Livingston Lauren Key Josh Messinger			YES
Councilor Josh Messinger Kerry Chin	YES		

Passed on Second and Final Reading this ~~19th~~ ~~21st~~ day of ~~September~~ ~~September, 2022~~ ~~10~~.

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Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

Approved as to form and contents:

Zachary R. Roth, City Attorney

INTRODUCED BY:



ORDINANCE NO. 2022-05

**MAYOR ELAINE BROWN, VICE MAYOR KERRY CHIN, COUNCILOR LAUREN KEY,
COUNCILOR NIA LIVINGSTON, COUNCILOR JOSH MESSINGER**

A BILL TO BE ENTITLED

**AN ORDINANCE OF THE CITY OF NEPTUNE BEACH, FLORIDA,
ADOPTING A FINAL BUDGET AND APPROPRIATING FUNDS FOR THE
FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING
SEPTEMBER 30, 2023; PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Neptune Beach has held a public hearing on its proposed millage rate and its tentative budget for the 2022-2023 fiscal year, and has adopted a tentative budget and proposed millage rate necessary to fund the tentative budget; and

WHEREAS, a further public hearing has been held to adopt a final millage rate and to adopt a final budget.

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

SECTION 1. The budget for the City of Neptune Beach as attached, marked Exhibit "A", is hereby adopted as the final and approved budget for fiscal year beginning October 1, 2022 and ending September 30, 2023.

SECTION 2. Funds are hereby appropriated in accordance with the City Charter as set forth in the budget adopted above.

SECTION 3. The City Council may amend this budget in order to make any appropriations, transfers, authorizations, or adjustments by adoption of a Resolution.

SECTION 4. All funds appropriated for the 2021-2021 fiscal year which are encumbered, but unexpended as of the last day of the fiscal year, shall be deemed re-appropriated for the same purpose for the 2022-2023 fiscal year.

SECTION 5. Effective Date. This ordinance shall become effective immediately upon its adoption, but the budget adopted hereby shall take effect as of October 1, 2023.

VOTE RESULTS OF FIRST PUBLIC HEARING AND READING:

Mayor Elaine Brown
Vice Mayor Kerry Chin
Councilor Lauren Key
Councilor Nia Livingston
Councilor Josh Messinger

Passed on First Reading this 7th day of September, 2022.

VOTE RESULTS OF SECOND AND FINAL PUBLIC HEARING AND READING:

Mayor Elaine Brown
Vice Mayor Kerry Chin
Councilor Lauren Key
Councilor Nia Livingston
Councilor Josh Messinger

Passed on Second and Final Reading this 19th day of September, 2022.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

Approved as to form and contents

Zachary R. Roth, City Attorney

TRIM – Truth in Millage

This is the millage public hearing for the City of Neptune Beach, Florida. The “Rolled-back” rate for the City of Neptune Beach is 3.0727 mills. The rate to be adopted reflects a 14.53% increase over the “Rolled-back” rate. The rate that is to be levied in this ordinance by the City Council is 3.5193. **This rate is higher than the rate levied by the City last year.**

PROPOSED

CITY OF NEPTUNE BEACH MILLAGE RATE PROPOSAL FY-23 (Millage Rate is Determined in prior FY for Upcoming FY and Reflects FY-22)

Fiscal Year	General Services District (Operation)	General Services District (Bonds)	General Services District (Total)	Urban Services District - 4 Reduction	Schools Operation	Schools Bonds	Neptune Beach Millage Rate*	Gross Taxable Value	Proceeds at Millage Rate	Millage Increase (Decrease)	Proceeds to CONB Increase (Decrease)	3.2907 <i>Millage Rate Reduction Amount as Determined by H 1 (b) of Interlocal Agreement 1997 Amendment</i>
Fy-21	11.4419	0.0000	11.4419	8.1512	5.8080	0.0000	3.3656	\$ 1,030,107,270	\$ 3,466,929			
Fy-22	11.4419	0.0000	11.4419	8.1512	6.8080	0.0000	3.5193	\$ 1,125,775,290	\$ 3,961,941	0.1537	\$ 495,012	

*Maximum Millage Rate for 2/3 (Supermajority) is 3.5872

CONB REVENUE ON PROPOSED MILLAGE COMPARED TO OTHER TAXING UNITS IN COUNTY

	COJ Proceeds*	DCPS Proceeds**	TOTAL REVENUE TO OTHER COUNTY COJ & DCPS (based on gross taxable value)	CONB Proceeds	Diff. COJ to CONB	Diff. DCPS to CONB
Fy-21	\$ 8,396,610	\$ 5,982,863	\$ 14,379,473	\$ 3,466,929	\$ 4,929,681	\$ 2,515,934
Fy-22 (FY-23 Budget Year)	\$ 9,176,420	\$ 7,664,278	\$ 16,840,698	\$ 3,961,941	\$ 5,214,479	\$ 3,702,337

*Based on Urban Services Rate times Gross Taxable Value

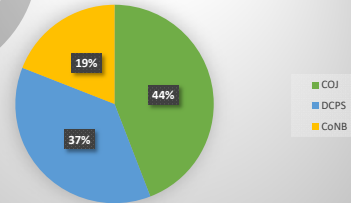
**Based on the School Operation times Gross Taxable Value

CONB Millage Proposal Scenarios for Average Homeowners

Millage	Tax Assessments on Homes	Total Tax to CONB	Monthly Payment*	Difference a month
3.3656	\$ 680,000.00	\$ 2,288.61	\$ 190.72	
3.5193	\$ 680,000.00	\$ 2,393.12	\$ 199.43	\$ 8.71
3.3656	\$ 380,000.00	\$ 1,278.93	\$ 106.58	
3.5193	\$ 380,000.00	\$ 1,337.33	\$ 111.44	\$ 4.87
3.3656	\$ 225,000.00	\$ 757.26	\$ 63.11	
3.5193	\$ 225,000.00	\$ 791.84	\$ 65.99	\$ 2.88

* Assumes most homeowners have a mortgage with an escrow account and pay into the account monthly. Home Values are a random sampling of homes throughout the City.

Revenue Breakout of Millage Rate



ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
		FY2021	FY2020	FY2019	FY2018	FY2022	FY2023
General Fund							
001-0000-311-10-00	REAL PROPERTY TAXES	\$ -	\$ -	\$ -	\$ -		
001-0000-311-10-10	REAL PROPERTY TAXES	\$ 3,027,578.07	\$ 2,915,179.59	\$ 2,675,995.97	\$ 2,528,007.41	\$ 3,227,822.00	\$ 3,913,512.64
001-0000-311-10-20	PERSONAL PROPERTY TAXES	\$ 47,291.55	\$ 50,514.34	\$ 53,453.48	\$ 47,559.59	\$ 55,761.00	\$ 68,926.77
001-0000-311-20-10	DELINQUENT REAL PROPERTY	\$ 11,911.83	\$ 5,296.70	\$ 116,679.65	\$ 60,063.88	\$ 10,000.00	\$ 10,000.00
	Subgroup : [311] Taxes	\$ 3,086,781.45	\$ 2,970,990.63	\$ 2,846,129.10	\$ 2,635,630.88	\$ 3,293,583.00	\$ 3,992,439.41
General Fund							
001-0000-313-10-00	JAX BEACH ELEC. FRANCHISE	\$ 194,786.25	\$ 219,348.19	\$ 225,699.83	\$ 224,048.96	\$ 220,000.00	\$ 220,000.00
001-0000-313-40-00	GAS FRANCHISE	\$ 1,425.93	\$ 1,889.41	\$ 1,449.47	\$ 1,203.98	\$ 1,400.00	\$ 1,400.00
001-0000-313-60-00	SANITATION FRANCHISE	\$ 118,244.03	\$ 125,719.14	\$ 127,908.49	\$ 128,098.43	\$ 128,400.00	\$ 125,500.00
001-0000-314-20-00	TELECOMMUNICATIONS TAX	\$ 244,723.42	\$ 283,324.96	\$ 265,652.14	\$ 283,324.96	\$ 242,400.00	\$ 252,750.00
	Subgroup : [323] Franchise Fees	\$ 559,179.63	\$ 630,281.70	\$ 620,709.93	\$ 636,676.33	\$ 592,200.00	\$ 599,650.00
General Fund							
001-0000-321-10-00	PROFESSIONAL/OCCUPATIONAL. LICENSES	\$ 34,909.25	\$ 47,579.50	\$ 46,916.75	\$ 53,665.00	\$ 20,000.00	\$ 20,000.00
001-0000-322-10-00	BUILDING PERMITS	\$ 162,596.45	\$ 148,655.11	\$ 113,245.58	\$ 75,466.10	\$ 181,000.00	\$ 137,000.00
001-0000-322-20-00	PLAN REVIEW FEES	\$ 41,688.24	\$ 35,114.46	\$ 33,838.39	\$ 32,727.19	\$ 38,000.00	\$ 36,000.00
001-0000-322-20-10	Fire Plan Review Fees	\$ -	\$ -	\$ -	\$ -	\$ 10,023.85	\$ 10,000.00
001-0000-322-30-00	Building Department Credit Card Fees	\$ -	\$ 1,461.00	\$ 3,570.75	\$ -	\$ -	\$ -
001-0000-329-10-00	INSPECTION FEES	\$ 585.00	\$ 1,514.50	\$ 37,186.38	\$ 80,988.58	\$ 1,000.00	\$ 2,500.00
	Subgroup : [322] Licenses and Permits	\$ 239,778.94	\$ 234,324.57	\$ 234,757.85	\$ 242,846.87	\$ 250,023.85	\$ 205,500.00
General Fund							
001-0000-331-20-00	Federal Grant - Public Safety	\$ 79,169.96	\$ 16,837.12	\$ -	\$ -	\$ -	\$ -
001-0000-332-10-00	ARPA Funding	\$ -	\$ -	\$ -	\$ -	\$ 3,635,695.92	\$ -
001-0000-334-40-10	DISASTER RELIEF FUNDING/FEMA FUNDING	\$ 3,685.17	\$ 49,395.56	\$ 470,771.69	\$ 433,161.64	\$ -	\$ -
001-0000-335-11-20	11 CENT CIG. TAX/REV. SHARING	\$ 215,626.44	\$ 189,961.11	\$ 206,233.88	\$ 199,174.99	\$ 181,360.00	\$ 180,000.00
001-0000-335-15-00	ALCOHOLIC BEVERAGE. LICENSES	\$ 17,937.98	\$ 9,152.53	\$ 9,392.35	\$ 8,222.59	\$ 10,300.00	\$ 8,800.00
001-0000-335-18-00	LOCAL HALF CENT SALES TAX	\$ 789,576.57	\$ 758,345.34	\$ 803,250.79	\$ 791,343.14	\$ 856,800.00	\$ 785,000.00
001-0000-335-19-00	MOTOR FUEL TAX REBATE	\$ 2,740.73	\$ 2,217.81	\$ 2,168.73	\$ 5,022.57	\$ 2,400.00	\$ 2,400.00
001-0000-337-20-12	FDOT GRANT	\$ 41,599.69	\$ 34,612.14	\$ 36,300.77	\$ 35,393.82	\$ 40,000.00	\$ 37,500.00
001-0000-337-20-30	911 USER FEES	\$ 105,809.00	\$ 90,486.00	\$ 107,029.94	\$ 89,735.09	\$ 89,848.98	\$ 99,250.00
001-0000-337-30-20	FLORIDA BLVD. MAINTENANCE	\$ 39,470.94	\$ 38,319.00	\$ 37,203.00	\$ 36,119.00	\$ 20,327.52	\$ 37,500.00
001-0000-337-70-10	LIFEGUARD/BEACH CLEAN-UP	\$ 250,740.00	\$ 243,435.00	\$ 236,345.00	\$ 229,461.00	\$ 250,740.00	\$ 240,000.00
001-0000-338-20-00	COUNTY OCCUPATIONAL TAX	\$ -	\$ 10,588.80	\$ 11,204.81	\$ 10,701.83	\$ -	\$ -
	Subtotal [330] Intergovernmental Revenue	\$ 1,546,356.48	\$ 1,443,350.41	\$ 1,919,900.96	\$ 1,838,335.67	\$ 5,087,472.42	\$ 1,390,450.00
General Fund							
001-0000-341-20-10	BOARD OF APPEALS FEES	\$ 2,000.00	\$ 900.00	\$ 1,900.00	\$ 2,750.00	\$ 1,500.00	\$ 1,500.00
001-0000-341-20-20	PLANNING REVIEW BOARD FEE	\$ 3,508.16	\$ 3,621.90	\$ 3,988.82	\$ 3,667.11	\$ 3,500.00	\$ 3,500.00
001-0000-341-20-30	SALE OF MAPS/PUBLICATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-0000-341-20-40	LIEN LETTERS	\$ 9,730.00	\$ 8,883.00	\$ 8,920.00	\$ 8,000.00	\$ 8,200.00	\$ 7,000.00
001-0000-341-20-45	NOTARY FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-0000-341-20-50	COPIES	\$ 599.58	\$ 916.14	\$ 2,410.51	\$ 2,097.00	\$ 500.00	\$ 500.00
001-0000-341-20-60	ID & FINGERPRINT CHARGES	\$ 90.00	\$ 80.00	\$ 84.00	\$ 170.00	\$ 100.00	\$ 50.00
001-0000-341-20-90	ZONING VERIFICATION CHARGES	\$ 360.00	\$ 95.00	\$ 175.00	\$ 75.00	\$ 360.00	\$ 100.00
001-0000-341-55-00	ELECTION QUALIFYING FEES	\$ -	\$ 570.00	\$ -	\$ 392.00	\$ -	\$ -
001-0000-342-90-20	INCIDENT REPORTS	\$ 70.30	\$ 9.00	\$ 79.15	\$ 9.00	\$ 70.00	\$ 70.00
	Subgroup : [341] Charges for Services	\$ 16,358.04	\$ 15,075.04	\$ 17,557.48	\$ 17,160.11	\$ 14,230.00	\$ 12,720.00
General Fund							
001-0000-351-10-00	COURT FINES	\$ 34,105.52	\$ 17,218.61	\$ 30,169.91	\$ 30,246.16	\$ 35,000.00	\$ 15,000.00
001-0000-354-10-00	PARKING TICKETS	\$ 22,189.55	\$ 23,024.05	\$ 12,178.35	\$ 22,870.08	\$ 18,000.00	\$ 8,200.00
001-0000-354-20-00	ALARM VIOLATIONS	\$ 25.00	\$ 50.00	\$ 350.00	\$ 55.00	\$ 25.00	\$ 25.00
001-0000-354-30-00	ANIMAL CONTROL VIOLATIONS	\$ 3,055.00	\$ 3,410.00	\$ 8,281.37	\$ 5,158.00	\$ 3,000.00	\$ 2,200.00
001-0000-354-40-00	CODE ENFORCEMENT VIOLATIONS.	\$ 3,352.00	\$ 1,809.72	\$ 250.00	\$ -	\$ 4,750.00	\$ 2,000.00
	Subgroup : [354] Fines and Forfeitures	\$ 62,727.07	\$ 45,512.38	\$ 51,229.63	\$ 58,329.24	\$ 60,775.00	\$ 27,425.00
General Fund							
001-0000-361-10-00	INTEREST ON INVESTMENTS	\$ 2,513.17	\$ 15,224.69	\$ 48,636.85	\$ 28,287.45	\$ -	\$ 200.00
001-0000-361-20-00	STATE BOARD ADMIN INTEREST	\$ 31.30	\$ 235.76	\$ 450.41	\$ 364.69	\$ -	\$ -
	Subgroup : [361] Investment Income	\$ 2,544.47	\$ 15,460.45	\$ 49,087.26	\$ 28,652.14	\$ -	\$ 200.00
General Fund							
001-0000-362-10-00	CELLULAR TOWER RENTALS	\$ 92,352.67	\$ 89,610.08	\$ 85,612.37	\$ 81,785.98	\$ 40,000.00	\$ 50,000.00
001-0000-362-20-00	FOP LODGE RENTAL	UNUSED	UNUSED	UNUSED	UNUSED	UNUSED	UNUSED
001-0000-362-35-00	BREWBOUND RIGHT-OF-WAY LEASE	\$ 2,400.00	\$ 2,400.00	\$ 2,600.00	\$ 1,200.00	\$ 2,400.00	\$ 2,400.00
001-0000-362-40-00	FISH CAMP SIDEWALK RENTAL	\$ 4,523.53	\$ 2,878.61	\$ 4,934.76	\$ 4,153.42	\$ 4,934.00	\$ 4,934.00
001-0000-362-43-00	HAWKERS NEPTUNE BEACH SIDEWALK LE/	\$ 3,166.80	\$ 3,142.44	\$ 2,752.68	\$ 2,265.48	\$ 2,923.00	\$ 2,923.00
001-0000-362-45-00	JAX SURF & PADDLE AND FLYING IGUANA L	\$ 6,133.49	\$ 2,878.61	\$ 4,934.76	\$ 4,934.76	\$ 4,934.00	\$ 6,000.00
001-0000-362-47-00	SOUTHCOAST BEACHES SIDEWALK RENT	\$ 2,400.00	\$ 2,400.00	\$ 2,200.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
001-0000-362-50-00	GARDEN LEASE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-0000-362-52-00	THE LOCAL DUMPSTER PAD RENTAL	\$ -	\$ 1,000.00	\$ 500.00	\$ -	\$ 15,500.00	\$ 6,000.00
001-0000-362-60-00	GREEN MARKET LEASE PAYMENT	UNUSED	\$ 1,440.00	\$ 2,224.00	\$ -	\$ -	\$ -
001-0000-362-75-00	NEPTUNE HOUSE RENTALS	\$ 752.00	\$ 2,172.00	\$ 856.00	\$ -	\$ 1,000.00	\$ 1,000.00
	Subgroup : [362] Rents and Royalties	\$ 111,728.49	\$ 107,921.74	\$ 106,614.57	\$ 96,739.64	\$ 74,091.00	\$ 75,657.00
General Fund							
001-0000-364-10-00	SURPLUS EQUIPMENT SALES	\$ 6,162.00	\$ 25,844.39	\$ 23,613.86	\$ 40,209.58	\$ 5,000.00	\$ 7,500.00
001-0000-364-20-00	INSURANCE PROCEEDS	\$ 9,710.00	\$ -	\$ -	\$ 5,159.06	\$ -	\$ 1,000.00
	[364] Sales - Disposition of Fixed Assets	\$ 15,872.00	\$ 25,844.39	\$ 23,613.86	\$ 45,368.64	\$ 5,000.00	\$ 8,500.00

ACCOUNT	DESCRIPTION	ACTUAL		ACTUAL		BUDGET	
		FY2021	FY2020	FY2019	FY2018	FY2022	FY2023
General Fund							
001-0000-369-00-00	OTHER MISC. REVENUES	UNK	\$ 32,979.57	\$ 116,142.49	\$ 55,451.94	\$ 1,000,000.00	\$ 30,000.00
	Subgroup : [369] Miscellaneous Revenue	UNK	\$ 32,979.57	\$ 116,142.49	\$ 55,451.94	\$ 1,000,000.00	\$ 30,000.00
General Fund							
001-0000-381-00-00	Interfund Transfers	\$ 235,000.00	\$ 130,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 105,000.00
001-0000-382-10-00	CONTRIB. FROM WATER/SEWER	\$ 120,000.00	\$ 120,000.00	\$ 95,000.00	\$ 78,797.00	\$ -	\$ 120,000.00
001-0000-382-20-00	CONTRIB. FROM OTHER FUNDS	\$ 255,000.00	\$ -	\$ -	\$ -	\$ -	\$ 210,000.00
001-0000-389-10-00	APPROPRIATED FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ 36,001.00	\$ 3,134,111.37
	Subgroup : [380] Other Financing Sources	\$ 490,000.00	\$ 250,000.00	\$ 105,000.00	\$ 88,797.00	\$ 36,001.00	\$ 3,569,111.37
	TOTAL GENERAL FUND REVENUES	\$ 6,131,326.57	\$ 5,771,740.88	\$ 6,090,743.13	\$ 5,743,988.46	\$ 10,413,376.27	\$ 9,911,652.78

PROPOSED

Payroll Account	Payroll Account Description	Distribution Account	Department	Employee	Percent of Allocation		
999-1112-512-10-12 CM Department	City Manager's Office CMANGR	001-1112-512-10-12	City Manager's Office	Stefen Wynn	40%		
		401-4331-531-10-12	Water & Sewer Administration	Stefen Wynn	23%		
		430-4334-534-10-12	Sanitation	Stefen Wynn	3%		
		441-1441-541-10-12	Stormwater Utilities	Stefen Wynn	14%		
		500-1550-541-10-12	Mobility Management	Stefen Wynn	20%		
						Total Allocation	100%
985-1112-512-10-12 alias CM Department	GRANTS&RESILIENCY <i>Grants</i> GRC	001-1112-512-10-12	City Manager's Office	Colin Moore	40%		
		430-4334-534-10-12	Sanitation	Colin Moore	2%		
		401-4331-531-10-12	Water & Sewer Administration	Colin Moore	40%		
		441-1441-541-10-12	Stormwater Utilities	Colin Moore	18%		
						Total Allocation	100%
996-1112-512-10-12 alias CM Department	City Manager's Office ASCMGR <i>Asst. to CM</i>	001-1112-512-10-12	City Manager's Office	Cheryl Back	40%		
		441-1441-541-10-12	Stormwater Utilities	Cheryl Back	12%		
		401-4331-531-10-12	Water & Sewer Administration	Cheryl Back	43%		
		430-4334-534-10-12	Sanitation	Cheryl Back	5%		
						Total Allocation	100%
998-1113-513-10-12 alias Finance Department	Customer Service - Regular <i>Util.Bill.Sup/cash</i> UTADM	001-1113-513-10-12	Finance	Rosemary Marrero	10%		
		441-1441-541-10-12	Stormwater Utilities	Rosemary Marrero	15%		
		401-4331-531-10-12	Water & Sewer Administration	Rosemary Marrero	60%		
		430-4334-534-10-12	Sanitation	Rosemary Marrero	15%		
						Total Allocation	100%
997-1113-513-10-12 alias Finance Department	Finance - Regular <i>Accountant</i> ACCTNT	001-1113-513-10-12	Finance	Charles (Michael) Owens	40%		
		401-4331-531-10-12	Water & Sewer Administration	Charles (Michael) Owens	35%		
		430-4334-534-10-12	Sanitation	Charles (Michael) Owens	20%		
		441-1441-541-10-12	Stormwater Utilities	Charles (Michael) Owens	5%		
						Total Allocation	100%
998-1113-513-10-12 alias Finance Department	Customer Service - Regular <i>Util.Bill.Sup/cash</i> CASHR2	001-1113-513-10-12	Finance	Teresa Downs	10%		
		441-1441-541-10-12	Stormwater Utilities	Teresa Downs	15%		
		401-4331-531-10-12	Water & Sewer Administration	Teresa Downs	60%		
		430-4334-534-10-12	Sanitation	Teresa Downs	15%		
						Total Allocation	100%
998-1113-513-10-12 alias Finance Department	Customer Service - Regular <i>Util.Bill.Sup/cash</i> CASHR1	001-1113-513-10-12	Finance	Jazmine Tatum	10%		
		441-1441-541-10-12	Stormwater Utilities	Jazmine Tatum	15%		
		401-4331-531-10-12	Water & Sewer Administration	Jazmine Tatum	60%		
		430-4334-534-10-12	Sanitation	Jazmine Tatum	15%		
						Total Allocation	100%
987-1221-521-10-12	IT Administrator IT ADM	001-1119-519-10-12	Non-Departmental	Miklos Stoffel	15%		
		500-1550-541-10-12	Parking	Miklos Stoffel	25%		
		401-4335-535-10-12	Sewer Svcs.	Miklos Stoffel	20%		
		401-4336-536-10-12	Water Svcs.	Miklos Stoffel	20%		
		401-4331-531-10-12	Stormwater Utilities	Miklos Stoffel	20%		
						Total Allocation	100%
984-1441-541-10-12 Public Works Department	Public Works Laborer LBR2	001-1441-541-10-12	Public Works	Victor Alvarado	50%		
		430-4334-534-10-12	Sanitation	Victor Alvarado	12%		
		001-1119-519-10-12	Non-Departmental	Victor Alvarado	25%		
		001-1775-575-10-12	Ocean Rescue/Beach Cleanup	Victor Alvarado	13%		
						Total Allocation	100%
984-1441-541-10-12 Public Works Department	Public Works Laborer LBR2	001-1441-541-10-12	Public Works	Jay Bennett	50%		
		430-4334-534-10-12	Sanitation	Jay Bennett	12%		
		001-1119-519-10-12	Non-Departmental	Jay Bennett	25%		
		001-1775-575-10-12	Ocean Rescue/Beach Cleanup	Jay Bennett	13%		
						Total Allocation	100%
983-1441-541-10-12	PW Admin. Asst.	001-1441-541-10-12	Public Works	Angie Bridges	50%		

Public Works Department	ADMIN	401-4331-531-10-12	Water & Sewer Administration	Angie Bridges	50%	Total Allocation	100%
989-4335-535-10-12 alias Public Works Department	Waste Water Supervisor CREWCHIEF/UTIL.LABOR	401-4335-535-10-12 401-4336-536-10-12	Sewer Services Water Services	Lucas Bridges Lucas Bridges	50% 50%	Total Allocation	100%
989-4335-535-10-12 alias Public Works Department	Waste Water Supervisor CREWCHIEF/UTIL.LABOR	401-4335-535-10-12 401-4336-536-10-12	Sewer Services Water Services	Shannon Payne/Adam Prestidge Shannon Payne/Adam Prestidge	50% 50%	Total Allocation	100%
982-1441-541-10-12 Public Works Department	Public Works Director DIRPBW	001-1441-541-10-12 401-4331-531-10-12 430-4334-534-10-12 441-1441-541-10-12	Public Works Water & Sewer Administration Sanitation Stormwater Utilities	E. James French E. James French E. James French E. James French	25% 50% 5% 20%	Total Allocation	100%
981-1441-541-10-12 Public Works Department	Laborer I/II GasTax LBRGAS	001-1441-541-10-12 430-4334-534-10-12 107-1441-541-10-12	Public Works Sanitation Gas Tax	VACANT VACANT VACANT	25% 5% 70%	Total Allocation	100%
981-1441-541-10-12 Public Works Department	Laborer I/II GasTax LBRGAS	001-1441-541-10-12 430-4334-534-10-12 107-1441-541-10-12	Public Works Sanitation Gas Tax	Barron Hill Barron Hill Barron Hill	25% 5% 70%	Total Allocation	100%
980-1441-541-10-12 Public Works Department	CrewChief GasTax CFGAS	001-1441-541-10-12 107-1441-541-10-12	Public Works Gas Tax	Otis Green Otis Green	30% 70%	Total Allocation	100%
979-1441-541-10-12	Supervisor Distribution and Collections SUPDCL	401-4335-535-10-12 401-4336-536-10-12 441-1441-541-10-12	Sewer Water Stormwater	Robert Hughes Robert Hughes Robert Hughes	34% 33% 33%	Total Allocation	100%
992-1441-541-10-12 Streets Department	PW - MECHANIC MECHN	001-1441-541-10-12 430-4334-534-10-12 107-1441-541-10-12	Public Works Sanitation Gas Tax	Michael Johnson Michael Johnson Michael Johnson	25% 5% 70%	Total Allocation	100%
978-1441-541-10-12	Supervisor Parks & Maintenance SUPP&M	001-1441-541-10-12 001-1119-519-10-12	Public Works Non-Departmental	VACANT VACANT	60% 40%	Total Allocation	100%
977-4336-536-10-12	Backflow Prevention Specialist BCKFLW	401-4335-535-10-12 401-4336-536-10-12	Sewer Water	Louie Porter Louie Porter	50% 50%	Total Allocation	100%
976-4336-536-10-12	Utility Laborer & Meter Reader METRCK	401-4335-535-10-12 401-5336-536-10-12	Sewer Water	Andrew Taylor Andrew Taylor	50% 50%	Total Allocation	100%
991-1772-572-10-12	Street Supervisor STPSVR	001-1441-541-10-12 430-4334-534-10-12 107-1441-541-10-12	Public Works Sanitation Gas Tax	Paul Williams Paul Williams Paul Williams	25% 5% 70%	Total Allocation	100%
975-1113-513-10-12 alias Finance Department	Finance - Regular AP & Payroll Accountant ACPYCK	001-1113-513-10-12 401-4331-531-10-12 430-4334-534-10-12 441-1441-541-10-12	Finance Water & Sewer Administration Sanitation Stormwater Utilities	Lisa Dabbah Lisa Dabbah Lisa Dabbah Lisa Dabbah	45% 40% 5% 10%	Total Allocation	100%

974-1113-513-10-12	Finance	001-1113-513-10-12	Finance Department	Danielle Dyer-Tyler	40%		
	CFO	401-4331-531-10-12	Water & Sewer Administration	Danielle Dyer-Tyler	23%		
Finance Department	DIRFIN	430-4334-534-10-12	Sanitation	Danielle Dyer-Tyler	3%		
		441-1441-541-10-12	Stormwater Utilities	Danielle Dyer-Tyler	14%		
		500-1550-541-10-12	Mobility Management	Danielle Dyer-Tyler	20%	Total Allocation	100%
<hr/>							
988-1115-515-10-12	Community Development - Admin	001-1115-515-10-12	Department	Sam Brisolaro	30%		
	COMDEV, Admin, CODENF	401-4331-531-10-12	W&S Admin	Sam Brisolaro	70%	Total Allocation	100%
<hr/>							
995-4331-531-10-12	Finance	401-4331-531-10-12	Water & Sewer Administration	Eric Allen	66%		
alias	Meter Reader Regular	430-4334-534-10-12	Sanitation	Eric Allen	5%		
Finance Department	<i>METRCK</i>	441-1441-541-10-12	Stormwater Utilities	Eric Allen	29%	Total Allocation	100%

PROPOSED

CITY OF NEPTUNE BEACH

2022 – 2023

MAYOR AND COUNCIL

MISSION The City Council is the legislative branch of the City Government. It approves and promulgates the ordinances and resolutions and defines the policies to be carried out by the City Administration. The Council represents the City's interests before other legislative and regulatory bodies and can establish citizen advisory boards and committees to assist the Council in its duties.

STAFFING TABLE

Type of Employee	2022-2023	2021-2022	Change
Full Time Non Bargaining	<u>5</u>	<u>5</u>	<u>0</u>

MAJOR GOALS AND CHANGES

1. Establish an effective policy framework to insure efficient operations of the City of Neptune Beach to meet the needs of the residents and visitors of the City.

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
		FY 2021	FY 2020	FY 2019	FY 2018	FY2022	FY 2023
MAYOR & COUNCIL	PERSONNEL SERVICES						
001-1111-511-10-11	EXECUTIVE SALARIES	\$ 27,000.00	\$ 27,000.00	\$ 25,000.00	\$ 22,200.00	\$ 27,000.00	\$ 27,000.00
001-1111-511-10-21	FICA	\$ 1,799.55	\$ 1,674.00	\$ 1,550.00	\$ 1,376.00	\$ 1,500.00	\$ 1,900.00
001-1111-511-10-24	WORKER'S COMPENSATION	\$ 63.36	\$ 63.36	\$ 63.33	\$ 63.36	\$ 64.00	\$ 400.00
001-1111-511-10-25	MEDICARE	\$ 420.86	\$ 391.50	\$ 362.50	\$ 321.90	\$ 450.00	\$ 500.00
	Subgroup : [10] Personnel Services	\$ 29,283.77	\$ 29,128.86	\$ 26,975.83	\$ 23,961.26	\$ 29,014.00	\$ 29,800.00
MAYOR & COUNCIL	OPERATING						
001-1111-511-30-40	TRAVEL & PER DIEM	\$ 1,834.82	\$ 149.00	\$ 4,028.68	\$ 1,919.79	\$ 1,200.00	\$ 1,500.00
001-1111-511-30-41	COMMUNICATIONS SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,570.00
001-1111-511-30-45	INSURANCE	\$ 788.23	\$ 345.42	\$ 336.08	\$ 295.15	\$ 800.00	\$ 1,450.00
001-1111-511-30-48	PROMOTIONAL & ADVERTISING	\$ 1,396.79	\$ 2,452.50	\$ 2,071.01	\$ 85.23	\$ 3,000.00	\$ 3,000.00
001-1111-511-30-51	OFFICE SUPPLIES	\$ 953.26	\$ 275.00	\$ 1,715.61	\$ 2,272.11	\$ 600.00	\$ 1,000.00
001-1111-511-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,227.39	\$ 1,175.00	\$ 1,002.00	\$ 477.76	\$ 2,000.00	\$ 1,500.00
001-1111-511-30-55	EDUCATIONAL COURSES	\$ 1,100.00	\$ 285.00	\$ 2,437.00	\$ 1,501.00	\$ 1,200.00	\$ 1,200.00
	Subgroup : [30] Operating Expenditures	\$ 7,300.49	\$ 4,681.92	\$ 11,590.38	\$ 6,551.04	\$ 8,800.00	\$ 11,220.00
MAYOR & COUNCIL	CAPITAL OUTLAY						
001-1111-511-60-62	BUILDING IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1111-511-60-64	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subgroup : [60] CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL	\$ 36,584.26	\$ 33,810.78	\$ 38,566.21	\$ 30,512.30	\$ 37,814.00	\$ 41,020.00

CITY OF NEPTUNE BEACH

2022 - 2023

CITY MANAGER

MISSION The mission of the City Manager is to provide professional leadership and guidance in the execution of policies and programs established by the City Council. To administer and monitor the daily affairs of the City government, which includes: law enforcement, public works, water and sewer, sanitation, financial operations, human resources, community development, paid parking and related operations. Creates and implements new management techniques to facilitate the effective delivery of municipal services. Fosters the effective use of all City assets and a safe work environment for all employees. Recruits and maintains a skilled work force to handle the daily needs of the citizens to create a clean and safe environment that includes those amenities that produce a sense of pride, a sense of community and a high quality of life.

STAFFING TABLE

Type of Employee	2022-2023	2021-2022	Change
Full Time Non-Bargaining	<u>3</u>	<u>3</u>	<u>0</u>

MAJOR GOALS AND CHANGES

1. To implement new management techniques as necessary to ensure the effective operation of the various department of the City. Direct and assist in any special projects assigned by the City Council.

CAPITAL REQUESTS

1. None

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
		FY 2021	FY 2020	FY 2019	FY 2018	FY2022	FY 2023
CITY MANAGER	PERSONNEL SERVICES						
001-1112-512-10-12	REGULAR SALARIES	\$ 122,099.62	\$ 88,323.09	\$ 103,817.44	\$ 119,167.75	\$ 108,810.00	\$ 122,350.00
001-1112-512-10-14	OVERTIME	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1112-512-10-15	SPECIAL PAY	\$ 480.00	\$ 480.00	\$ 590.00	\$ 600.00	\$ 500.00	\$ 500.00
001-1112-512-10-16	PTO LIABILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,875.00
001-1112-512-10-21	FICA	\$ 6,514.39	\$ 4,961.39	\$ 6,071.73	\$ 7,028.99	\$ 6,800.00	\$ 7,750.00
001-1112-512-10-22	RETIREMENT CONTRIBUTIONS	\$ 7,794.05	\$ 3,365.12	\$ 13,923.11	\$ 15,585.52	\$ 8,000.00	\$ 8,500.00
001-1112-512-10-23	LIFE & HEALTH INSURANCE	\$ 19,045.53	\$ 17,908.77	\$ 22,687.13	\$ 22,744.44	\$ 25,000.00	\$ 27,500.00
001-1112-512-10-24	WORKER'S COMPENSATION	\$ 2,349.98	\$ 3,599.23	\$ 302.65	\$ 302.80	\$ 200.00	\$ 250.00
001-1112-512-10-25	MEDICARE	\$ 1,523.58	\$ 1,160.36	\$ 1,477.75	\$ 1,643.86	\$ 1,600.00	\$ 1,800.00
	Subgroup : [10] Personnel Services	\$ 159,807.15	\$ 119,797.96	\$ 148,869.81	\$ 167,073.36	\$ 150,910.00	\$ 176,525.00
CITY MANAGER	OPERATING						
001-1112-512-30-31	PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1112-512-30-34	OTHER CONTRACTUAL SERVICES	\$ -	\$ 45.00	\$ -	\$ 45.00	\$ 6,973.00	\$ 1,500.00
001-1112-512-30-40	TRAVEL & PER DIEM	\$ 2,612.10	\$ 10,834.59	\$ 380.47	\$ 4,143.01	\$ 3,200.00	\$ 4,000.00
001-1112-512-30-45	INSURANCE	\$ 586.39	\$ 492.20	\$ 459.30	\$ 403.41	\$ 5,200.00	\$ 7,575.00
001-1112-512-30-46	REPAIR & MAINTENANCE	\$ 4,151.51	\$ -	\$ -	\$ -	\$ 2,900.00	\$ 2,900.00
001-1112-512-30-48	PROMOTIONAL & ADVERTISING	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
001-1112-512-30-51	OFFICE SUPPLIES	\$ 6,245.98	\$ 5,697.58	\$ 2,422.13	\$ 2,390.90	\$ 5,000.00	\$ 5,000.00
001-1112-512-30-52	OPERATING SUPPLIES	\$ 73.41	\$ 2,690.51	\$ 1,458.00	\$ 1,300.68	\$ 1,875.00	\$ 2,800.00
001-1112-512-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 5,449.75	\$ 4,141.32	\$ 4,147.53	\$ 3,889.44	\$ 6,200.00	\$ 6,200.00
001-1112-512-30-55	EDUCATIONAL COURSES	\$ 8,006.65	\$ -	\$ 567.98	\$ 1,448.00	\$ 9,400.00	\$ 9,400.00
001-1112-512-30-57	VEHICLE REPAIR & MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
001-1112-512-30-58	GAS, OIL & LUBRICANTS	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
	Subgroup : [30] Operating Expenditures	\$ 27,125.79	\$ 23,901.20	\$ 9,435.41	\$ 13,620.44	\$ 45,248.00	\$ 43,875.00
CITY MANAGER	CAPITAL OUTLAY						
001-1112-512-60-62	BUILDING IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1112-512-60-64	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 6,500.00	\$ -
	Subgroup : [60] CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ 6,500.00	\$ -
	TOTAL	\$ 186,932.94	\$ 143,699.16	\$ 158,305.22	\$ 180,693.80	\$ 202,658.00	\$ 220,400.00

CITY OF NEPTUNE BEACH

2022 - 2023

FINANCE DEPARTMENT

MISSION To enhance and promote professional management of governmental resources, accomplished in part by identifying, developing and advancing fiscal strategies and practices for the public benefit, and by maximizing the return to the City on each dollar spent for equipment and services. The Finance Department coordinates, administers and invests the pooled financial resources of the City and provides accounting, billing, bookkeeping and cashiering services to all departments and divisions. To provide inventory management and to dispose of surplus materials and equipment no longer required by the City.

STAFFING TABLE

Type of Employee	2022-2023	2021-2022	Change
Full Time Bargaining	3	3	0
Full Time Non-Bargaining	<u>3</u>	<u>3</u>	<u>0</u>
Total	<u>6</u>	<u>6</u>	<u>0</u>

MAJOR GOALS AND CHANGES

1. To implement new management techniques as necessary to ensure the effective operation of the various department of the City. Direct and assist in any special projects assigned by the City Council.

CAPITAL REQUESTS

1. None

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
		FY 2021	FY 2020	FY 2019	FY 2018	FY2022	FY 2023
FINANCE	PERSONNEL SERVICES						
001-1113-513-10-12	REGULAR SALARIES	\$ 148,339.08	\$ 90,447.24	\$ 75,964.63	\$ 82,183.25	\$ 143,000.00	\$ 126,750.00
001-1113-513-10-14	OVERTIME	\$ 1,864.04	\$ 331.11	\$ 398.48	\$ 269.45	\$ 2,000.00	\$ 2,700.00
001-1113-513-10-15	SPECIAL PAY	\$ 270.00	\$ 630.00	\$ 562.50	\$ 269.45	\$ 300.00	\$ 600.00
001-1113-513-10-16	PTO LIABILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500.00
001-1113-513-10-21	FICA	\$ 8,368.17	\$ 4,630.77	\$ 4,679.46	\$ 5,042.95	\$ 9,000.00	\$ 9,000.00
001-1113-513-10-22	RETIREMENT CONTRIBUTIONS	\$ 7,817.35	\$ 5,784.73	\$ 4,235.69	\$ 5,097.04	\$ 9,950.00	\$ 9,100.00
001-1113-513-10-23	LIFE & HEALTH INSURANCE	\$ 19,145.81	\$ 6,663.93	\$ 6,072.75	\$ 7,283.90	\$ 15,000.00	\$ 19,750.00
001-1113-513-10-24	WORKER'S COMPENSATION	\$ 2,682.73	\$ 4,108.88	\$ 242.12	\$ 242.24	\$ 180.00	\$ 225.00
001-1113-513-10-25	MEDICARE	\$ 1,957.03	\$ 1,083.12	\$ 1,094.34	\$ 1,179.33	\$ 2,100.00	\$ 2,100.00
	Subgroup : [10] Personnel Services	\$ 190,444.21	\$ 113,679.78	\$ 93,249.97	\$ 101,567.61	\$ 181,530.00	\$ 177,725.00
FINANCE	OPERATING						
001-1113-513-30-32	ACCOUNTING & AUDIT	\$ 14,605.00	\$ 18,059.50	\$ 11,724.58	\$ 13,202.00	\$ 13,650.00	\$ 14,000.00
001-1113-513-30-34	OTHER CONTRACTUAL SERVICES	\$ 34,053.32	\$ 222.52	\$ 247.00	\$ 157.00	\$ 1,200.00	\$ 4,600.00
001-1113-513-30-40	TRAVEL & PER DIEM	\$ 533.25	\$ 427.14	\$ 2,104.22	\$ 1,205.59	\$ 1,200.00	\$ 5,500.00
001-1113-513-30-41	COMMUNICATION SERVICES	\$ 920.00	\$ 1,066.95	\$ 840.00	\$ 680.00	\$ 960.00	\$ 1,500.00
001-1113-513-30-42	POSTAGE (INC. FED EX)	\$ 43.52	\$ -	\$ 83.70	\$ 152.85	\$ 100.00	\$ 100.00
001-1113-513-30-45	INSURANCE	\$ 1,147.46	\$ 957.54	\$ 1,064.25	\$ 934.69	\$ 1,200.00	\$ 8,800.00
001-1113-513-30-46	REPAIR & MAINTENANCE	\$ 4,687.09	\$ 3,280.06	\$ 4,313.41	\$ 3,638.81	\$ 4,950.00	\$ 4,900.00
001-1113-513-30-47	PRINTING & BINDING	\$ -	\$ -	\$ -	\$ 508.69	\$ -	\$ 500.00
001-1113-513-30-51	OFFICE SUPPLIES	\$ 4,286.42	\$ 5,556.94	\$ 6,972.49	\$ 5,875.47	\$ 3,800.00	\$ 4,200.00
001-1113-513-30-52	OPERATING SUPPLIES	\$ 3,604.41	\$ 1,520.86	\$ 760.42	\$ 612.57	\$ 2,600.00	\$ 3,600.00
001-1113-513-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,463.29	\$ 1,244.87	\$ 557.99	\$ 335.56	\$ 2,475.00	\$ 3,000.00
001-1113-513-30-55	EDUCATIONAL COURSES	\$ 1,435.00	\$ 35.00	\$ 1,353.99	\$ 400.00	\$ 1,000.00	\$ 2,500.00
	Subgroup : [30] Operating Expenditures	\$ 66,778.76	\$ 32,371.38	\$ 30,022.05	\$ 27,703.23	\$ 33,135.00	\$ 53,200.00
FINANCE	CAPITAL OUTLAY						
001-1113-513-60-62	BUILDING IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1113-513-60-64	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 6,500.00	\$ 5,000.00
	Subgroup : [60] CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ 6,500.00	\$ 5,000.00
	TOTAL	\$ 257,222.97	\$ 146,051.16	\$ 123,272.02	\$ 129,270.84	\$ 221,165.00	\$ 235,925.00

CITY OF NEPTUNE BEACH

2022 - 2023

LEGAL COUNSEL

MISSION The Legal Counsel is responsible for providing effective legal counseling services to the City Council and City Staff. These services include providing legal advice on federal, state and local laws, drafting and review of legislation, defense of suits brought against the City, initiation of legal actions on behalf of the City, and prosecution of violations of City ordinances. Additionally, the City Legal Counsel defends the City's interest in mediations; provides legal advice in negotiation of contracts; and advises the Boards and Commissions of the City Council. In the latter part of fiscal year 2019 the City's Council voted and decided to contract Ansbacher Law firm as a City's Legal Counsel. Prior to this the position was filled with in-house Attorney.

STAFFING TABLE

Type of Employee	2022-2023	2021-2022	Change
Full Time Non-Bargaining	<u>0</u>	<u>0</u>	<u>0</u>

MAJOR GOALS AND CHANGES

1. Track and effectively manage suits and other legal matters.
2. Provide sound preventative legal advice to minimize litigation.

CAPITAL REQUESTS

1. None

CITY OF NEPTUNE BEACH

2022 - 2023

BUILDING/ZONING DEPARTMENT

MISSION To provide the City of Neptune Beach residents and contractors with courteous, friendly, and knowledgeable information. To review and process permits. To provide a thorough inspection process that assures the residents and business owners of a well-constructed structure. Maintain zoning regulations, process variance requests and commercial development applications.

STAFFING TABLE

Type of Employee	2022-2023	2021-2022	Change
Full Time Bargaining	2	1	1
Full Time Non-Bargaining	2	2	0
Part Time Non-Bargaining	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u><u>4</u></u>	<u><u>3</u></u>	<u><u>1</u></u>

MAJOR GOALS AND CHANGES

1. Continue public awareness of code of ordinances.
2. Continue professional training.
3. To help plan and meet the future needs of the City.
4. Code Enforcement Officer transferred into the Department.

CAPITAL REQUESTS

1. None

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
		FY 2021	FY 2020	FY 2019	FY 2018	FY2022	FY 2023
COMMUNITY DEV.	PERSONNEL SERVICES						
001-1115-515-10-12	REGULAR SALARIES	\$ 231,643.91	\$ 154,385.13	\$ 83,454.94	\$ 94,935.22	\$ 195,000.00	\$ 285,000.00
001-1115-515-10-14	OVERTIME	\$ -	\$ -	\$ 10.34	\$ 155.58	\$ 500.00	\$ -
001-1115-515-10-15	SPECIAL PAY	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,375.00	\$ 1,600.00	\$ 1,800.00
001-1115-515-10-16	PTO LIABILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,500.00
001-1115-515-10-21	FICA	\$ 12,904.24	\$ 10,325.81	\$ 5,122.08	\$ 5,859.23	\$ 12,300.00	\$ 18,000.00
001-1115-515-10-22	RETIREMENT CONTRIBUTIONS	\$ 7,812.49	\$ 7,539.10	\$ 6,730.44	\$ 5,342.16	\$ 7,300.00	\$ 22,000.00
001-1115-515-10-23	LIFE & HEALTH INSURANCE	\$ 20,864.53	\$ 27,323.78	\$ 961.26	\$ 2,218.68	\$ 23,700.00	\$ 40,750.00
001-1115-515-10-24	WORKER'S COMPENSATION	\$ 1,870.78	\$ 2,865.28	\$ 1,815.90	\$ 1,816.80	\$ 1,200.00	\$ 2,000.00
001-1115-515-10-25	MEDICARE	\$ 3,026.34	\$ 2,414.91	\$ 1,197.97	\$ 1,370.28	\$ 2,900.00	\$ 4,250.00
	Subgroup : [10] Personnel Services	\$ 279,622.29	\$ 206,354.01	\$ 100,792.93	\$ 113,072.95	\$ 244,500.00	\$ 384,300.00
COMMUNITY DEV.	OPERATING						
001-1115-515-30-31	PROFESSIONAL SERVICES	\$ 55,346.74	\$ 251,770.08	\$ -	\$ -	\$ 126,557.00	\$ 85,000.00
001-1115-515-30-34	OTHER CONTRACTUAL SERVICES	\$ 79,703.73	\$ 76,551.98	\$ 89,306.00	\$ 78,293.00	\$ 75,000.00	\$ 10,000.00
001-1115-515-30-40	TRAVEL & PER DIEM	\$ 1,653.57	\$ -	\$ 249.19	\$ -	\$ 5,500.00	\$ 5,000.00
001-1115-515-30-41	COMMUNICATIONS SERVICES	\$ 889.36	\$ 480.00	\$ 400.00	\$ -	\$ 480.00	\$ 2,000.00
001-1115-515-30-45	INSURANCE	\$ 3,535.39	\$ 2,953.24	\$ 3,192.75	\$ 2,754.86	\$ 4,000.00	\$ 18,750.00
001-1115-515-30-46	REPAIR & MAINTENANCE	\$ 13,827.53	\$ 7,852.65	\$ 10,342.99	\$ 8,815.34	\$ 6,150.00	\$ 2,000.00
001-1115-515-30-47	PRINTING & BINDING	\$ 497.00	\$ -	\$ -	\$ -	\$ -	\$ 500.00
001-1115-515-30-48	PROMOTIONAL & ADVERTISING	\$ 547.76	\$ -	\$ -	\$ -	\$ 2,500.00	\$ 1,500.00
001-1115-515-30-51	OFFICE SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400.00
001-1115-515-30-52	OPERATING SUPPLIES	\$ 6,125.84	\$ 6,788.30	\$ 3,260.91	\$ 3,670.82	\$ 3,800.00	\$ 3,600.00
001-1115-515-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 3,317.25	\$ 475.00	\$ -	\$ -	\$ 18,000.00	\$ 12,000.00
001-1115-515-30-55	EDUCATIONAL COURSES	\$ 3,609.93	\$ 150.00	\$ -	\$ -	\$ 6,000.00	\$ 3,000.00
001-1115-515-30-57	VEHICLE REPAIR & MAINTENANCE	\$ -	\$ -	\$ 470.96	\$ -	\$ -	\$ 1,500.00
001-1115-515-30-58	GAS, OIL & LUBRICANTS	\$ -	\$ 73.46	\$ 334.33	\$ 212.48	\$ -	\$ 2,500.00
	Subgroup : [30] Operating Expenditures	\$ 169,054.10	\$ 347,094.71	\$ 107,557.13	\$ 93,746.50	\$ 247,987.00	\$ 148,750.00
COMMUNITY DEV.	CAPITAL OUTLAY						
001-1115-515-60-62	BUILDING IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1115-515-60-64	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 2,000.00
001-1115-515-80-84	MUNICIPAL BOARDS	\$ 106.99	\$ 240.00	\$ -	\$ 209.08	\$ 200.00	\$ -
	Subgroup : [60] CAPITAL OUTLAY	\$ 106.99	\$ 240.00	\$ -	\$ 209.08	\$ 20,200.00	\$ 2,000.00
	TOTAL	\$ 448,783.38	\$ 553,688.72	\$ 208,350.06	\$ 207,028.53	\$ 512,687.00	\$ 535,050.00

CITY OF NEPTUNE BEACH

2022 - 2023

CITY CLERK

MISSION The mission of the City Clerk is to record and maintain orderly and accessible records of all City Council meetings, discussions and other communications. Additionally, the City Clerk transcribes and maintains the records of all advisory commission activities as directed by the City Council. The City Clerk acts as the repository to preserve all official municipal documents in an efficient and dependable manner. All contracts with value in excess of \$10,000 are maintained in the Clerk's files. Further, the City Clerk is the Supervisor of Elections for all City Referenda and Elections.

STAFFING TABLE

Type of Employee	2022-2023	2021-2022	Change
Full Time Non Bargaining	<u>2</u>	<u>1</u>	<u>1</u>
Total	<u><u>2</u></u>	<u><u>1</u></u>	<u><u>1</u></u>

MAJOR GOALS AND CHANGES

1. Maintain an open-record system to provide timely information regarding the City operations to the citizens of the Neptune Beach, the media, and other interested persons.
2. Hire a full-time Human Resources Coordinator.

CAPITAL REQUESTS

1. None

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
		FY 2021	FY 2020	FY 2019	FY 2018	FY2022	FY 2023
CITY CLERK	PERSONNEL SERVICES						
001-1117-517-10-12	REGULAR SALARIES	\$ 87,753.40	\$ 77,526.28	\$ 67,313.99	\$ 54,622.86	\$ 78,000.00	\$ 140,000.00
001-1117-517-10-14	OVERTIME	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1117-517-10-15	SPECIAL PAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300.00
001-1117-517-10-16	PTO LIABILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,850.00
001-1117-517-10-21	FICA	\$ 5,133.41	\$ 4,518.83	\$ 3,883.49	\$ 3,074.25	\$ 4,800.00	\$ 8,700.00
001-1117-517-10-22	RETIREMENT CONTRIBUTIONS	\$ 5,888.63	\$ 5,379.20	\$ 4,675.44	\$ 3,049.52	\$ 5,500.00	\$ 10,250.00
001-1117-517-10-23	LIFE & HEALTH INSURANCE	\$ 9,513.78	\$ 14,271.92	\$ 14,111.52	\$ 13,929.14	\$ 9,500.00	\$ 25,000.00
001-1117-517-10-24	WORKER'S COMPENSATION	\$ 947.05	\$ 1,450.51	\$ 214.19	\$ 214.30	\$ 150.00	\$ 250.00
001-1117-517-10-25	MEDICARE	\$ 1,200.56	\$ 1,056.82	\$ 908.24	\$ 718.98	\$ 1,150.00	\$ 2,100.00
	Subgroup : [10] Personnel Services	\$ 110,436.83	\$ 104,203.56	\$ 91,106.87	\$ 75,609.05	\$ 99,100.00	\$ 189,450.00
CITY CLERK	OPERATING						
001-1117-517-30-34	OTHER CONTRACTUAL SERVICES	\$ 4,837.35	\$ 1,227.34	\$ 1,257.35	\$ 1,266.05	\$ 3,000.00	\$ 5,500.00
001-1117-517-30-40	TRAVEL & PER DIEM	\$ 1,048.44	\$ -	\$ 736.79	\$ 1,974.62	\$ 2,000.00	\$ 3,000.00
001-1117-517-30-41	COMMUNICATIONS SERVICES	\$ 688.99	\$ 595.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 1,200.00
001-1117-517-30-45	INSURANCE	\$ 940.20	\$ 782.92	\$ 761.78	\$ 669.03	\$ 1,000.00	\$ 4,400.00
001-1117-517-30-46	REPAIR & MAINTENANCE	\$ 1,701.28	\$ 160.00	\$ -	\$ -	\$ 1,750.00	\$ 1,000.00
001-1117-517-30-47	PRINTING & BINDING	\$ 2,705.43	\$ 1,320.34	\$ 2,408.00	\$ 5,880.00	\$ 3,000.00	\$ 4,500.00
001-1117-517-30-48	PROMOTIONAL & ADVERTISING	\$ 4,480.12	\$ 4,378.10	\$ 2,974.81	\$ 2,858.81	\$ 4,750.00	\$ 2,250.00
001-1117-517-30-51	OFFICE SUPPLIES	\$ 509.72	\$ 339.22	\$ 540.16	\$ 2,448.72	\$ 600.00	\$ 750.00
001-1117-517-30-52	OPERATING SUPPLIES	\$ -	\$ -	\$ 121.50	\$ 19.13	\$ -	\$ -
001-1117-517-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 2,931.42	\$ 2,878.46	\$ 3,031.83	\$ 2,283.39	\$ 2,600.00	\$ 4,500.00
001-1117-517-30-55	EDUCATIONAL COURSES	\$ 1,970.42	\$ -	\$ 1,357.99	\$ 925.00	\$ 2,000.00	\$ 2,000.00
	Subgroup : [30] Operating Expenditures	\$ 21,813.37	\$ 11,681.38	\$ 13,670.21	\$ 18,804.75	\$ 21,180.00	\$ 29,100.00
CITY CLERK	CAPITAL OUTLAY						
001-1117-517-60-62	BUILDING IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1117-517-60-64	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500.00
	Subgroup : [60] CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500.00
	TOTAL	\$ 132,250.20	\$ 115,884.94	\$ 104,777.08	\$ 94,413.80	\$ 120,280.00	\$ 225,050.00

CITY OF NEPTUNE BEACH

2022 - 2023

NON-DEPARTMENTAL

MISSION Non-departmental accounts are used for expenses that are associated with the general operation of City Government, the City Hall Building, and budget for the information technology needs of all departments within the City, and are not specifically allocable to any other department.

MAJOR GOALS AND CHANGES

1. Includes a portion of the salary for a new Laborer I position within the Parks and Streets Division of Public Works.
2. Hire a full-time Human Resources Coordinator.

CAPITAL REQUESTS

1. City Hall Roof Replacement
2. New Computer Technology in Various Departments within the City.

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
		FY 2021	FY 2020	FY 2019	FY 2018	FY2022	FY 2023
NON-DEPARTMENTAL PERSONNEL SERVICES							
001-1119-519-10-12	REGULAR SALARIES	\$ 9,450.95	\$ 8,028.61	\$ 7,608.68	\$ 9,509.44	\$ 40,920.00	\$ 72,000.00
001-1119-519-10-14	OVERTIME	\$ 2,520.37	\$ 1,054.67	\$ 27.14	\$ 353.79	\$ 2,500.00	\$ 6,500.00
001-1119-519-10-15	SPECIAL PAY	\$ 75.00	\$ 75.00	\$ -	\$ 200.00	\$ 380.00	\$ 300.00
001-1119-519-10-16	PTO LIABILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,940.00
001-1119-519-10-21	FICA	\$ 1,869.87	\$ 1,192.08	\$ 448.36	\$ 612.95	\$ 2,715.00	\$ 4,900.00
001-1119-519-10-22	RETIREMENT CONTRIBUTIONS	\$ 808.89	\$ 622.88	\$ 530.13	\$ 661.61	\$ 3,760.00	\$ 5,500.00
001-1119-519-10-23	LIFE & HEALTH INSURANCE	\$ 2,145.94	\$ 2,378.69	\$ 2,387.84	\$ 2,293.89	\$ 6,800.00	\$ 12,750.00
001-1119-519-10-24	WORKER'S COMPENSATION	\$ -	\$ -	\$ 311.97	\$ 312.10	\$ 2,270.00	\$ 2,500.00
001-1119-519-10-25	MEDICARE	\$ 437.31	\$ 278.78	\$ 104.95	\$ 143.41	\$ 640.00	\$ 1,200.00
	Subgroup : [10] Personnel Services	\$ 17,308.33	\$ 13,630.71	\$ 11,419.07	\$ 14,087.19	\$ 59,985.00	\$ 110,590.00
NON-DEPARTMENTAL OPERATING							
001-1119-519-30-34	OTHER CONTRACTUAL SERVICES	\$ 16,439.18	\$ 13,686.00	\$ 22,223.93	\$ 16,012.06	\$ 96,000.00	\$ 119,718.00
001-1119-519-30-41	COMMUNICATIONS SERVICES	\$ 26,537.20	\$ 41,831.02	\$ 43,611.55	\$ 27,174.40	\$ 30,000.00	\$ 55,000.00
001-1119-519-30-43	UTILITY SERVICES	\$ 15,507.50	\$ 13,381.88	\$ 9,903.18	\$ 12,169.24	\$ 13,500.00	\$ 25,000.00
001-1119-519-30-45	INSURANCE	\$ 39,607.64	\$ 33,101.58	\$ 38,649.05	\$ 34,308.31	\$ 42,000.00	\$ 32,000.00
001-1119-519-30-46	REPAIR & MAINTENANCE	\$ 9,335.68	\$ 15,833.33	\$ 28,579.51	\$ 31,266.61	\$ 40,000.00	\$ 50,000.00
001-1119-519-30-48	PROMOTIONAL & ADVERTISING	\$ 2,269.90	\$ 1,118.72	\$ 1,850.00	\$ 2,061.38	\$ 2,200.00	\$ 2,500.00
001-1119-519-30-51	OFFICE SUPPLIES	\$ 12,674.80	\$ 26,203.71	\$ 20,711.83	\$ 38,556.66	\$ 13,200.00	\$ 15,000.00
001-1119-519-30-52	OPERATING SUPPLIES	\$ 1,912.40	\$ 355.08	\$ -	\$ -	\$ 500.00	\$ 500.00
001-1119-519-30-58	GAS, OIL & LUBRICANTS	\$ 1,096.14	\$ 445.81	\$ -	\$ -	\$ 830.00	\$ 2,200.00
001-1119-519-30-59	UNIFORMS	\$ -	\$ 949.12	\$ 13.20	\$ 3,220.22	\$ 100.00	\$ 300.00
001-1119-519-30-90	MISCELLANEOUS EXPENDITURES	\$ 2,303.66	\$ 3,261.20	\$ 2,199.63	\$ 560.95	\$ 800.00	\$ 1,200.00
	Subgroup : [30] Operating Expenditures	\$ 127,684.10	\$ 150,167.45	\$ 167,741.88	\$ 165,329.83	\$ 239,130.00	\$ 303,418.00
NON-DEPARTMENTAL CAPITAL OUTLAY							
001-1119-519-60-62	BUILDING IMPROVEMENTS	\$ -	\$ 22,747.55	\$ 1,868.37	\$ -	\$ 45,000.00	\$ 175,000.00
001-1119-519-60-64	MACHINERY & EQUIPMENT	\$ -	\$ 10,521.12	\$ 25,092.28	\$ 5,512.50	\$ -	\$ 15,000.00
	Subgroup : [60] CAPITAL OUTLAY	\$ -	\$ 33,268.67	\$ 26,960.65	\$ 5,512.50	\$ 45,000.00	\$ 190,000.00
	TOTAL	\$ 144,992.43	\$ 197,066.83	\$ 206,121.60	\$ 184,929.52	\$ 344,115.00	\$ 604,008.00

CITY OF NEPTUNE BEACH

2022 - 2023

POLICE

MISSION The mission of the Neptune Beach Police Department is to actively engage in the provision of police services to the public. The combined efforts of Patrol, Communications, Administration, Detectives, and School Crossing Guards provides patrol of the city streets, crime deterrence and prevention, criminal investigations, traffic investigations and enforcement, narcotic investigations, neighborhood watch programs, record keeping, and response to emergency and non-emergency calls for service by the citizens.

STAFFING TABLE

Type of Employee	2022-2023	2021-2022	Change
Full Time Non-Bargaining	5	5	0
Full Time Bargaining*	25	24	1
Part Time **	6	5	1
Total	<u>36</u>	<u>34</u>	<u>2</u>

* Includes sworn officers, dispatchers, records clerk and code enforcement officer

** School Crossing Guards and part time Police Service Officer

MAJOR GOALS AND CHANGES

1. Continue to upgrade computer and communication capabilities.
2. Rolled Animal Control Division into the Police Department Budget and reclassified Animal Control Officer as a 'Services Division Officer'.
3. Continue to develop and maintain quality-training programs.

CAPITAL REQUESTS

1. Building Improvements \$5,000.
2. Two new fully outfitted police vehicles for \$112,310.
3. Refresh of outdated equipment and firearms for \$35,653

~~CITY OF NEPTUNE BEACH~~

~~2022-2023~~

~~ANIMAL CONTROL DIVISION~~

~~**MISSION** To provide the City of Neptune Beach residents with courteous, friendly animal control coverage.~~

~~STAFFING TABLE~~

Type of Employee	2022-2023	2021-2022	Change
Full Time Bargaining	1	1	0
Part Time	0	0	0
	1	1	0

~~MAJOR GOALS AND CHANGES~~

- ~~1. Continue public awareness of code of ordinances relating to animals.~~
- ~~2. Continue professional training.~~

~~CAPITAL REQUESTS~~

- ~~1. None~~

ACCOUNT	DESCRIPTION	ACTUAL FY 2021	ACTUAL FY 2020	ACTUAL FY 2019	ACTUAL FY 2018	BUDGET FY2022	PROPOSED BUDGET FY 2023
POLICE	PERSONNEL SERVICES						
001-1221-521-10-12	REGULAR SALARIES	\$ 1,877,570.95	\$ 1,784,868.45	\$ 1,789,438.61	\$ 1,618,637.36	\$ 1,950,000.00	\$ 2,125,500.00
001-1221-521-10-14	OVERTIME	\$ 463,459.51	\$ 285,813.38	\$ 209,378.17	\$ 206,692.25	\$ 295,000.00	\$ 195,000.00
001-1221-521-10-15	SPECIAL PAY	\$ 30,130.00	\$ 27,985.00	\$ 29,695.00	\$ 31,260.00	\$ 75,000.00	\$ 45,000.00
001-1221-521-10-16	PTO LIABILITY	\$ 222,000.00	\$ -	\$ -	\$ -	\$ 237,370.00	\$ 166,500.00
001-1221-521-10-21	FICA	\$ 140,539.32	\$ 128,937.96	\$ 123,155.98	\$ 110,074.12	\$ 148,000.00	\$ 146,000.00
001-1221-521-10-22	RETIREMENT CONTRIBUTIONS	\$ 576,067.14	\$ 525,918.63	\$ 456,796.01	\$ 426,265.72	\$ 310,000.00	\$ 390,000.00
001-1221-521-10-23	LIFE & HEALTH INSURANCE	\$ 266,325.85	\$ 292,977.82	\$ 319,562.79	\$ 316,806.74	\$ 320,000.00	\$ 335,000.00
001-1221-521-10-24	WORKER'S COMPENSATION	\$ 18,076.07	\$ 27,685.38	\$ 32,127.20	\$ 32,143.28	\$ 60,000.00	\$ 72,250.00
001-1221-521-10-25	MEDICARE	\$ 32,868.23	\$ 30,154.94	\$ 28,802.70	\$ 25,743.29	\$ 35,000.00	\$ 35,000.00
	Subgroup : [10] Personnel Services	\$ 3,627,037.07	\$ 3,104,341.56	\$ 2,988,956.46	\$ 2,767,622.76	\$ 3,430,370.00	\$ 3,510,250.00
POLICE	OPERATING						
001-1221-521-30-31	PROFESSIONAL SERVICES	\$ 1,745.00	\$ 2,995.00	\$ 770.00	\$ 1,530.00	\$ 1,500.00	\$ 1,500.00
001-1221-521-30-34	OTHER CONTRACTUAL SERVICES	\$ 15,446.65	\$ 21,999.00	\$ 15,591.72	\$ 28,781.24	\$ 24,890.00	\$ 37,550.00
001-1221-521-30-35	INVESTIGATIONS	\$ 1,009.75	\$ 79.00	\$ 72.81	\$ 1,385.29	\$ 1,200.00	\$ 1,200.00
001-1221-521-30-40	TRAVEL & PER DIEM	\$ 3,723.64	\$ 2,166.14	\$ 9,130.38	\$ 7,192.46	\$ 4,000.00	\$ 5,500.00
001-1221-521-30-41	COMMUNICATIONS SERVICES	\$ 106,192.89	\$ 125,891.92	\$ 96,774.89	\$ 74,930.65	\$ 90,000.00	\$ 80,480.00
001-1221-521-30-43	UTILITY SERVICES	\$ 402.66	\$ 288.09	\$ 147.31	\$ 246.90	\$ 300.00	\$ 300.00
001-1221-521-30-45	INSURANCE	\$ 63,030.66	\$ 52,791.16	\$ 59,898.78	\$ 51,653.73	\$ 65,000.00	\$ 129,400.00
001-1221-521-30-46	REPAIR & MAINTENANCE	\$ 59,132.42	\$ 16,272.55	\$ 7,028.23	\$ 13,896.12	\$ 39,000.00	\$ 40,850.00
001-1221-521-30-48	PROMOTIONAL & ADVERTISING	\$ 2,644.11	\$ 3,965.00	\$ 3,362.91	\$ 2,459.29	\$ 3,000.00	\$ 3,000.00
001-1222-522-30-49	OTHER CURRENT CHARGES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1221-521-30-51	OFFICE SUPPLIES	\$ 8,670.19	\$ 9,173.88	\$ 19,980.70	\$ 12,577.09	\$ 10,000.00	\$ 10,000.00
001-1221-521-30-52	OPERATING SUPPLIES	\$ 37,298.68	\$ 20,056.30	\$ 27,572.28	\$ 21,384.93	\$ 39,725.00	\$ 39,000.00
001-1221-521-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,016.09	\$ 905.37	\$ 1,895.00	\$ 2,274.54	\$ 17,200.00	\$ 20,200.00
001-1221-521-30-55	EDUCATIONAL COURSES	\$ 9,782.00	\$ 7,375.00	\$ 5,118.74	\$ 9,357.53	\$ 10,000.00	\$ 14,500.00
001-1221-521-30-56	RADIO REPAIR & MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1221-521-30-57	VEHICLE REPAIR & MAINTENANCE	\$ 57,973.45	\$ 53,466.35	\$ 41,104.91	\$ 38,646.49	\$ 27,500.00	\$ 35,000.00
001-1221-521-30-58	GAS, OIL & LUBRICANTS	\$ 56,572.78	\$ 46,751.76	\$ 52,117.37	\$ 59,049.14	\$ 42,000.00	\$ 75,500.00
001-1221-521-30-59	UNIFORMS	\$ 27,396.40	\$ 30,245.45	\$ 19,912.00	\$ 18,806.31	\$ 37,800.00	\$ 30,800.00
001-1221-521-30-90	MISCELLANEOUS EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1221-521-80-17	JAG C GRANT	\$ 42,552.11	\$ 53,969.18	\$ 63,488.12	\$ 24,751.14	\$ 20,364.67	\$ 35,000.00
	Subgroup : [30] Operating Expenditures	\$ 494,589.48	\$ 448,391.15	\$ 423,966.15	\$ 368,922.85	\$ 433,479.67	\$ 559,780.00
POLICE	CAPITAL OUTLAY						
001-1221-521-60-62	BUILDING IMPROVEMENTS	\$ -	\$ 18,373.67	\$ 642.87	\$ 17,880.56	\$ -	\$ 5,000.00
001-1221-521-60-64	MACHINERY & EQUIPMENT	\$ 320,691.59	\$ 133,011.25	\$ 21,901.46	\$ -	\$ 153,047.96	\$ 131,113.00
	Subgroup : [60] CAPITAL OUTLAY	\$ 320,691.59	\$ 151,384.92	\$ 22,544.33	\$ 17,880.56	\$ 153,047.96	\$ 136,113.00
	TOTAL	\$ 4,442,318.14	\$ 3,704,117.63	\$ 3,435,466.94	\$ 3,154,426.17	\$ 4,016,897.63	\$ 4,206,143.00

CITY OF NEPTUNE BEACH

2022 - 2023

OCEAN RESCUE / BEACH CLEANUP

MISSION This mission of this division is to provide beach cleanup and trash removal on beaches within the City limits and to provide lifeguard services during the summer season.

STAFFING TABLE

Type of Employee	2022-2023	2021-2022	Change
Full Time Bargaining	3	2	1
Seasonal	<u>24</u>	<u>24</u>	<u>0</u>
Total	<u><u>27</u></u>	<u><u>26</u></u>	<u><u>1</u></u>

MAJOR GOALS AND CHANGES

1. Continue implementation of existing programs to improve City beaches.
2. Provide rescue response to emergency and non-emergency calls by beachgoers.
3. Budget for a portion of new Laborer I position from Public Works.
4. To meet Minimum Wage Deadline of \$15/hour by 2026, increased minimum Lifeguard wage to \$14.50/hour.

CAPITAL REQUESTS

1. None

ACCOUNT	DESCRIPTION	ACTUAL FY 2021	ACTUAL FY 2020	ACTUAL FY 2019	ACTUAL FY 2018	BUDGET FY2022	PROPOSED BUDGET FY 2023
OCEAN RESCUE/ BEACH CLEANUP PERSONNEL SERVICES							
001-1775-575-10-12	REGULAR SALARIES	\$ 206,738.45	\$ 213,344.93	\$ 205,134.09	\$ 203,687.21	\$ 210,000.00	\$ 230,450.00
001-1775-575-10-14	OVERTIME	\$ 7,561.03	\$ 3,163.91	\$ 339.89	\$ 1,061.37	\$ 8,000.00	\$ 9,750.00
001-1775-575-10-15	SPECIAL PAY	\$ 225.00	\$ 225.00	\$ -	\$ 600.00	\$ 13,400.00	\$ 125.00
001-1775-575-10-21	FICA	\$ 13,206.65	\$ 13,257.48	\$ 12,680.20	\$ 12,630.50	\$ -	\$ 15,000.00
001-1775-575-10-22	RETIREMENT CONTRIBUTIONS	\$ 2,221.22	\$ 1,868.49	\$ 1,590.13	\$ 1,984.82	\$ -	\$ 1,000.00
001-1775-575-10-23	LIFE & HEALTH INSURANCE	\$ 6,437.83	\$ 7,135.58	\$ 7,163.00	\$ 6,881.34	\$ -	\$ 2,750.00
001-1775-575-10-24	WORKER'S COMPENSATION	\$ 296.02	\$ 453.38	\$ 6,728.08	\$ 6,731.44	\$ 8,600.00	\$ 9,750.00
001-1775-575-10-25	MEDICARE	\$ 3,088.67	\$ 3,100.56	\$ 2,965.43	\$ 2,953.84	\$ 3,200.00	\$ 3,500.00
	Subgroup : [10] Personnel Services	\$ 239,774.87	\$ 242,549.33	\$ 236,600.82	\$ 236,530.52	\$ 243,200.00	\$ 272,325.00
OCEAN RESCUE/ BEACH CLEANUP OPERATING SUPPLIES							
001-1775-575-30-34	OTHER CONTRACTUAL SERVICES	\$ 270.00	\$ 1,500.00	\$ 1,385.00	\$ 1,180.00	\$ 500.00	\$ 1,000.00
001-1775-575-30-41	COMMUNICATIONS SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
001-1775-575-30-43	UTILITY SERVICES	\$ 204.61	\$ 157.70	\$ 130.91	\$ 145.20	\$ 160.00	\$ 500.00
001-1775-575-30-45	INSURANCE	\$ 3,386.73	\$ 2,830.44	\$ 3,719.25	\$ 2,902.45	\$ 3,500.00	\$ 9,600.00
001-1775-575-30-46	REPAIR & MAINTENANCE	\$ 4,060.77	\$ 405.20	\$ 927.43	\$ 434.37	\$ 2,500.00	\$ 2,500.00
001-1775-575-30-48	PROMOTIONAL & ADVERTISING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1775-575-30-49	OTHER CURRENT CHARGES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1775-575-30-51	OFFICE SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
001-1775-575-30-52	OPERATING SUPPLIES	\$ 5,174.97	\$ 2,929.22	\$ 3,178.91	\$ 3,438.74	\$ 3,000.00	\$ 3,500.00
001-1775-575-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1775-575-30-55	EDUCATIONAL COURSES	\$ -	\$ -	\$ 1,859.60	\$ -	\$ 600.00	\$ 600.00
001-1775-575-30-56	RADIO REPAIR & MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1775-575-30-57	VEHICLE REPAIR & MAINTENANCE	\$ -	\$ 7,640.10	\$ 1,298.83	\$ 842.42	\$ 500.00	\$ 500.00
001-1775-575-30-58	GAS, OIL & LUBRICANTS	\$ 1,065.67	\$ 1,036.96	\$ 1,673.57	\$ 1,034.25	\$ 1,000.00	\$ 1,500.00
001-1775-575-30-59	UNIFORMS	\$ 2,149.07	\$ 1,790.60	\$ 2,901.59	\$ 2,496.03	\$ 1,500.00	\$ 3,200.00
001-1775-575-30-90	MISCELLANEOUS EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subgroup : [30] Operating Expenditures	\$ 16,311.82	\$ 18,290.22	\$ 17,075.09	\$ 12,473.46	\$ 13,260.00	\$ 24,900.00
OCEAN RESCUE/ BEACH CLEANUP CAPITAL OUTLAY							
001-1775-575-60-62	BUILDING IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-1775-575-60-64	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subgroup : [60] CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL	\$ 256,086.69	\$ 260,839.55	\$ 253,675.91	\$ 249,003.98	\$ 256,460.00	\$ 297,225.00

CITY OF NEPTUNE BEACH

2022 - 2023

PUBLIC WORKS DEPARTMENT

MISSION The department's mission is to build, maintain, improve and regulate all public rights-of-way, which include roadways, drainage, curbs and walkways. Also, to improve the landscaping of public parks, including their adjacent rights-of-way and their associated irrigation systems. To install and maintain traffic control related items such as signs, markings and stripings.

STAFFING TABLE

Type of Employee	2022-2023	2021-2022	Change
Full Time Bargaining	8	7	1
Full Time Non Bargaining	4	2	2
Part Time	<u>1</u>	<u>1</u>	<u>0</u>
Total	<u>13</u>	<u>10</u>	<u>3</u>

MAJOR GOALS AND CHANGES

1. Design, and plan numerous improvements to the infrastructure of the City.
2. Hire a new Laborer I to assist in Streets and Parks.
3. Hire a Project Manager and a Project Engineer to assist with upcoming projects.

CAPITAL REQUESTS

1. Purchase new water trailer to assist in watering trees throughout the City.
2. Budgeted \$10,000 for Tree Trimming.
3. Budgeted \$10,000 for Traffic Calming and M.O.T. Studies.

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
		FY 2021	FY 2020	FY 2019	FY 2018	FY2022	FY 2023
PUBLIC WORKS	PERSONNEL SERVICES						
001-1441-541-10-12	REGULAR SALARIES	\$ 243,378.46	\$ 286,026.47	\$ 239,778.98	\$ 223,681.99	\$ 162,000.00	\$ 215,000.00
001-1441-541-10-14	OVERTIME	\$ 4,236.42	\$ 3,832.58	\$ 3,499.21	\$ 5,501.07	\$ 5,000.00	\$ 8,500.00
001-1441-541-10-15	SPECIAL PAY	\$ 2,293.75	\$ 4,218.75	\$ 3,647.50	\$ 3,500.00	\$ 2,500.00	\$ 2,500.00
001-1441-541-10-16	PTO LIABILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,021.00
001-1441-541-10-21	FICA	\$ 13,599.05	\$ 17,413.30	\$ 15,310.02	\$ 13,908.05	\$ 10,200.00	\$ 14,500.00
001-1441-541-10-22	RETIREMENT CONTRIBUTIONS	\$ 15,979.85	\$ 22,292.26	\$ 19,752.79	\$ 16,399.88	\$ 8,900.00	\$ 16,000.00
001-1441-541-10-23	LIFE & HEALTH INSURANCE	\$ 19,352.82	\$ 50,069.22	\$ 40,192.81	\$ 35,674.75	\$ 26,000.00	\$ 34,500.00
001-1441-541-10-24	WORKER'S COMPENSATION	\$ 3,751.19	\$ 5,745.34	\$ 4,795.80	\$ 4,798.20	\$ 8,200.00	\$ 9,900.00
001-1441-541-10-25	MEDICARE	\$ 3,180.61	\$ 4,072.66	\$ 3,577.23	\$ 3,268.69	\$ 2,400.00	\$ 3,500.00
	Subgroup : [10] Personnel Services	\$ 305,772.15	\$ 393,670.58	\$ 330,554.34	\$ 306,732.63	\$ 225,200.00	\$ 330,421.00
PUBLIC WORKS	OPERATING						
001-1441-541-30-31	PROFESSIONAL SERVICES	\$ 5,412.99	\$ 5,318.19	\$ 5,292.02	\$ 5,842.81	\$ 5,000.00	\$ 15,000.00
001-1441-541-30-34	OTHER CONTRACTUAL SERVICES	\$ 15,695.08	\$ 15,988.21	\$ 28,360.39	\$ 13,631.14	\$ 17,000.00	\$ 25,000.00
001-1441-541-30-40	TRAVEL & PER DIEM	\$ 1,611.83	\$ 559.98	\$ 769.68	\$ 162.40	\$ 2,000.00	\$ 2,500.00
001-1441-541-30-41	COMMUNICATIONS SERVICES	\$ 5,412.99	\$ 5,318.19	\$ 5,292.02	\$ 5,842.81	\$ 5,000.00	\$ 5,500.00
001-1441-541-30-43	UTILITY SERVICES	\$ 127,750.09	\$ 116,792.90	\$ 101,824.30	\$ 113,156.23	\$ 120,000.00	\$ 75,000.00
001-1441-541-30-44	RENTALS & LEASES	\$ 1,759.74	\$ 2,839.02	\$ 5,467.76	\$ 10,936.75	\$ -	\$ 31,000.00
001-1441-541-30-45	INSURANCE	\$ 17,301.07	\$ 14,459.16	\$ 15,347.60	\$ 13,479.17	\$ 18,000.00	\$ 22,500.00
001-1441-541-30-46	REPAIR & MAINTENANCE	\$ 19,116.90	\$ 58,553.43	\$ 42,141.94	\$ 44,051.74	\$ 41,500.00	\$ 43,000.00
001-1441-541-30-48	PROMOTIONAL & ADVERTISING	\$ 708.16	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
001-1441-541-30-51	OFFICE SUPPLIES	\$ 992.21	\$ 2,977.77	\$ 1,467.87	\$ 1,494.94	\$ 1,125.00	\$ 1,200.00
001-1441-541-30-52	OPERATING SUPPLIES	\$ 25,203.05	\$ 22,829.79	\$ 37,705.19	\$ 51,800.35	\$ 29,000.00	\$ 29,000.00
001-1441-541-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,141.08	\$ 220.67	\$ 225.00	\$ 1,328.60	\$ 17,200.00	\$ 17,600.00
001-1441-541-30-55	EDUCATIONAL COURSES	\$ -	\$ 1,619.95	\$ 98.01	\$ 803.88	\$ 6,000.00	\$ 6,000.00
001-1441-541-30-57	VEHICLE REPAIR & MAINTENANCE	\$ 9,030.12	\$ 27,921.84	\$ 21,857.26	\$ 17,953.41	\$ 27,500.00	\$ 15,000.00
001-1441-541-30-58	GAS, OIL & LUBRICANTS	\$ 13,456.46	\$ 12,595.61	\$ 17,660.58	\$ 22,890.99	\$ 12,000.00	\$ 14,000.00
001-1441-541-30-59	UNIFORMS	\$ 2,173.77	\$ 3,810.20	\$ 2,359.99	\$ 4,009.65	\$ 2,200.00	\$ 1,200.00
001-1441-541-80-20	A1A LANDSCAPING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
	Subgroup : [30] Operating Expenditures	\$ 246,765.54	\$ 291,804.91	\$ 285,869.61	\$ 307,384.87	\$ 303,525.00	\$ 324,500.00
PUBLIC WORKS	CAPITAL OUTLAY						
001-1441-541-60-62	BUILDING IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 25,000.00
001-1441-541-60-63	IMPROVEMENTS NOT BUILDINGS	\$ 9,885.47	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 40,000.00
001-1441-541-60-64	MACHINERY & EQUIPMENT	\$ 15,108.70	\$ 81,959.93	\$ -	\$ 8,578.00	\$ 65,850.00	\$ 30,000.00
	Subgroup : [60] CAPITAL OUTLAY	\$ 24,994.17	\$ 81,959.93	\$ -	\$ 8,578.00	\$ 110,850.00	\$ 95,000.00
	TOTAL	\$ 577,531.86	\$ 767,435.42	\$ 616,423.95	\$ 622,695.50	\$ 639,575.00	\$ 749,921.00

ACCOUNT	DESCRIPTION	ACTUAL FY 2021	ACTUAL FY 2020	ACTUAL FY 2019	ACTUAL FY 2018	BUDGET FY 2022	PROPOSED BUDGET FY 2023
WATER & SEWER Fund							
Total Revenue							
Unassigned							
[300] Total Revenue							
Water & Sewer Fund							
401-0000-343-31-12	WATER TAPS	(15,458.23)	(17,490.03)	(4,836.74)	(10,268.94)	(15,000.00)	\$ (10,000.00)
401-0000-343-31-15	WATER BASE CHARGE	(1,041,060.10)	(712,771.46)	(714,723.24)	(696,741.89)	(710,000.00)	\$ (885,000.00)
401-0000-343-31-16	WATER VOLUME CHARGE	(559,200.91)	(946,419.70)	(993,908.68)	(989,418.12)	(1,000,000.00)	\$ (767,000.00)
401-0000-343-51-13	SEWER TAPS	(21,587.00)	(12,150.00)	(12,605.00)	(5,915.00)	(17,550.00)	\$ (8,000.00)
401-0000-343-51-15	SEWER BASE CHARGE	(1,698,374.64)	(1,091,412.65)	(1,092,882.30)	(1,066,756.49)	(1,090,500.00)	\$ (1,238,000.00)
401-0000-343-51-16	SEWER VOLUME CHARGE	(1,155,611.71)	(1,902,442.69)	(1,926,602.65)	(1,923,682.99)	(2,018,000.00)	\$ (1,750,000.00)
401-0000-343-61-10	Utility Credit Card Fees	0.00	(7,202.00)	(16,122.00)	0.00	0.00	\$ -
401-0000-343-61-19	SET-UP FEES	(12,110.09)	(14,710.00)	(14,197.00)	(15,295.00)	(11,520.00)	\$ (7,500.00)
401-0000-343-65-15	RECONNECT FEES	(4,675.00)	(8,600.00)	(18,250.00)	(20,850.00)	(5,000.00)	\$ (5,000.00)
401-0000-343-65-17	DELINQUENT FEES	(59,731.31)	(44,114.40)	(66,018.30)	(71,255.78)	(75,000.00)	\$ (55,000.00)
401-0000-343-65-90	BAD DEBT RECOVERY	(990.00)	(1,999.00)	(1,755.00)	(1,614.00)	(1,485.00)	\$ (1,000.00)
401-0000-361-10-00	INTEREST ON INVESTMENTS	(984.69)	(26,439.94)	(36,758.74)	(24,355.09)	(20,000.00)	\$ (2,500.00)
401-0000-369-90-00	OTHER MISC. REVENUES (ARPA) & APPROPRIATED FUND BALANCE	0.00	0.00	0.00	0.00	(1,787.85)	\$ (3,913,005.00)
	[300] Total Revenue	(4,569,783.68)	(4,785,751.87)	(4,898,659.65)	(4,826,153.30)	(4,965,842.85)	\$ (8,642,005.00)
	[300] Total Revenue						
Personnel Services - General Administration							
Unassigned							
[433110] Personnel Services - General Administration							
Water & Sewer Fund							
401-4331-531-10-12	REGULAR SALARIES	396,883.94	396,132.32	452,967.86	527,038.21	371,260.00	\$ 527,500.00
401-4331-531-10-14	OVERTIME	14,922.07	4,357.49	5,512.70	4,646.28	25,200.00	\$ 1,500.00
401-4331-531-10-15	SPECIAL PAY	3,031.50	4,023.00	3,930.00	4,573.25	1,925.00	\$ 2,250.00
401-4331-531-10-21	FICA	22,527.71	22,611.36	26,190.95	30,357.86	25,550.00	\$ 32,900.00
401-4331-531-10-22	RETIREMENT CONTRIBUTIONS	26,955.92	26,267.16	38,247.49	40,467.01	21,000.00	\$ 37,500.00
401-4331-531-10-23	LIFE & HEALTH INSURANCE	49,202.57	56,601.71	46,484.33	85,261.99	27,023.01	\$ 77,000.00
401-4331-531-10-24	WORKERS' COMPENSATION	371.04	568.28	2,793.67	2,795.08	3,900.00	\$ 5,300.00
401-4331-531-10-25	MEDICARE	5,268.45	5,288.26	6,187.57	7,099.88	6,000.00	\$ 7,700.00
401-4331-531-20-00	OTHER POST EMPLOYMENT BENEFIT EXPENSE	0.00	0.00	0.00	9,764.76	0.00	\$ -
401-4331-531-90-98	Merit Pay Increase Policy						
	[433110] Personnel Services - General Administration	519,163.20	515,849.58	582,314.57	712,004.32	481,858.01	\$ 691,650.00
	[433110] Personnel Services - General Administration						
Operating Expenses - General Administration							
Unassigned							
[433130] Operating Expenses - General Administration							
Water & Sewer Fund							
401-4331-531-30-31	PROFESSIONAL SERVICES	0.00	450.00	510.00	644.00	56,000.00	\$ 15,000.00
401-4331-531-30-32	ACCOUNTING AND AUDIT	17,320.00	20,776.50	14,403.36	14,490.00	18,000.00	\$ 18,000.00
401-4331-531-30-41	COMMUNICATIONS SERVICES	480.00	480.00	655.00	780.00	600.00	\$ 1,100.00
401-4331-531-30-45	INSURANCE	16,876.30	14,104.16	15,683.67	13,282.40	18,000.00	\$ 16,250.00
401-4331-531-30-46	REPAIR AND MAINTENANCE	16,341.65	18,895.17	26,009.02	25,638.39	25,000.00	\$ 25,000.00
401-4331-531-30-49	OTHER CURRENT CHARGES	21,415.59	10,373.15	10,508.31	12,249.97	10,000.00	\$ 10,000.00
401-4331-531-30-52	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	12,500.00	\$ 4,800.00
401-4331-531-30-54	BOOKS, SUBSCRIPTIONS. & MEMBER	0.00	0.00	0.00	0.00	8,500.00	\$ 11,800.00
401-4331-531-30-55	EDUCATIONAL COURSES	105.00	0.00	200.00	0.00	5,000.00	\$ 5,000.00
401-4331-531-30-57	VEHICLE REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	5,000.00	\$ 5,000.00
401-4331-531-30-59	UNIFORMS	260.00	260.00	260.00	500.00	1,000.00	\$ 260.00
	[433130] Operating Expenses - General Administration	72,798.54	65,338.98	68,229.36	67,584.76	159,600.00	\$ 112,210.00

[433130] Operating Expenses - General Administration

WATER & SEWER Fund							
Personnel Services - Sewer Services							
Unassigned							
[433510] Personnel Services - Sewer Services							
Water & Sewer Fund							
401-4335-535-10-12	REGULAR SALARIES	350,154.48	396,000.26	344,776.74	366,011.24	395,000.00	\$ 442,000.00
401-4335-535-10-14	OVERTIME	20,924.98	8,666.13	9,333.88	12,426.48	35,400.00	\$ 10,750.00
401-4335-535-10-15	SPECIAL PAY	1,262.50	2,100.00	2,050.00	3,412.50	1,900.00	\$ 1,800.00
401-4335-535-10-21	FICA	21,067.72	24,177.17	23,150.71	25,342.58	27,000.00	\$ 28,250.00
401-4335-535-10-22	RETIREMENT CONTRIBUTIONS	17,814.69	22,455.47	23,752.55	24,756.67	22,000.00	\$ 29,000.00
401-4335-535-10-23	LIFE & HEALTH INSURANCE	51,518.95	77,151.37	82,256.41	79,830.81	77,700.00	\$ 83,000.00
401-4335-535-10-24	WORKERS' COMPENSATION	3,491.67	5,347.85	6,518.57	6,521.84	16,200.00	\$ 21,000.00
401-4335-535-10-25	MEDICARE	4,927.20	5,654.42	5,414.40	5,926.16	6,300.00	\$ 6,600.00
[433510] Personnel Services - Sewer Services		471,162.19	541,552.67	497,253.26	524,228.28	581,500.00	\$ 622,400.00

[433510] Personnel Services - Sewer Services

WATER & SEWER Fund							
Operating Expenses - Sewer Services							
Unassigned							
[433530] Operating Expenses - Sewer Services							
Water & Sewer Fund							
401-4335-535-30-31	PROFESSIONAL SERVICES	24,007.54	1,027.00	2,883.25	3,422.55	386,000.00	\$ 587,000.00
401-4335-535-30-34	OTHER CONTRACTUAL SERVICES	164,643.43	149,587.00	142,532.96	140,828.51	321,000.00	\$ 118,600.00
401-4335-535-30-40	TRAVEL AND PER DIEM	476.00	1,938.29	373.00	0.00	1,000.00	\$ 5,000.00
401-4335-535-30-41	COMMUNICATIONS SERVICES	2,448.38	2,318.13	2,298.25	2,684.27	4,200.00	\$ 4,200.00
401-4335-535-30-42	POSTAGE & SHIPPING	4,815.60	7,581.20	9,181.98	10,653.12	6,000.00	\$ 6,000.00
401-4335-535-30-43	UTILITY SERVICES	204,548.11	186,555.81	155,816.44	177,574.86	180,000.00	\$ 180,000.00
401-4335-535-30-44	RENTALS AND LEASES	2,147.92	1,285.78	2,370.64	1,048.86	2,000.00	\$ 36,140.00
401-4335-535-30-45	INSURANCE	52,855.96	44,237.35	43,463.85	37,868.47	60,000.00	\$ 17,000.00
401-4335-535-30-46	REPAIR AND MAINTENANCE	97,383.95	58,134.64	58,167.24	108,979.10	1,281,499.96	\$ 336,500.00
401-4335-535-30-49	OTHER CURRENT CHARGES	0.00	647.00	7,564.04	5,000.00	0.00	\$ -
401-4335-535-30-52	OPERATING SUPPLIES	148,786.52	135,716.62	116,581.14	94,935.07	95,100.00	\$ 316,625.00
401-4335-535-30-54	BOOKS, SUBSCRIPTIONS. & MEMBER	3,796.58	430.00	330.00	409.99	20,400.00	\$ 21,500.00
401-4335-535-30-55	EDUCATIONAL COURSES	1,292.58	2,187.35	2,164.00	490.00	10,000.00	\$ 7,500.00
401-4335-535-30-57	VEHICLE REPAIR & MAINTENANCE	3,910.08	7,386.46	3,275.62	3,535.93	30,000.00	\$ 15,500.00
401-4335-535-30-58	GAS, OIL, & LUBRICANTS	12,306.04	10,379.67	12,356.17	12,212.98	10,500.00	\$ 12,500.00
401-4335-535-30-59	UNIFORMS	3,882.20	5,283.38	2,629.48	3,864.28	5,200.00	\$ 2,250.00
[433530] Operating Expenses - Sewer Services		727,300.89	614,695.68	561,988.06	603,507.99	2,412,899.96	\$ 1,666,315.00

[433530] Operating Expenses - Sewer Services

Capital Outlay - Sewer Services							
Unassigned							
[433560] Capital Outlay - Sewer Services							
Water & Sewer Fund							
401-4335-535-60-62	Improvements - Buildings	117,967.12	0.00	0.00	0.00	0.00	\$ 2,050,000.00
401-4335-535-60-63	IMPROVEMENTS - NOT BUILDINGS	354.75	86,958.72	0.00	0.00	0.00	\$ 60,000.00
401-4335-535-60-64	MACHINERY & EQUIPMENT	116,425.18	90,640.83	0.00	0.00	123,000.00	\$ 360,000.00
[433560] Capital Outlay - Sewer Services		234,747.05	177,599.55	0.00	0.00	123,000.00	\$ 2,470,000.00

[433560] Capital Outlay - Sewer Services

[433570] Debt Service - Sewer Services

Personnel Services - Water Services								
Unassigned								
[433610] Personnel Services - Water Services								
Water & Sewer Fund								
401-4336-536-10-12	REGULAR SALARIES	454,670.44	428,964.45	401,219.11	318,943.10	272,200.00	\$	310,000.00
401-4336-536-10-14	OVERTIME	15,870.27	6,261.13	12,283.53	13,870.23	39,000.00	\$	15,000.00
401-4336-536-10-15	SPECIAL PAY	7,062.50	6,475.00	7,975.00	6,887.50	5,610.00	\$	4,000.00
401-4336-536-10-21	FICA	25,086.52	24,222.19	24,447.73	19,825.37	19,640.00	\$	20,500.00
401-4336-536-10-22	RETIREMENT CONTRIBUTIONS	32,931.16	31,955.48	33,318.02	26,615.22	3,492.94	\$	25,000.00
401-4336-536-10-23	LIFE & HEALTH INSURANCE	80,390.11	98,122.50	106,438.96	89,796.31	18,048.48	\$	69,000.00
401-4336-536-10-24	WORKERS' COMPENSATION	2,928.37	4,485.10	6,052.94	6,055.98	11,600.00	\$	12,750.00
401-4336-536-10-25	MEDICARE	5,866.96	5,664.74	5,717.53	4,635.65	4,600.00	\$	5,000.00
[433610] Personnel Services - Water Services		624,806.33	606,150.59	597,452.82	486,629.36	374,191.42	\$	461,250.00
[433610] Personnel Services - Water Services								
WATER & SEWER Fund								
Operating Expenses - Water Services								
Unassigned								
[433630] Operating Expenses - Water Services								
Water & Sewer Fund								
401-4336-536-30-34	OTHER CONTRACTUAL SERVICES	45,202.26	45,837.90	37,698.76	70,843.52	580,000.00	\$	437,700.00
401-4336-536-30-40	TRAVEL AND PER DIEM	0.00	0.00	0.00	0.00	300.00	\$	5,000.00
401-4336-536-30-41	COMMUNICATIONS SERVICES	10,458.04	9,690.87	9,848.39	8,415.54	10,000.00	\$	25,000.00
401-4336-536-30-42	POSTAGE (INC. FED EX)	4,372.15	7,581.20	8,270.06	8,176.43	5,000.00	\$	5,000.00
401-4336-536-30-43	UTILITY SERVICES	42,008.66	59,453.27	42,795.29	42,505.03	40,000.00	\$	40,000.00
401-4336-536-30-44	RENTALS AND LEASES	2,153.07	1,383.38	2,570.38	1,048.93	2,000.00	\$	2,500.00
401-4336-536-30-45	INSURANCE	37,701.72	31,572.38	30,754.01	26,061.90	40,000.00	\$	16,750.00
401-4336-536-30-46	REPAIR AND MAINTENANCE	56,971.29	35,900.74	30,295.68	100,037.61	73,000.00	\$	29,500.00
401-4336-536-30-49	OTHER CURRENT CHARGES	0.00	2,300.00	2,000.00	2,170.94	0.00	\$	-
401-4336-536-30-52	OPERATING SUPPLIES	59,692.12	53,379.53	82,616.87	37,022.74	56,000.00	\$	180,000.00
401-4336-536-30-54	BOOKS, SUBSCRIPTIONS. & MEMBER	4,292.87	663.00	885.00	1,367.00	20,800.00	\$	22,100.00
401-4336-536-30-55	EDUCATIONAL COURSES	1,308.25	0.00	1,681.25	65.00	10,000.00	\$	7,500.00
401-4336-536-30-57	VEHICLE REPAIR & MAINTENANCE	2,316.64	8,571.55	9,824.35	7,287.06	30,000.00	\$	15,000.00
401-4336-536-30-58	GAS, OIL, & LUBRICANTS	11,059.85	9,842.21	12,692.57	16,130.67	10,000.00	\$	15,000.00
401-4336-536-30-59	UNIFORMS	3,592.37	4,196.47	2,845.78	3,677.93	3,200.00	\$	3,500.00
[433630] Operating Expenses - Water Services		281,129.29	270,372.50	274,778.39	324,810.30	880,300.00	\$	804,550.00
[433630] Operating Expenses - Water Services								
Capital Outlay - Water Services								
Unassigned								
[433660] Capital Outlay - Water Services								
Water & Sewer Fund								
401-4336-536-60-62	BUILDINGS	5,218.00	5,218.00	0.00	0.00	35,000.00	\$	25,000.00
401-4336-536-60-63	IMPROVEMENTS - NOT BUILDINGS	66,342.05	190,808.36	0.00	0.00	800,000.00	\$	1,250,000.00
401-4336-536-60-64	MACHINERY & EQUIPMENT	62,085.76	51,289.55	0.00	0.00	86,500.00	\$	96,500.00
[433660] Capital Outlay - Water Services		133,645.81	247,315.91	0.00	0.00	921,500.00	\$	1,371,500.00
Debt Service - Water Services								
Unassigned								
[433670] Debt Service - Water Services								
Water & Sewer Fund								
[433670] Debt Service - Water Services								
WATER & SEWER Fund								
Interfund Transfer Out								

Unassigned							
[91] Interfund Transfer Out							
Water & Sewer Fund							
401-4381-581-90-10	TRANSFER TO GENERAL FUND	0.00	170,000.00	95,000.00	78,797.00	0.00	\$0.00
401-4381-581-90-41	Transfer to 441	0.00	25,866.77	0.00	0.00	0.00	\$442,130.00
401-4381-581-90-42	Transfer to 411	0.00	0.00	0.00	0.00	8,365.00	\$0.00
401-4381-581-90-44	TRANS. TO DEP PAYMENT FUND	0.00	415,603.56	415,603.56	415,603.56	0.00	\$0.00
401-4381-581-90-45	TO W/S REVENUE REFUNDING BONDS 2013	0.00	347,614.80	347,614.80	347,614.80	0.00	\$0.00
401-4381-581-90-52	Transfer to 410	0.00	0.00	0.00	0.00	7,811.00	\$0.00
401-4381-581-90-53	Transfer to Fund 430	0.00	0.00	0.00	0.00	40,650.00	\$0.00
	[91] Interfund Transfer Out	0.00	959,085.13	858,218.36	842,015.36	56,826.00	442,130.00
NET (INCOME) LOSS - Water & Sewer Fund			(1,505,030.38)	(787,791.28)	(1,458,424.83)	(1,265,372.93)	1,025,832.54
							0.00

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
		FY 2021	FY 2020	FY 2019	FY 2018	FY 2022	FY 2023
SANITATION FUND							
Total Revenues							
Unassigned							
[300] Total Revenues							
Sanitation Fund							
430-0000-343-41-42	GARBAGE PICKUP	(1,299,163.34)	(1,346,771.48)	(1,337,986.01)	(1,399,277.64)	(1,344,000.00)	\$ (1,340,000.00)
430-0000-343-41-45	TIPPING FEES	(17,553.17)	(27,166.23)	(33,369.69)	(38,225.39)	(25,200.00)	\$ (25,200.00)
430-0000-361-10-00	INTEREST ON INVESTMENTS	0.00	0.00	(643.49)	(2,055.49)	0.00	\$ -
430-0000-381-41-00	Transfer from Water Sewer to Sanitation	0.00	0.00	0.00	0.00	(40,650.00)	\$ -
[300] Total Revenues		(1,316,716.51)	(1,373,937.71)	(1,371,999.19)	(1,439,558.52)	(1,409,850.00)	\$ (1,365,200.00)
[300] Total Revenues							
Personnel Services							
Unassigned							
[10] Personnel Services							
Sanitation Fund							
430-4334-534-10-12	REGULAR SALARIES	139,252.17	154,348.41	160,118.27	168,135.88	70,100.00	\$ 82,000.00
430-4334-534-10-14	OVERTIME	5,715.35	1,045.06	1,753.55	1,225.96	10,000.00	\$ 1,000.00
430-4334-534-10-15	SPECIAL PAY	878.50	1,407.00	1,376.25	1,383.00	900.00	\$ 750.00
430-4334-534-10-21	FICA	8,654.33	9,173.08	9,622.07	10,357.94	5,050.00	\$ 5,200.00
430-4334-534-10-22	RETIREMENT CONTRIBUTIONS	10,055.42	10,718.84	13,993.48	14,174.71	4,400.00	\$ 6,000.00
430-4334-534-10-23	LIFE & HEALTH INSURANCE	18,402.74	20,765.33	21,622.60	27,899.07	12,700.00	\$ 6,500.00
430-4334-534-10-24	WORKERS' COMPENSATION	0.00	0.00	1,699.48	1,700.32	2,100.00	\$ 2,200.00
430-4334-534-10-25	MEDICARE	1,624.19	1,623.45	1,729.37	1,908.99	1,200.00	\$ 1,500.00
430-4334-534-20-00	OTHER POST EMPLOYMENT BENEFIT EXPENSE	0.00	0.00	0.00	1,325.55	0.00	\$ -
[10] Personnel Services		184,582.70	199,081.17	211,915.07	228,111.42	106,450.00	\$ 105,150.00
[10] Personnel Services							
Operating Expenses							
Unassigned							
[30] Operating Expenses							
Sanitation Fund							
430-4334-534-30-32	ACCOUNTING & AUDIT	4,225.00	5,394.50	4,203.54	3,542.00	4,650.00	\$ 4,700.00
430-4334-534-30-33	WASTE HAULING FEE - TIPPING	0.00	0.00	0.00	0.00	0.00	\$ -
430-4334-534-30-34	OTHER CONTRACTUAL SERVICES.	1,310,413.02	1,193,756.35	1,198,258.85	1,172,063.27	1,236,000.00	\$ 1,200,000.00
430-4334-534-30-41	COMMUNICATIONS SERVICES	0.00	0.00	0.00	0.00	0.00	\$ -
430-4334-534-30-42	POSTAGE (INC. FED EX)	3,966.27	5,310.02	5,655.47	4,639.98	5,000.00	\$ 5,000.00
430-4334-534-30-45	INSURANCE	15,132.02	12,592.98	14,003.29	12,298.51	15,200.00	\$ 5,600.00
430-4334-534-30-46	REPAIR AND MAINTENANCE	29,708.94	7,347.63	9,647.31	8,698.44	20,200.00	\$ 15,000.00
430-4334-534-30-49	OTHER CURRENT CHARGES	10,559.81	9,439.12	10,329.98	12,076.03	10,000.00	\$ 4,200.00
430-4334-534-30-52	OPERATING SUPPLIES	2,193.95	0.00	328.05	8,319.00	6,000.00	\$ 7,500.00
430-4334-534-30-59	UNIFORMS	0.00	0.00	0.00	0.00	350.00	\$ 150.00
[30] Operating Expenses		1,376,199.01	1,233,840.60	1,242,426.49	1,221,637.23	1,297,400.00	\$ 1,242,150.00
[30] Operating Expenses							
Capital Outlay							
Unassigned							
[60] Capital Outlay							
Sanitation Fund							
[91] Interfund Transfer Out							\$0.00
NET (INCOME) LOSS - SANITATION FUND		244,065.20	58,984.06	82,342.37	10,190.13	(6,000.00)	\$ (17,900.00)

ACCOUNT	DESCRIPTION	ACTUAL FY 2021	ACTUAL FY 2020	ACTUAL FY 2019	ACTUAL FY 2018	BUDGET FY 2022	PROPOSED BUDGET FY 2023
STORMWATER UTILITIES							
Total Revenues							
Unassigned							
[300] Total Revenues							
Stormwater Utility Fund							
441-0000-337-20-20	Emergency Management Grant	0.00	0.00	0.00	0.00	0.00	\$ -
441-0000-343-71-10	STORMWATER UTILITY FEES	(1,176,976.57)	(1,159,097.15)	(440,459.70)	(299,480.39)	(1,171,200.00)	\$ (1,090,500.00)
441-0000-361-10-00	Interest Income	(669.33)	(8,246.68)	(5,102.64)	(2,906.60)	(670.00)	\$ -
441-0000-381-41-00	TRANSFER FROM 401	0.00	(25,866.77)	0.00	0.00	(126,744.00)	\$ (442,130.00)
441-0000-381-64-00	TRANSFER FROM GAS TAX	0.00	0.00	0.00	0.00	(165,330.00)	\$ -
441-0000-389-10-00	APPROPRIATED RESERVES						
	[300] Total Revenues	(1,177,645.90)	(1,193,210.60)	(445,562.34)	(302,386.99)	(1,463,944.00)	\$ (1,532,630.00)
	[300] Total Revenues						
Personnel Services							
Unassigned							
[10] Personnel Services							
Stormwater Utility Fund							
441-1441-541-10-12	REGULAR SALARIES	112,123.68	87,685.69	85,524.47	77,022.90	198,000.00	\$ 335,000.00
441-1441-541-10-14	OVERTIME	1,194.45	0.00	0.00	169.92	13,000.00	\$ 2,000.00
441-1441-541-10-15	SPECIAL PAY	3,915.00	3,885.00	3,028.75	2,563.75	4,900.00	\$ 5,200.00
441-1441-541-10-21	FICA	5,470.63	5,076.61	5,044.89	5,408.21	13,020.00	\$ 21,250.00
441-1441-541-10-22	RETIREMENT CONTRIBUTIONS	9,070.44	8,453.20	7,435.49	7,113.72	15,650.00	\$ 24,000.00
441-1441-541-10-23	LIFE & HEALTH INSURANCE	22,935.56	26,593.56	21,691.77	19,691.43	49,650.00	\$ 66,500.00
441-1441-541-10-24	WORKERS' COMPENSATION	745.15	1,141.28	1,867.10	1,868.04	7,350.00	\$ 9,000.00
441-1441-541-10-25	MEDICARE	1,279.48	1,187.15	1,179.80	1,264.75	3,050.00	\$ 5,000.00
	[10] Personnel Services	156,734.39	134,022.49	125,772.27	115,102.72	304,620.00	\$ 467,950.00
	[10] Personnel Services						
Operating Expenses							
Unassigned							
[30] Operating Expenses							
Stormwater Utility Fund							
441-1441-541-30-31	PROFESSIONAL SERVICES	536.00	0.00	78,137.42	24,930.25	680,000.00	\$ 375,000.00
441-1441-541-30-32	ACCOUNTING & AUDIT	350.00	719.50	646.52	322.00	1,200.00	\$ 5,000.00
441-1441-541-30-34	OTHER CONTRACTUAL SERVICES.	35,123.52	71,796.51	53,422.81	48,712.93	33,000.00	\$ 38,000.00
441-1441-541-30-40	TRAVEL & PER DIEM	0.00	0.00	0.00	0.00	0.00	\$ -
441-1441-541-30-41	COMMUNICATIONS SERVICES	818.98	667.08	632.45	631.95	800.00	\$ 1,200.00
441-1441-541-30-45	INSURANCE	10,148.61	8,545.17	8,322.83	7,368.18	10,300.00	\$ 18,000.00
441-1441-541-30-46	REPAIR AND MAINTENANCE	24,220.23	15,762.69	13,467.04	21,188.99	249,500.00	\$ 25,000.00
441-1441-541-30-49	OTHER CURRENT CHARGES	539.00	871.00	992.13	324.00	0.00	\$ 500.00
441-1441-541-30-52	OPERATING SUPPLIES	5,285.24	9,215.12	7,465.78	2,874.99	6,500.00	\$ 6,500.00
441-1441-541-30-55	EDUCATIONAL COURSES	500.00	1,018.00	238.00	519.26	4,000.00	\$ 4,000.00
441-1441-541-30-57	VEHICLE REPAIR & MAINTENANCE	7,350.00	4,441.85	3,007.79	3,549.11	100,000.00	\$ 50,000.00
441-1441-541-30-58	GAS, OIL & LUBRICANTS	11,032.66	9,774.06	8,975.84	3,881.44	10,000.00	\$ 15,000.00
441-1441-541-30-59	UNIFORMS	1,728.02	2,714.01	966.25	2,017.37	625.00	\$ 650.00
	[30] Operating Expenses	97,632.26	125,524.99	176,274.86	116,320.47	1,095,925.00	\$ 538,850.00
	[30] Operating Expenses						
Capital Outlay							
Unassigned							
[60] Capital Outlay							
Stormwater Utility Fund							
441-1441-541-60-62	BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	\$ 25,000.00

441-1441-541-60-63	IMPROVEMENTS, NOT BUILDINGS	79,204.45	227,851.94	0.00	0.00	883,886.02	\$	100,000.00
441-1441-541-60-64	MACHINERY & EQUIPMENT	118,840.00	6,500.00	0.00	0.00	148,000.00	\$	359,500.00
	[60] Capital Outlay	198,044.45	234,351.94	0.00	0.00	1,031,886.02	\$	484,500.00
	[60] Capital Outlay							
	Debt Service							
	Unassigned							
	[70] Debt Service							
	Stormwater Utility Fund							
441-1441-582-70-60	Finance Lease	30,649.79	27,007.00	0.01	0.00	39,530.00	\$	39,530.00
441-1441-582-70-72	INTEREST EXPENSE	2,964.96	4,021.99	2,922.02	0.00	1,540.00	\$	1,800.00
	[70] Debt Service	33,614.75	31,028.99	2,922.03	0.00	41,070.00	\$	41,330.00
	[70] Debt Service							
	Interfund Transfer Out							
	Unassigned							
	[91] Interfund Transfer Out							
	Stormwater Utility Fund							
441-1441-541-90-10	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00		\$0.00
441-4381-581-90-10	TRANSFER TO GENERAL FUND	0.00	50,000.00	0.00	0.00	0.00		\$0.00
	[91] Interfund Transfer Out	0.00	50,000.00	0.00	0.00	0.00		\$0.00
	[91] Interfund Transfer Out							
	Unassigned							
	None							
	None							
	NET (INCOME) LOSS - STORMWATER UTILITIES	(691,620.05)	(668,282.19)	(140,593.18)	(70,963.80)	1,009,557.02		0.00

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
		FY 2021	FY 2020	FY 2019	FY 2018	FY2022	FY 2023
MOBILITY MGMT	PERSONNEL SERVICES						
500-0000-343-40-50	PAID PARKING - EV CHARGING STATION FEES	\$ (2,770.57)	\$ (1,307.93)	\$ -	\$ -	\$ (1,000.00)	\$ (3,500.00)
500-0000-343-41-40	PAID PARKING - PARKING FEES	\$ (559,277.95)	\$ (381,343.49)	\$ (318.50)	\$ -	\$ (537,770.00)	\$ (720,000.00)
500-0000-359-00-00	PAID PARKING CITATIONS	\$ (2,462.00)	\$ -	\$ -	\$ -	\$ (53,978.00)	\$ (75,000.00)
500-0000-361-10-00	INTEREST INCOME	\$ (32.39)	\$ (480.25)	\$ -	\$ -	\$ -	\$ -
500-0000-369-00-00	MISCELLANEOUS REVENUE	\$ (6.00)	\$ -	\$ -	\$ -	\$ -	\$ -
500-0000-381-10-00	PAID PARKING TRANSFERS FROM OTHER FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500-0000-382-00-00	PAID PARKING TRANSFER FROM OTHER FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500-1550-359-00-00	METERED PARKING FINES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subgroup : [500] Revenue	\$ (564,548.91)	\$ (383,131.67)	\$ (318.50)	\$ -	\$ (592,748.00)	\$ (798,500.00)
MOBILITY MGMT	PERSONNEL SERVICES						
500-1550-541-10-12	REGULAR SALARIES	\$ 107,037.31	\$ 7,787.24	\$ -	\$ -	\$ 160,000.00	\$ 228,000.00
500-1550-541-10-14	OVERTIME	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500-1550-541-10-15	SPECIAL PAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.00
500-1550-541-10-16	PTO LIABILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,405.00
500-1550-541-10-21	FICA	\$ 6,544.90	\$ 300.04	\$ -	\$ -	\$ 10,000.00	\$ 14,150.00
500-1550-541-10-22	RETIREMENT CONTRIBUTIONS	\$ 4,464.85	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,150.00
500-1550-541-10-23	LIFE & HEALTH INSURANCE	\$ 7,784.78	\$ 1,362.55	\$ -	\$ -	\$ 14,600.00	\$ 23,200.00
500-1550-541-10-24	WORKER'S COMPENSATION	\$ 1,467.79	\$ 2,248.05	\$ -	\$ -	\$ 3,000.00	\$ 3,700.00
500-1550-541-10-25	MEDICARE	\$ 1,530.68	\$ 70.18	\$ -	\$ -	\$ 2,320.00	\$ 3,300.00
	Subgroup : [10] Personnel Services	\$ 128,830.31	\$ 11,768.06	\$ -	\$ -	\$ 199,920.00	\$ 290,980.00
MOBILITY MGMT	OPERATING						
500-1550-541-30-31	PROFESSIONAL SERVICES	\$ 141,771.88	\$ 47,125.00	\$ -	\$ -	\$ 74,000.00	\$ 25,000.00
500-1550-541-30-34	OTHER CONTRACTUAL SERVICES	\$ 98,950.13	\$ 120,958.34	\$ 18,000.00	\$ -	\$ 18,000.00	\$ 48,867.00
500-1550-541-30-36	PAID PARKING - COURTYARD REV. SHARE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000.00
500-1550-541-30-40	TRAVEL & PER DIEM	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	\$ 2,500.00
500-1550-541-30-41	COMMUNICATIONS SERVICES	\$ 5,163.16	\$ 2,499.49	\$ -	\$ -	\$ -	\$ 8,000.00
500-1550-541-30-43	UTILITY SERVICES	\$ 1,281.51	\$ 642.78	\$ -	\$ -	\$ 1,500.00	\$ 2,000.00
500-1550-541-30-45	INSURANCE	\$ 9,413.67	\$ 2,000.00	\$ -	\$ -	\$ 7,500.00	\$ 25,000.00
500-1550-541-30-46	REPAIR & MAINTENANCE	\$ 6,383.14	\$ 1,337.00	\$ -	\$ -	\$ 24,250.00	\$ 29,000.00
500-1550-541-30-51	OFFICE SUPPLIES	\$ 1,477.90	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 3,550.00
500-1550-541-30-52	OPERATING SUPPLIES	\$ 18,215.67	\$ 5,426.50	\$ 3,334.00	\$ -	\$ 10,000.00	\$ 14,500.00
500-1550-541-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,500.00
500-1550-541-30-55	EDUCATIONAL COURSES	\$ 898.00	\$ -	\$ -	\$ -	\$ 900.00	\$ 3,800.00
500-1550-541-30-57	VEHICLE REPAIR & MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00
500-1550-541-30-58	GAS, OIL & LUBRICANTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500-1550-541-30-59	UNIFORMS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00
500-1550-541-30-60	PAID PARKING - ATLANTIC BEACH REV. SHARE	\$ 5,579.67	\$ 18,406.34	\$ -	\$ -	\$ 72,000.00	\$ 120,000.00
500-1550-541-30-90	PAID PARKING - MISCELLANEOUS	\$ -	\$ -	\$ 2,046.68	\$ -	\$ -	\$ -
500-1550-541-30-99	PAID PARKING - DEPRECIATION EXPENSE	\$ -	\$ 13,007.98	\$ 12,487.15	\$ -	\$ -	\$ -
	Subgroup : [30] Operating Expenditures	\$ 289,134.73	\$ 211,403.43	\$ 35,867.83	\$ -	\$ 210,350.00	\$ 344,717.00
MOBILITY MGMT	CAPITAL OUTLAY						
500-1550-541-60-62	BUILDING IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500-1550-541-60-63	IMPROVEMENTS NOT BUILDINGS	\$ 3,501.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
500-1550-541-60-64	MACHINERY & EQUIPMENT	\$ 1,742.50	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 7,000.00
500-1550-541-90-10	TRANSFER TO GENERAL FUND	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00	\$ 105,000.00
500-1550-541-90-41	TRANSFER TO 441	\$ -	\$ 3,611.23	\$ -	\$ -	\$ -	\$ -
	Subgroup : [60] CAPITAL OUTLAY	\$ 5,243.50	\$ 28,611.23	\$ -	\$ -	\$ 75,000.00	\$ 162,000.00
	TOTAL (SURPLUS)/DEFICIT	\$ (141,340.37)	\$ (131,348.95)	\$ 35,549.33	\$ -	\$ (107,478.00)	\$ (803.00)

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
		FY 2021	FY 2020	FY 2019	FY 2018	FY2022	FY 2023
Group : [101]	POLICE EDUCATION FUND						
Subgroup : [300]	Total Receipts						
Fund : None	Unassigned						
Fund : 101	Police Education Fund						
101-0000-351-10-00	COURT COST						
101-0000-361-10-00	INTEREST ON INVESTMENTS						
TOTALS		0.00	0.00	0.00	0.00	709.47	23.61%
Subgroup : [30]	Total Operating Expenses						
101-1221-521-30-52	OPERATING SUPPLIES						
101-1221-521-30-55	EDUCATIONAL COURSES						
101-1221-521-30-40	TRAVEL & PER DIEM						
TOTALS		0.00	0.00	0.00	0.00	3,100.00	100.00%
Group : [101]	POLICE EDUCATION FUND	0.00	0.00	0.00	0.00	(2,390.53)	2516.35%

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [103]	COMMUNITY DEVELOPMENT BLOCK GRANT						
Subgroup : [300]	Total Receipts						
Fund : None	Unassigned						
Fund : 103	CDBG Fund						
103-0000-337-30-00	PHYSICAL ENVIRONMENT						
103-0000-337-30-10	ELDER AFFAIRS GRANT						
103-0000-341-75-00	Class Fees						
103-0000-341-76-00	Travel Fees						
103-0000-381-00-00	INTERFUND TRANSFER						
103-0000-381-10-00	TRANSFER FROM GENERAL FUND						
103-0000-383-00-00	DONATIONS						
103-0000-383-10-00	DONATIONS - TAP						
Subgroup : [10]	Personnel Services	0.00	0.00	0.00	0.00	(14,058.86)	(13.02%)
Fund : 103	CDBG Fund						
103-1110-565-10-12	REGULAR SALARIES						
103-1110-565-10-21	FICA						
103-1110-565-10-22	RETIREMENT CONTRIBUTIONS						
103-1110-565-10-23	LIFE & HEALTH INSURANCE						
103-1110-565-10-24	WORKERS' COMPENSATION						
103-1110-565-10-25	Medicare						
Subgroup : [30]	Operating Expenses	0.00	0.00	0.00	0.00	19,773.94	24.17%
Fund : 103	CDBG Fund						
103-1110-569-30-31	PROFESSIONAL SERVICES						
103-1110-569-30-34	OTHER CONTRACTUAL SERVICES.						
103-1110-569-30-40	TRAVEL & PER DIEM						
103-1110-569-30-41	COMMUNICATIONS SERVICES.						
103-1110-569-30-43	UTILITY SERVICES						
103-1110-569-30-45	INSURANCE						
103-1110-569-30-46	REPAIRS & MAINTENANCE						
103-1110-569-30-48	PROMOTIONAL & ADVERTISING						
103-1110-569-30-49	OTHER CURRENT CHARGES						
103-1110-569-30-51	OFFICE SUPPLIES						
103-1110-569-30-52	OPERATING SUPPLIES						
TOTALS		0.00	0.00	0.00	0.00	4,077.42	77.84%
Group : [103]	COMMUNITY DEVELOPMENT BLOCK GRANT	0.00	0.00	0.00	0.00	(37,910.22)	(181.19%)

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [105]	CONVENTION DEVELOPMENT TAX FUND						
Subgroup : [300]	Total Receipts						
Fund : 105	Convention Development Tax Fund						
105-0000-312-10-00	LOCAL OPTION TOURIST TAX						
105-0000-361-10-00	INTEREST ON INVESTMENTS						
TOTALS		0.00	0.00	0.00	0.00	(915.46)	(18.70%)
Subgroup : [10]	Personnel Services						
Subgroup : [30]	Operating Expenses						
Fund : 105	Convention Development Tax Fund						
105-1772-572-30-34	OTHER CONTRACTUAL SERVICES						
TOTALS		0.00	0.00	0.00	0.00	4,732.96	96.67%
Subgroup : [60]	Capital Outlay						
Fund : 105	Convention Development Tax Fund						
105-1772-572-60-63	IMPROVEMENTS - NOT BLDGS.						
105-1772-572-60-64	MACHINERY & EQUIPMENT						
TOTALS		0.00	0.00	0.00	0.00	0.00	0.00%
Subgroup : [91]	Interfund Transfer Out						
Fund : 105	Convention Development Tax Fund						
105-1772-572-90-10	TRANSFER TO GENERAL FUND						
105-1772-572-90-20	Transfer to other funds						
		0.00	0.00	0.00	0.00	0.00	0.00%
Group : [105]	CONVENTION DEVELOPMENT TAX FUND	0.00	0.00	0.00	0.00	(5,648.42)	0.00%

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [106] FINES & FORFEITURES							
Subgroup : [300] Total Receipts							
Fund : 106 Fines & Forfeitures							
106-0000-351-20-00	CONFISCATED PROPERTY						
106-0000-361-10-00	INTEREST ON INVESTMENTS						
TOTALS		0.00	0.00	0.00	0.00	527.00	55.36%
Subgroup : [30] Operating Expenses							
Fund : 106 Fines & Forfeitures							
106-1221-521-30-52	OPERATING SUPPLIES						
TOTALS		0.00	0.00	0.00	0.00	602.00	100.00%
Group : [106] FINES & FORFEITURES		0.00	0.00	0.00	0.00	(75.00)	(21.43%)

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [107]	LOCAL OPTION GAS TAX FUND						
Subgroup : [300]	Total Receipts						
Fund : 107	Local Option Gas Tax Fund						
107-0000-312-40-00	LOCAL OPTION GAS TAX/ALT FUEL						
TOTALS		0.00	0.00	0.00	0.00	251,089.79	79.71%
Subgroup : [10]	Personnel Services						
Fund : 107	Local Option Gas Tax Fund						
107-1441-541-10-12	REGULAR SALARIES						
107-1441-541-10-14	OVERTIME						
107-1441-541-10-15	SPECIAL PAY						
107-1441-541-10-21	FICA						
107-1441-541-10-22	RETIREMENT CONTRIBUTIONS						
107-1441-541-10-23	LIFE & HEALTH INSURANCE						
107-1441-541-10-24	WORKERS' COMPENSATION						
107-1441-541-10-25	MEDICARE						
TOTALS		0.00	0.00	0.00	0.00	42,800.78	22.56%
Subgroup : [30]	Operating Expenses						
Fund : 107	Local Option Gas Tax Fund						
107-1441-541-30-41	COMMUNICATIONS SERVICES						
107-1441-541-30-59	UNIFORMS						
TOTALS		0.00	0.00	0.00	0.00	1,054.00	82.47%
Subgroup : [60]	Capital Outlay						
Fund : 107	Local Option Gas Tax Fund						
107-1441-541-60-63	IMPROVEMENTS - NO BLDGS					\$	-
107-1441-541-60-64	MACHINERY & EQUIPMENT					\$	107,500.00
TOTALS		0.00	0.00	0.00	0.00	0.00	\$ 107,500.00
Subgroup : [91]	Interfund Transfer Out						
Fund : None	Unassigned						
Fund : 107	Local Option Gas Tax Fund						
107-1441-541-90-64	TRANSFER TO STORMWATER						
TOTALS		0.00	0.00	0.00	0.00	165,330.00	100.00%
Group : [107]	LOCAL OPTION GAS TAX FUND	0.00	0.00	0.00	0.00	41,905.01	(101.37%)

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [108]	RADIO COMMUNICATION TRUST FUND						
Subgroup : [300]	Total Receipts						
Fund : None	Unassigned						
Fund : 108	Radio Communication Trust Fund						
108-0000-359-10-00	RADIO COMM. TRUST FUND						
108-0000-361-10-00	INTEREST ON INVESTMENTS						
108-0000-389-10-00	APPROPRIATED FUND BALANCE						
		0.00	0.00	0.00	0.00	1,613.82	14.81%
Subgroup : [30]	Operating Expenses						
Fund : None	Unassigned						
Fund : 108	Radio Communication Trust Fund						
108-1221-521-30-52	OPERATING SUPPLIES						
		0.00	0.00	0.00	0.00	10,881.00	100.00%
Group : [108]	RADIO COMMUNICATION TRUST FUND	0.00	0.00	0.00	0.00	(9,267.18)	(71286.00%)

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [109]	BETTER JAX 1/2 CENT TAX						
Subgroup : [300]	Total Receipts						
Fund : None	Unassigned						
Fund : 109	Better Jax 1/2 Cent Tax Fund						
109-0000-337-20-50	BETTER JAX TAX RECEIPTS						
109-0000-361-10-00	INTEREST ON INVESTMENTS						
TOTALS		0.00	0.00	0.00	0.00	23,589.66	6.17%
Subgroup : [91]	Interfund Transfer Out						
Fund : None	Unassigned						
Fund : 109	Better Jax 1/2 Cent Tax Fund						
109-1119-519-90-10	TRANSFER TO OTHER FUNDS						
TOTALS		0.00	0.00	0.00	0.00	382,500.00	100.00%
Group : [109]	BETTER JAX 1/2 CENT TAX	0.00	0.00	0.00	0.00	(358,910.34)	0.00%

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [110]	HOLIDAY/SPECIAL EVENTS FUND						
Subgroup : [300]	Total Receipts						
Fund : None	Unassigned						
Fund : 110	Holiday/Special Events Fund						
110-0000-369-30-00	DONATIONS FOR DECORATIONS						
110-0000-381-00-00	Movie With Mayor Revenues/Donations						
110-0000-381-10-00	Interfund Transfers						
110-0000-389-10-00	APPROPRIATED FUND BALANCE						
TOTALS		0.00	0.00	0.00	0.00	(11,000.00)	(220.00%)
Subgroup : [30]	Operating Expenses						
Fund : None	Unassigned						
Fund : 110	Holiday/Special Events Fund						
110-1119-519-30-48	PROMOTIONAL ACTIVITIES						
110-1119-519-30-50	Movies With Mayor-Expenses						
TOTALS		0.00	0.00	0.00	0.00	(1,555.08)	(31.10%)
Group : [110]	HOLIDAY/SPECIAL EVENTS FUND	0.00	0.00	0.00	0.00	(9,444.92)	0.00%

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [111]	STREET IMPROVEMENT FUND (Formerly Fund 302)						
Subgroup : [300]	Total Receipts						
Fund : 111	Street Improvement Fund						
111-0000-335-12-20	8TH CENT GASOLINE TAX						
111-0000-361-10-00	INTEREST ON INVESTMENTS						
111-0000-381-00-00	Interfund Transfers						
111-0000-381-10-00	TRANSFER FROM GENERAL FUND						
TOTALS		0.00	0.00	0.00	0.00	556,438.00	100.00%
Subgroup : [30]	Operating Expenses						
111-1441-541-30-34	Other Contractual Services						
111-1441-541-30-43	UTILITY SERVICES						
111-1441-541-30-46	REPAIR AND MAINTENANCE						
111-1441-541-30-47	TOWN CENTER EXPENDITURES						
111-1441-541-30-50	MAYPORT FLYOVER EXPEND.						
111-1441-541-30-52	OPERATING SUPPLIES						
111-1441-541-30-53	ROAD MATERIALS & SUPPLIES						
TOTALS		0.00	0.00	0.00	0.00	264,155.45	85.94%
Subgroup : [60]	Capital Outlay						
Fund : 111	Street Improvement Fund						
111-1441-541-30-61	Capital Outlay-Computer Software						
111-1441-541-60-63	IMPROVEMENTS - NO BUILDINGS						
111-1441-541-60-64	MACHINERY & EQUIPMENT						
TOTALS		0.00	0.00	0.00	0.00	150,000.00	100.00%
Group : [111]	STREET IMPROVEMENT FUND (Formerly Fund 302)	0.00	0.00	0.00	0.00	142,282.55	143.62%

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [200]	DEBT SERVICE						
Fund : 200	Debt Service						
200-1119-519-70-71	PRINCIPAL						
200-1119-519-70-72	INTEREST						
Group : [200]	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00%

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [300]	CAPITAL IMPROVEMENT FUND						
Subgroup : [300]	Total Receipts						
Fund : None	Unassigned						
Fund : 102	Capital Improvement Fund						
102-0000-337-70-00	Local Government Unit Grant						
102-0000-361-10-00	INTEREST ON INVESTMENTS						
102-0000-361-20-00	STATE BOARD OF ADMIN INTEREST						
102-0000-367-20-00	UNREALIZED GAIN (LOSS)						
102-0000-367-40-00	REALIZED GAIN (LOSS)						
102-0000-369-30-00	JARBOE PARK-DONATIONS						
102-0000-381-00-00	INTERFUND TRANSFER						
102-0000-381-10-00	TRANSFER FROM GENERAL FUND						
TOTALS		0.00	0.00	0.00	0.00	0.00	0.00%
Fund : 102	Capital Improvement Fund						
102-1119-519-30-46	Repairs & Maintenance						
TOTALS		0.00	0.00	0.00	0.00	0.00	0.00%
Fund : 102	Capital Improvement Fund						
102-1110-569-60-65	CONSTRUCTION IN PROGRESS						
102-1119-519-60-62	Building Improvements						
102-1119-519-60-63	IMPROVEMENTS						
102-1119-519-60-64	EQUIPMENT						
102-1221-521-60-62	Building Improvements - Public Safety						
102-1221-521-60-63	IMPROVEMENTS - 200						
102-1221-521-60-64	Equipment - Public Safety						
102-1772-572-60-65	CONSTRUCTION IN PROGRESS						
TOTALS		0.00	0.00	0.00	0.00	0.00	0.00%
Fund : 102	Capital Improvement Fund						
102-1119-519-90-20	TRANSFER TO OTHER FUNDS						
TOTALS		0.00	0.00	0.00	0.00	0.00	0.00%
Group : [300]	CAPITAL IMPROVEMENT FUND	0.00	0.00	0.00	0.00	0.00	0.00%

PROPOSED

ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED BUDGET
Group : [301]	TOTAL EXPENDITURES - JARBOE PARK CIP FUND						
Subgroup : [300]	Total Receipts						
Fund : None	Unassigned						
Fund : 200	Debt Service						
200-0000-337-70-00	Local Government Unit Grant						
200-0000-369-30-00	JARBOE PARK-DONATIONS						
200-0000-381-00-00	Jarboe Fund-TRANS FROM OTHER FUNDS						
200-0000-381-10-00	Jarboe Fund-TRANS FROM OTHER FUNDS						
200-0000-381-20-00	Grants						
TOTALS		0.00	0.00	0.00	0.00	(11,304.22)	0.00%
Fund : 200	Debt Service						
200-1220-569-30-31	Jarboe Park Fund-Professional Services						
TOTALS		0.00	0.00	0.00	0.00	0.00	0.00%
Subgroup : [60]	Capital Outlay						
Fund : None	Unassigned						
Fund : 200	Debt Service						
200-1220-569-60-63	Capital Outlay						
200-1221-521-60-63	IMPROVEMENTS, NOT BUILDINGS						
TOTALS		0.00	0.00	0.00	0.00	0.00	0.00%
Group : [301]	TOTAL EXPENDITURES - JARBOE PARK CIP FUND	0.00	0.00	0.00	0.00	(11,304.22)	0.00%

PROPOSED

INTRODUCED BY:



A BILL TO BE ENTITLED

AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF NEPTUNE BEACH, FLORIDA FOR FISCAL YEAR 2022, BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022.

WHEREAS, the City of Neptune Beach adopted an operating budget for fiscal year 2022,
and

WHEREAS, the nature of budgetary systems and those day to day decisions affecting such budgetary systems requires adjustments from time to time.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF NEPTUNE BEACH, FLORIDA, that:

- 1. The Fiscal Year 2022 Final Budget be Amended as shown on the attached Budget Amendment Request.

Section 2. The Ordinance shall become effective immediately upon its passage by the City Council.

VOTE RESULTS OF FIRST READING:

Mayor Elaine Brown
Vice Mayor Kerry Chin
Councilor Lauren Key
Councilor Nia Livingston
Councilor Josh Messinger

Passed on First Reading on this 7th day of September, 2022.

VOTE RESULTS OF SECOND AND FINAL READING:

Mayor Elaine Brown
Vice Mayor Kerry Chin
Councilor Lauren Key
Councilor Nia Livingston
Councilor Josh Messinger

Passed on Second and Final Reading on this 19th day of September, 2022.

Elaine Brown, Mayor

ATTEST:

Catherine Ponson, CMC
City Clerk

Approved as to form and correctness:

Zachary Roth
City Attorney



DATE: 9.2.2022

BUDGET AMENDMENT REQUEST

Name of Requestor: Chief Pike

Budget Amendment/Transfer Number: 2022-06

Account Number	Project Number	Budget Amendment/Transfer	Description	Amount Increase/ (Decrease)	Current Budget	Revised Budget
001-0000-368-00-00		1. Amendment	Eckstein Donation for new Police Vehicle	\$50,000.00	\$ -	\$ 50,000.00
001-0000-322-20-10		2. Amendment	Fire Plan Review	\$11,218.48	\$ -	\$ 11,218.48
001-0000-368-00-00		3. Amendment	Fire House Donation for UTV	\$20,000.00	\$ 50,000.00	\$ 70,000.00

REVIEW PROCESS:

Department Head	
Chief Financial Officer	
City Manager	

Date of Council Meeting Approval:

Mayor Elaine Brown



BUDGET AMENDMENT REQUEST

Budget Amendment/Transfer Number:

Explanation:

Why are the funds needed, or Where are the funds coming from?

1. Received funds from the Eckstein Foundation to cover the cost of a new police vehicle
2. Community development department conducted a fire plan review. This is additional revenue that was not budgeted in FY 2022
3. The city received a grant from the Firehouse Subs foundation for the purchase of a new UTV for the Police Department

Where are funds available ?



Agenda Item #10A
FOP/NB Contract

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

AGENDA ITEM:	FOP/ City of Neptune Beach Labor Contract
SUBMITTED BY:	City Manager Stefen Wynn
DATE:	September 2, 2022
BACKGROUND:	<p>City staff and FOP representatives met in publicly noticed meetings on June 16, July 25, and August 22, 2022.</p> <p>The contract is for a period from October 1, 2022 through September 30, 2025.</p>
BUDGET:	
RECOMMENDATION:	Consider approval of the labor contract between the City of Neptune Beach and Fraternal Order of Police
ATTACHMENT:	Updated Labor Contract with changes in red

Agreement

Between

THE FLORIDA STATE LODGE, FRATERNAL ORDER OF POLICE, INC



and

CITY OF NEPTUNE BEACH, FLORIDA



October 1, ~~2021~~ 2022-through September 30, ~~2022-2025~~

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PREAMBLE

This Agreement is entered into, effective as of October 1, ~~2024~~ 2022 between the City of Neptune Beach, Florida, hereinafter referred to as the "City," and the Florida State Lodge, Fraternal Order of Police, Inc., and its members within the Neptune Beach Police Department, hereinafter referred to as the "Union or FOP."

It is the intent and purpose of the Agreement to ensure sound and mutually beneficial working and economic relationships between the parties hereto, to provide an orderly and peaceful means of resolving misunderstandings or differences between the parties concerning rates of pay, wages, hours of employment, and other terms and conditions of employment.

There shall be no individual arrangements contrary to the terms herein provided.

It is understood that the City is engaged in furnishing essential public services which vitally affect health, safety, comfort and general well-being of the public and both parties hereto recognize the need for continuous and reliable service to the public.

**ARTICLE I
RECOGNITION**

The City recognizes the Florida State Lodge, Fraternal Order of Police, Inc., as the exclusive Bargaining Representative as defines in Chapter 447, Florida Statutes, for all employees in the Bargaining Unit defined by the Public Employees Relations Commission (PERC) in Certification number 1226, Case No. 98-053.

"Employee" or "employees" shall mean all full-time employees of the Police Department of the City employed by the City of Neptune Beach who are included in said certification order.

**ARTICLE II
REPRESENTATIVES OF PARTIES FOR BARGAINING PURPOSES**

SECTION 1:

During the term of this Agreement the City will deal only with the authorized representatives of the Union or FOP in all matters requiring mutual consent or other official action called for by this Agreement.

SECTION 2:

During the terms of this Agreement the Union or FOP and the employees covered hereunder shall deal only with the Chief Executive Officer of the City or his representative in matters requiring mutual consent or other official action.

**ARTICLE III
MANAGEMENT RIGHTS**

SECTION 1:

The Union or FOP recognizes that it is the function of the City management to determine and direct the policies, mode, and method of providing its services, without any interference in the management and conduct of the City's business by the Union or FOP or any of its representatives.

The City shall continue to exercise the exclusive right to take any action it deems necessary or appropriate in the management of its operation and the direction of its work force. The City expressly reserves all rights, powers, and authority customarily exercised by governmental management, including all inherent, statutory, and common law management rights and functions which the City has not expressly modified or delegated by express provisions of this Agreement. Nothing in this Agreement shall be construed to limit or impair the right of the City to exercise its own discretion in determining whom to employ, and nothing shall be interpreted as interfering in any way with the City's right to alter, re-arrange, change, extend, limit or curtail its operation, or any part thereof, unless specifically expressed in this Agreement. The exercise of the described management functions by the City shall not be contrary to the express provisions of this Collective Bargaining Agreement.

SECTION 2:

Without limiting the provisions of this section, but in order to clarify some of the more important unilateral rights retained by the City, the City shall have the following unilateral management rights which it may exercise in its sole discretion:

1. To determine the size and composition of the workforce, including the number or composition of employees assigned to any particular operation, shift or turn;
 - (a) To determine the number or type of equipment, vehicles, materials, and supplies to be used, operated or distributed;
 - (b) To hire, re-hire, promote, lay-off and recall employees;
 - (c) To reprimand, suspend, demote, discharge, or otherwise discipline employees for proper cause, consistent with the provisions of this Agreement;
 - (d) To maintain and improve the efficiency of the employees;
 - (e) To determine job content, titles and minimum qualifications for job classifications and the amount and type of work;
 - (f) To establish new jobs, abolish or change existing jobs, and to increase or decrease the number of jobs or employees;
 - (g) To determine the assignment of work, and to schedule the hours and days to be worked on each job and each shift;
 - (h) To require employees to work overtime;
 - (i) To assign or reassign shifts, create, abolish or alter shifts and rotate shifts. If shifts are to be rotated the Union or FOP will be given 30 day notice and allowed to discuss the concerns with the Chief;
 - (j) To establish and modify standards of fitness of employees to perform work;
 - (k) To establish, modify or abolish a procedure requiring employees to undergo physical agilities testing, including medical examinations and drug and alcohol screening. The City may, in its sole discretion, determine the extent of any physical examination or physical agilities test and the City will bear the cost of such examination or test;
 - (l) To contract and/or subcontract, discontinue or otherwise dispose of or transfer any or all work operation or services or part thereof performed by any employee of the police department;
 - (m) To make time studies of workloads, job assignments, methods of operation and efficiency from time to time and to make changes based on said studies;
 - (n) To institute, modify, or terminate any bonus, merit, reward, or work incentive plan;
 - (o) To make, maintain, change, enforce or rescind policies, procedures, rules of conduct, orders, practices, and other operational procedures, policies and guides not inconsistent with this Agreement, including the right to alter or vary existing or past practices as the City may determine to be necessary for the orderly and efficient operations, subject only to such restrictions

governing the exercise of these rights as are expressly and specifically provided in this Agreement;

- (p) To make or change rules, policies and practices, including those matters affecting the efficiency, safety and discipline, not in direct conflict with the provisions of this Agreement;
- (q) To introduce new, different or improved methods, means and processes of conducting any business of the City, transportation, maintenance, serve and operations;
- (r) To determine the qualifications for and select all employees of the City;
- (s) To determine the work to be performed during the employee's regular work day or shift and require that all work be performed in a safe, satisfactory and professional manner.

SECTION 3:

The City shall, in its sole discretion, schedule the work period, work week, duty periods, duty schedules and duty cycles of all employees in the bargaining unit. The City has the sole discretion to schedule and/or assign hours of work, either less or more than the normal duty period/schedule/cycle.

Any and all aspects of wages, hours, and working conditions, which are not specifically covered by this Agreement, may be initiated, instituted, continued, discontinued, or modified without notification of or consultation with the Union or FOP or members of the bargaining unit.

SECTION 4:

The City's failure to exercise any function or right hereby reserved to it, or its exercising any function or right in a particular way, shall not be deemed a waiver of its right to exercise such function or right, nor preclude the City from exercising the same in some other way not in conflict with the express provisions of this Agreement.

SECTION 5:

The City Union or FOP, subject to state law, has the sole authority to determine the purpose and mission of the City and the amount and allocation of the budget.

SECTION 6:

If, in the sole discretion of the City Manager, it is determined that civil emergency conditions exist, including, but not limited to riots, civil disorders, hurricane or other weather conditions, or similar catastrophes, the provisions of this Agreement may be suspended during the time of the declared emergency, except for work performed during emergencies shall be compensated as set forth in this Agreement.

SECTION 7:

It is agreed that every incidental duty connected with operations enumerated in job descriptions is not always comprehensive and employees at the discretion of the City may be required to perform duties not within their specific job descriptions.

SECTION 8:

Delivery of the City's service in the most efficient, effective, and courteous manner is a paramount importance.

**ARTICLE IV
EXISTING RULES, POLICIES AND PRACTICES**

SECTION 1:

It is expected that the Police Department is continually developing policies, rules, and regulations governing employment. In the event of a conflict between said policy, rules and regulations and this Agreement, the terms of this Agreement shall control.

SECTION 2:

Nothing in this article shall be construed as a waiver of the Union or FOP's right to bargain over any rule change which has the practical effect of altering the terms and conditions of employment as established by this Agreement. In the event of such change, a request for bargaining shall be provided to the City within fifteen (15) working days of notification of the proposed rule change.

SECTION 3:

The City shall allow space within the confines of the Police Department Squad Room for a bulletin board for City and Union or FOP notices. The bulletin board shall not exceed 2' X 3' in size and the location within the squad room shall be approved by the Chief of Police.

SECTION 4:

Notification of any rule, policy or practice change shall be provided to the Union or FOP prior to its effective date by posting of said rule change on the bulletin board thirty (30) days prior to the effective date so the union can comment within two weeks, unless circumstances dictate the imposition of an immediate effective date for the rule change.

SECTION 5:

The Union or FOP recognizes the need for a probationary period for new employees. The purpose of the probationary period is to observe the new employee's work in order to secure the most effective adjustment of a new employee to the position and to reject any employee whose performance does not meet the required work standards.

Probation is defined as a period of 12 calendar months, in which the employee serves in an at-will status. This allows the agency to evaluate the employee and determine their overall ability to serve in the role they were hired to fulfill. During this period, newly hired employees do not have a property right to his or her employment and may be terminated without cause. This does not apply to promoted employees, as he or she will maintain a reversion right to the last position they held prior to promotion. Any probationary period may be extended by the order of the Chief of Police.

- a. Newly hired non-sworn civilian employees probationary period shall begin on the date of hire.
- b. Newly hired sworn officers probationary period shall begin on the date of hire. However, the twelve (12) month period shall begin on the date that he or she

successfully completes the Field Training Program and has begun to serve as a solo-officer. Thus, newly-hired sworn officer's probationary period can range from 14 – 18 months depending upon their experience and the length that they are in training.

If the newly hired probationary employee has been found to be unsatisfactory, the employee shall be dismissed by the Chief of Police at the time of such determination and shall not be eligible to use the grievance procedure outlines in this Agreement.

In the event an employee is promoted within the department, he shall serve a six (6) month probationary period. If such employee, who is serving a probationary period incurred because of a promotion, is determined to be unqualified in that position, the employee shall revert to the position and status held immediately prior to promotion.

ARTICLE V GRIEVANCE PROCEDURE

SECTION 1:

A grievance shall be defined as any difference, dispute, or complaint regarding the interpretation or application of the terms of this Agreement. Every effort shall be made to adjust controversies and disagreements in an amicable manner between the City and the Union or FOP. The aggrieved employee may be accompanied at any grievance procedure by a Union or FOP representative.

Exclusivity Clause: A non-dues-paying employee covered by this Bargaining agreement, may avail himself/herself of all pre-arbitration procedures under this Article. If a grievance is filed by anyone other than the FOP, the City shall notify the FOP in writing. The FOP shall be notified of any grievance meeting/hearing between the non-member and the City. Such non-dues paying bargaining unit employee shall be required to bear the full cost of preparing and presenting his/her own case. To the extent permitted by law, access to the arbitration process hereunder is limited to the FOP and no bargaining member (non-dues paying or dues paying), may proceed to arbitration without the authorization from the FOP.

A grievance not advanced to a higher step within the time limit provided shall be deemed withdrawn as having been settled on the basis of the decision most recently given. Failure on the part of the City's representative to answer within the time limit as set forth in any step will entitle the employee to proceed to the next step. For the purpose of calculating time limits, Saturdays, Sundays, holidays and the day on which the grievance, or a reply to a grievance, is received, shall not be counted.

SECTION 2:

Should any grievance arise, there shall be an earnest effort by the parties to settle such grievance promptly through the following steps:

Step 1:

The aggrieved employee shall orally present his grievance to his immediate supervisor within ten (10) working days of the occurrence of the alleged grievance. The supervisor shall obtain the

facts concerning the alleged grievance and shall, within ten (10) working days following receipt of the grievance, meet with aggrieved employee. The supervisor shall notify the aggrieved employee of the decision, in writing, not later than ten (10) working days following the meeting.

Step 2:

If the grievance is unresolved in Step 1, then the employee shall submit the grievance, in writing, along with the response from the supervisor to the Chief of Police. This shall be done within ten (10) working days of the time the response was received in Step 1. The Chief of Police shall meet with the aggrieved employee within ten (10) working days after his receipt of the grievance. Within ten (10) working days following the meeting date, the Chief of Police shall notify the aggrieved employee of this decision, in writing.

Step 3:

If the grievance is unresolved in Step 2, then the employee shall submit the grievance, in writing, along with the response from the supervisor and the Chief of Police to the City Manager. This shall be done within ten (10) working days of the time the response was received in Step 2. The City Manager shall meet with the aggrieved employee within ten (10) working days after his receipt of the grievance. Within ten (10) working days following the meeting date, the City Manager shall notify the aggrieved employee of this decision, in writing.

Step 4:

In the event that the grievance is still unresolved, the grievance may be submitted to final and binding arbitration as provided in Step 5.

Step 5:

Within ten (10) working days of the date of the decision of the City Manager, the Union or FOP shall notify the City Manager of its intent to arbitrate. The City and the Union or FOP shall jointly request, from the Federal Mediation and Conciliation Service, a list of five (5) names of qualified arbitrators. Within ten (10) working days after receipt of such a list, representatives of the City and the Union or FOP shall meet, and each party shall strike two (2) names from the list in alternating fashion. The party striking first will be determined by the toss of a coin. Upon the selection, as promptly as can be arranged, the arbitration hearing shall be held. The decision of the arbitrator shall be final and binding on both parties, provided however, that the decision is not in violation of Florida's Arbitration Code.

SECTION 3:

The cost of the arbitrator shall be paid solely by the losing party. The parties shall be responsible for the costs of their own witnesses and the cost of any transcript requested by them. Copies of the decision of the arbitrator shall be furnished to the City, the Union or FOP, and the aggrieved employee within thirty (30) days from the date of the hearing.

SECTION 4:

The arbitrator shall have no power to alter, add to, or subtract from the terms of this Agreement.

All grievances must be handled exclusively as set forth in this procedure. Both the City and the Union or FOP agree that no issue, which may be the subject of a grievance under this Agreement, as defined above, may be addressed, challenged or presented to the Neptune Beach Civil Service Board.

Nothing in this Agreement shall be construed to prevent employees from discussing any questions or complaints with their supervisors or the Chief of Police. Employees of the City are encouraged to bring any questions, complaints, or other concerns to their supervisors in accordance with the Department's "open door policy." Any employee's informal discussion with his or her supervisor, sergeant, lieutenant or the Chief of Police, or any other person, shall not delay or postpone the time limits for filing a formal grievance under this procedure.

If the aggrieved employee requests Union representation, the grievant will notify the City, and the grievant will be responsible for notifying the Union or FOP of any meeting called for the resolution of such grievance.

Every effort will be made by the parties to settle all grievances as soon as possible. The time limits set forth shall be strictly complied with, and may be extended only by mutual agreement of the parties, in writing. The City is not required to consider, respond to, or act upon, any grievance which is not filed within the time set forth in this Article. A grievance shall be considered settled at any point when the employee fails to file the necessary written notice to invoke the next step of the grievance procedure.

SECTION 5:

Grievances involving or affecting more than one (1) member of the bargaining unit may be filed collectively by the Union or FOP.

ARTICLE VI DISCIPLINE AND DISCHARGE

SECTION 1:

No employee shall be demoted, suspended without pay, dismissed, or otherwise disciplined without just cause. Employees shall have the right to appeal demotions, suspensions, dismissals, or other disciplinary actions by utilizing the grievance procedures of this Agreement or any other administrative appeal mechanism available to them. Upon utilizing one of the available appeal mechanisms, the employee shall forfeit the right to use any other administrative appeal mechanism. The City shall furnish the employee to be disciplined demotion, suspension or dismissal, a written statement specifying in detail the reasons for the discipline at the time the notice of discipline is given to the employee.

SECTION 2:

The provisions of Chapter 112, Part VI, Florida Statutes (1998), known as the Law Enforcement Officer's Bill of Rights, are incorporated herein to the same extent as if set forth herein and are hereby made a part hereof and shall be complied with by the City in all disciplinary actions against police officers. Should Chapter 112, Part VI, be repealed during the life of this Agreement, its provisions will continue to be in effect as a contractual provision, unless a new statute covering these matters is enacted. In such event, the new statute shall apply.

SECTION 3:

Upon appeal of any discipline, other than discharge or suspension more than five (5) days, which result in an arbitration, the employee shall have the burden of providing, by a preponderance of the evidence, that the City committed an abuse of discretion in a decision, conclusion, or credibility resolution concerning the discipline. Upon appeal of any discharge or suspension more than five (5) days, which results in an arbitration, the City shall have the burden of providing, by a preponderance of the evidence that the employee engaged in the conduct charged. The burden of proof is on the Union for interpretation of the Contract.

SECTION 4:

In determining the level of discipline, the City will consider the severity of the offense, the number of offenses committed, the employee's performance record, prior discipline, prior commendations, and other mitigating or aggravating factors.

SECTION 5:

All employees shall have an opportunity to state their position concerning the alleged offense to the Chief of Police, or his designee, prior to imposition of any discipline which would result in loss of pay or discharge.

**ARTICLE VII
RECALL PAY**

SECTION 1:

Any employee who is recalled to duty, after having left for the day, or on a regularly scheduled day off, vacation day or compensatory day, or more than two (2) hours prior to the start of his regular scheduled tour of duty, shall be guaranteed a minimum of three (3) hours overtime pay.

For this Section, recall is defined as any duty, detail or response to a lawful order to be performed within or without the City for which the employee can be disciplined.

SECTION 2:

Any employee whose appearance is required in Traffic or Criminal Court, appearance in Civil Courts, pretrial conferences, filing affidavits, and depositions as a result of a matter arising out of the course of his employment shall receive a minimum of three (3) hours overtime pay if such attendance is during employee's off-duty time.

**ARTICLE VIII
HOURS OF WORK AND OVERTIME**

SECTION 1:

Nothing in this article shall be construed as a guarantee of hours of work per day or per week, or of days of work per week.

SECTION 2:

The work cycle shall be twenty-eight (28) days work period pursuant to the Fair Labor Standards Act 7(k) exemption and seven (7) days for un-sworn staff. It is understood, however, that the Neptune Beach Police Department is a twenty-four (24) hour, seven (7) days per week operation and that nothing in this Agreement shall be construed as prohibiting the rescheduling of manpower to change shifts, or to increase, decrease, initiate, restrict and cancel a shift to suit the needs and requirements of the department.

SECTION 3:

The determination of the daily and weekly work schedules, including starting, ending, lunch and break times of bargaining unit employees shall be established by the Chief of Police subject to approval by the City Manager.

SECTION 4:

Overtime: Any hours worked over 80 in a 14 day pay period shall be paid at time and one-half. Absences from work without pay shall not count as hours worked for the purposes of computing overtime. For computing overtime, approved leave for Workers' Comp/Injury in the line of duty will not be classified as unpaid leave. Compensatory time may be given in lieu of overtime pay. Compensatory time shall be earned at the same rate it would have been paid as overtime. Whether to give compensatory time in lieu of overtime pay, when the officer requests compensatory time, shall be at the discretion of the City. The maximum accrual of compensatory time is 150 hours.

SECTION 5:

On-Call: When an employee is assigned on-call duty, the employee must be available and fit to return for duty promptly. An employee assigned to on-call duty will receive one hour of straight time pay for every twenty-four (24) hours of on-call duty. In the event an employee assigned to on-call duty fails to respond to a call to work or reports unfit to work, he/she will forfeit the on-call pay and will be subject to disciplinary measures up to and including discharge.

SECTION 6:

When a Police Officer is designated the "Officer in Charge" by his supervisor, that Officer shall receive 5% pay increase per hour for those hours served as "Officer in Charge". This pay increase will be placed on the time sheet and approved by the supervisor.

"Officer in Charge" will be re-discussed in year 2024.

SECTION 7:

Standby Compensation: Whenever an employee is placed on standby for 0-3 hours they will be compensated at the rate of 1 hour of straight pay per hour for the first 3 hours. Any hours in excess of 3 hours will be compensated at the rate of 0.25 hours of straight pay with a total maximum of 4 hours of compensation during a 24 hour period. In the event an employee is requested to report to duty, normal overtime rules apply.

**ARTICLE IX
UNIFORM ALLOWANCE**

SECTION 1:

The City agrees to provide, at no cost to the employee, uniforms and equipment necessary for the performance of the employee's duties. The City shall also provide for the cleaning of uniform shirts and trousers at no cost to the employee.

SECTION 2:

The unit representative may submit recommendations for any changes proposed by unit members about uniforms and equipment.

SECTION 3:

The City agrees to reimburse the employee for the reasonable value of any personal property, such as eyeglasses, sunglasses, wrist watch, dental plates, false teeth, or clothing, lost, destroyed or damaged in the course of his or her employment. False teeth shall be repaired or replaced if damaged or destroyed, but in no event will the City pay more than two hundred dollars (\$200.00). All other personal property shall be repaired or replaced at a cost to the City of up to, but not exceeding one hundred dollars (\$100.00). Any personal equipment which is kept in the employee's official vehicle and is used in the performance of the employee's duties shall be replaced or repaired by the City only if the use of such property was previously approved by the Chief of Police.

SECTION 4:

The City shall provide footwear for all uniformed employees at no cost to the employee and shall replace such footwear when the Chief of Police deems it to be unserviceable.

SECTION 5:

The City shall provide a clothing allowance for the assigned investigators of two hundred fifty dollars (\$250.00) per quarter to purchase and maintain clothing appropriate for their work.

**ARTICLE X
HOLIDAYS**

SECTION 1:

The following days shall be designated as paid holidays for all unit members.

NEW YEAR'S DAY	January 1
MARTIN LUTHER KING, JR. DAY	3rd Monday in January
PRESIDENTS' DAY	3rd Monday in February
POLICE MEMORIAL DAY	May 15
MEMORIAL DAY	Last Monday in May
JUNETEENTH	June 19
INDEPENDENCE DAY-	July 4
LABOR DAY	1st Monday in September
VETERANS' DAY	November 11
THANKSGIVING DAY	4th Thursday in November
DAY AFTER THANKSGIVING	Day after Thanksgiving

CHRISTMAS EVE
CHRISTMAS DAY

December 24
December 25

Non-sworn employees shall receive a floating holiday in lieu of Police Memorial Day.

All employees shall receive a "floating holiday" to be used at their discretion. The holiday must be used only during the contract period and is not eligible for sell back.

SECTION 2:

Any employee within the bargaining unit who shall be required to perform work or to render service on any of the above listed holidays shall be compensated at one and one-half (1-1/2) times the employee's regular straight time hourly pay for any hours worked in addition to his/her straight pay for hours worked or the City may elect to schedule the employee to take the hours worked off at another date mutually agreed to by the employee and the City, at the same rates as overtime payment.

Whenever a holiday occurs on an employee's scheduled day off, the City shall schedule the employee to take a day off at another time mutually agreed to, or to compensate him/her at the straight hourly rate of pay to equalize the holiday listed above.

ARTICLE XI EDUCATIONAL TUITION AND BOOKS

The City shall reimburse employees for the cost of tuition and books directly related to advanced educational courses by the employee. Said courses shall be job related or job enhancing as determined by the Chief of Police, and the student/employee must receive a final grade of a "C" or above in the course. Such reimbursement shall be made after the employee completes the course of study and presents documentation of the final grade. Such reimbursement shall be 100% for a grade of "A", 90% for a grade of "B", or 80% for a grade of "C". No reimbursement shall be made for incomplete courses. Reimbursement shall be made for Associate and Bachelor's Degrees only, as required for advancement under the Career Tracks Program and approved by the Chief of Police.

ARTICLE XII INSURANCE

The City shall provide each unit employee with Life and Health insurance at no cost to the employee.

The City shall provide each unit employee with life insurance double the amount of annual salary.

The City shall pay a maximum of 50% toward dependent coverage.

ARTICLE XIII DUES DEDUCTION

SECTION 1:

Any employee covered by this Agreement may authorize a payroll deduction or paying Union or FOP dues (Appendix A - City of Neptune Police Department Dues Deduction

Authorization). Such authorization becomes effective only upon receipt by the City of a fully executed Dues Deduction Form from any employee.

SECTION 2:

This Article covers regular dues and uniform assessments. The City is not required to deduct fines, fees, penalties, or special assessments in accordance with 447.303, Florida Statutes.

SECTION 3:

The City shall not be monetarily liable to the Union or FOP because of any error in complying with this Article. In the event of additions or deletions it will be the Union or FOP's obligation to send the City a current list showing additions or deletions of the names of the employees currently authorizing dues deduction at least thirty (30) days in advance. All remittances are to be deemed correct unless the Union or FOP notifies the City within one week after receipt of same.

The City shall deduct thirty dollars (\$30) per employee that authorizes a deduction to cover state dues for Labor Council and legal defense once per month. The City will remit the amount collected directly to the Florida State Lodge Fraternal Order of Police, Inc., 242 Office Plaza, Tallahassee, Florida, 32301, monthly. The City shall remit once each month the remainder of the dues, less the amount paid directly to the Florida State Lodge Fraternal Order of Police, Inc., and minus \$12.18 service charge, directly to the Treasurer of the Fraternal Order of Police Lodge 17 by the fifteenth (15th) day of the following month. The City will also provide to the Florida State Lodge Fraternal Order of the Police, Inc. and to FOP Lodge 17 an itemized breakdown of the monies collected and paid, organized by employee, at least each month. Remittance is complete when placed in the U.S. Mail, postage prepaid. The City remittance will be deemed correct if the Union does not give written notice to the City within fifteen (15) calendar days of a remittance receipt of its belief with reasons stated therefore, that the remittance is correct.

SECTION 4:

In the event the City deducts from an employee's pay more than the authorization calls for, the employee must look to the Union or FOP and not the City for a refund or adjustment.

The Union or FOP will indemnify, defend, and hold harmless against any liability claims of any kind, suits, orders or judgments brought or issued against the City based on any payroll deductions as provided for in this Article.

**ARTICLE XIV
PERSONAL LEAVE PLAN**

SECTION 1:

Method of Earning and Accruing Personal Leave:

- (a) Employees shall accrue personal leave with pay for straight time hours worked in accordance with the following schedule:

<u>Years of Service</u>	<u>Hours Accrued Per Year</u>
0 months through 4 years	160
5 years through 9 years	184
10 years through 14 years	208

15 years through 19 years	232
20 years through 24 years	256
25 years or more	280

- (b) Employees shall earn leave time based on time worked and time on approved leave with pay.
- (c) Personal leave will be credited to the employee at the rate stated monthly. The leave shall be credited on the last day of the pay period.
- (d) The rate of accrual shall change to the higher rate on the anniversary date of employment.

SECTION 2:

Personal leave shall accrue to a maximum of six hundred forty (640) hours. Employees who have at least 120 hours accumulated may sell back to the City up to eighty (80) personal leave hours four (4) times per year, but only once every 3 months, for a maximum of 320 hours per year.

Employees, when eligible and authorized, may take personal leave for any reason they deem necessary. Personal leave may be taken only from accrued personal leave earned.

Request for personal leave must be submitted in writing at least two (2) weeks in advance for personal leave request of two (2) or more consecutive working/shift days. Request for personal leave of less than two (2) consecutive working/shift days must be submitted as soon as practicable. These advanced notice requirements may be waived by the Chief of Police. Requests for leave of any nature, as provided above, shall not be unreasonably denied.

The minimum amount of personal leave to be taken and charged shall be four (4) hours if another employee must be called into cover a remaining portion a shift. If no employee must be called in to cover the employee taking leave, then the minimum amount of leave that can be taken and charged is one (1) hour. Personal leave will be charged only against an employee's regular workday and shall not be charged for absence on prearranged overtime work, unscheduled call in overtime, or holidays.

Personal Leave Plan will be re-discussed in year 2024.

SECTION 3:

An employee must notify the Police Department as early as possible, and no later than thirty (30) minutes before starting time, the first day the employee is unable to report to work because of illness. The employee will notify the Police Department of the nature of the employee's illness and the approximate amount of time the employee will be absent. Use of personal leave for illness is subject to investigation by the appropriate supervisor. An employee will be counseled whenever a pattern clearly develops where an employee is abusing personal leave taken for illness. (Example: when leave for illness is combined with regular days off more than three (3) times annually.)

Upon resignation or separation in good standing following the completion of at least seven (7) years of service, the employee shall be paid for unused accrued personal leave, up to a maximum of five hundred fifty (550) hours.

Upon resignation or separation of an employee in good standing with less than seven (7) years of service, the employee shall be paid for seventy-five percent (75%) of all unused personal leave on an hour for hour basis.

SECTION 4:

Employees may be granted four (4) hours off without loss of pay as funeral leave to attend the funeral of an employee of the City of Neptune Beach if so authorized by the City Manager.

At the time of a death of a member of the employee's immediate family, the employee may be granted up to five (5) days off without loss of pay as funeral leave, not otherwise chargeable.

**ARTICLE XV
WAGES**

All eligible full-time employees covered by this Agreement shall receive base wage increases as set forth in the salary schedule and career track listed in Appendix B and Appendix C of this Agreement for ~~FY22~~ FY23 – FY25.

**ARTICLE XVI
LINE OF DUTY INJURY**

SECTION 1:

Any employee who sustains a temporary disability as the result of an illness or injury during and arising out of the employee's performance of his or her duties, shall, in addition to the benefit payable under Workers' Compensation, be entitled to the following benefits:

- (a) During the first twenty (20) days of such disability, the employee shall receive his or her full salary, less the amount of money paid under Workers' Compensation.
- (b) The City may, at its exclusive discretion, extend this benefit in increments of twenty (20) days, not to exceed a total of twenty-four weeks, except as noted below.

SECTION 2:

If the employee brings litigation or administrative action under provisions of the Workers' Compensation Act while receiving the above benefits, entitlement to the supplemental benefit shall terminate immediately.

SECTION 3:

The City may require the employee to be examined every (20) days by a medical doctor selected by the City to determine whether the employee should be continued on such leave or return to duty.

SECTION 4:

If an employee fails to return to work due to a disagreement between medical doctor(s) for the employee and the City, the City shall select a third, duly qualified medical doctor who shall resolve the medical disagreement. In resolving the disagreement between the employee's doctor and the

City's doctor, the decision of the third doctor shall be final and not subject to grievance. If such line of duty injury leave continues through the twenty-fourth week following the pay period in which the injury occurred, the supplemental pay shall be terminated. Upon termination of this benefit, the employee shall be entitled to those benefits prescribed by Workers' Compensation, the City pension plan, and the employee's accrued leave. Notwithstanding, the City may, at its exclusive discretion, extend the leave beyond the 24-week limit.

ARTICLE XVII PENSION BENEFITS

Pension benefits and contribution rates will remain status quo for the life of this agreement.

ARTICLE XVIII DRUG TESTING

SECTION 1: DRUGS TO BE TESTED FOR:

When drug and alcohol screening is required under the provisions of this section, a urinalysis test will be given to detect the presence of the following drug groups:

- A. Alcohol (ethyl)
- B. Amphetamines (e.g., speed)
- C. Barbiturates (e.g., Amobarbital, Butabarbital, Phenobarbital, Secobarbital)
- D. Cocaine
- E. Methaqualone (e.g., Quaalude)
- F. Opiates (e.g., Codeine, Heroin, Morphine, Mydromorphone, Hydrocodone)
- G. Phencyclidine (PCP)
- H. THC (Marijuana)

SECTION 2: EMPLOYEE TESTING: GENERAL STANDARDS

- A. The City may require a current employee to undergo drug and alcohol testing if there is reasonable suspicion that the employee is under the influence of drugs or alcohol during work hours. "Reasonable suspicion" means an articulate belief based on specific facts and reasonable inferences drawn from those facts that an employee is under the influence of drugs or alcohol. Circumstances which constitute a basis for determining "reasonable suspicion" may include, but are not limited to:
 - 1. A pattern of abnormal or erratic behavior consistent with drug or alcohol abuse;
 - 2. Information provided by a reliable and credible source;
 - 3. An unexplainable work-related accident;
 - 4. Direct observation of drug or alcohol use; or
 - 5. Presence of the physical symptoms of drug or alcohol use (i.e., glassy or bloodshot eyes, alcohol odor on breath, slurred speech, poor coordination and/or reflexes).

- B. Supervisors are required to detail in writing the specific facts, symptoms, or observations which formed the basis for their determination that reasonable suspicion existed to warrant the testing of an employee. This documentation, including any statement or evidence provided by the employee in response to the allegation, shall be forwarded to the appropriate department head or designee. The department head or designee shall make the final determination as to whether "reasonable suspicion" exists.
- C. If a citizen reports having observed an employee using drugs or abusing alcohol, such observation without corroborating evidence, shall not be construed as "reasonable suspicion" unless the citizen provides a sworn, written statement of his observation to the appropriate supervisor.

SECTION 3: SUPERVISOR TRAINING

The City shall develop a program of training to assist supervisory personnel in identifying drug and alcohol use among employees. Such training will be directed towards helping supervisors recognize the conduct and behavior that gives rise to a reasonable suspicion of drug and alcohol use.

SECTION 4: PRIOR NOTICE OF TESTING

The City shall provide written notice of its drug and alcohol testing policy to all employees. The notice shall contain the following information:

- A. The need for drug and alcohol testing.
- B. The circumstances under which testing may be required.
- C. The procedures for confirming and initial positive drug test result.
- D. The consequences of a confirmed positive test result.
- E. The consequence of refusing to undergo a drug and alcohol test.
- F. The right to explain a positive test result and the appeal procedures available.
- G. The availability of drug abuse counseling and referral services.

SECTION 5: CONSENT

- A. Before a drug and alcohol test is administered employees will be asked to sign a consent form permitting the release of test results to his/her department head and/or the City Manager. This consent form shall provide space for employees to acknowledge that they have been notified of the City's drug testing policy and to indicate current or recent use of prescription or over-the-counter medication.
- B. The consent form shall also set forth the following information:
 - 1. The procedure for confirming an initial positive test result.
 - 2. The consequences of a confirmed positive test result.
 - 3. The right to explain a confirmed positive test result.

4. The consequences of refusing to undergo a drug and alcohol test.

SECTION 6: REFUSAL TO CONSENT

An employee who refuses to consent to a drug and alcohol test when reason suspicion of drug use has been identified is subject to disciplinary action up to and including termination. The reason for the refusal shall be considered in determining the appropriate disciplinary action.

SECTION 7: CONFIRMATION OF TEST RESULTS

- A. An employee whose drug test yields a positive result shall be given a second test using a chromatography/mass spectrometry (GS/MS) test. The second test shall use a portion of the same test sample withdrawn from the employees for use in the first test.
- B. If the second test confirms the positive test results, the employee shall be notified on the results in writing by the appropriate department head or designee. The letter of notification shall identify the substance found and its concentration level.
- C. An employee whose second test confirms the original positive test result may, at the employee's own expense, have a third test conducted on the same sample at a laboratory approved by the City pursuant to section 12 below.

SECTION 8: THE RIGHT TO A HEARING

- A. If an employee's positive test result has been confirmed, the employee is entitled to a hearing before the City Manager. The employee must make a written request for a hearing to the appropriate department head or designee within 15 days of receipt by the employee of the confirmation test results. Employees may be represented by legal counsel, present evidence and witnesses on their behalf, and confront and cross-examine the evidence and witnesses used against them.
- B. No adverse personnel action may be taken against an employee based on a confirmed drug test result unless and until the City Manager finds by a preponderance of the evidence that:
 1. The employee's supervisor has reasonable suspicion to believe that the employee was under the influence of drugs or alcohol while on the job.
 2. The employee's drug test results are accurate.
- C. Within 20 days following the close of the hearing, a brief summary of the facts and evidence supporting that decision.

SECTION 9: MANDATORY EAP REFERRAL

Upon the first confirmed determination that an employee is under the influence of drugs or alcohol, the City may refer the employee to an Employee Assistance Program for assessment, counseling, and rehabilitation. Participation in an EAP may be mandatory, and disciplinary action (including termination) may be taken against an employee for failure to begin or complete an EAP

program. Disciplinary action based on a violation of the City's drug and alcohol policy is not automatically suspended by the employee's participation in an EAP and may be imposed when warranted.

SECTION 10: CONFIDENTIALITY OF TEST RESULTS

All information from an employee's drug and alcohol test is confidential and only the employee's department head and the City Manager are to be informed of test results. The results of a positive drug test shall not be released until the results are confirmed.

SECTION 11: PRIVACY IN DRUG TESTING

Urine samples shall be provided in a private restroom stall or similar enclosure so that the employees may not be viewed while providing the sample. Employees will be given hospital gowns to wear while they are providing samples to ensure that there is no tampering. Street clothes, bags, briefcases, purses, and other containers may not be carried into the test area. The water in the commode shall be colored with blue dye to protect against dilution of the test samples.

SECTION 12: LABORATORY TESTING REQUIREMENTS

All drug and alcohol testing of employees shall be conducted at medical facilities or laboratories selected by the City. To be considered as testing site, a medical facility or lab must submit in writing a description of the procedures that will be used to maintain test samples. Factors to be considered by the City in selecting a testing facility shall include:

- A. Testing procedures which insure privacy to employees consistent with the prevention of tampering.
- B. Methods of analysis which ensure reliable test results, including the use of gas chromatography/mass spectrometry to confirm positive test results.
- C. Chain-of-custody procedures which ensure proper identification labeling, and handling test samples.
- D. Retention and storage procedures which ensure reliable result of confirmatory tests of original samples.

ARTICLE XIX PERSONNEL RECORDS

SECTION 1:

The City shall maintain an official personnel file for each employee of the City. Such files shall be centrally maintained.

SECTION 2:

- A. The only personnel records that may be used as a basis for official action are those which may appear in the official City personnel file.

1. Formal Counselings cannot be used against a member for progressive disciplinary purposes after one year from date of issuance.
2. Sustained Written Reprimands without suspension cannot be used against a member for progressive discipline purposes after three years from the date of case disposition.
3. Sustained Written Reprimands with suspension cannot be used against a member for progressive discipline purposes after five years from the date of a case disposition.

SECTION 3:

The rights of an employee to inspect any and all records of the City, as provided in Chapter 119, Florida Statutes, shall not be abridged.

SECTION 4:

Employees shall be permitted to submit a written rebuttal to any disciplinary action within five (5) calendar days after receipt of such action. Such a written rebuttal shall be in addition to any appeal rights provided under Article V, Grievance Procedure.

SECTION 5:

Employees shall be notified at the earliest practicable time following the request by a private citizen to review the official personnel file of the employee.

**ARTICLE XX
LONGEVITY**

All full-time employees covered by this Agreement shall receive Twenty-five (\$25.00) dollars per month wage increase for each five (5) years of continuous service with the Neptune Beach Police Department up to thirty-five (35) years.

**ARTICLE XXI
SEVERABILITY AND WAIVER**

SECTION 1:

In the event any article, section, portion, or clause of this Agreement should be held invalid or unenforceable by any court of competent jurisdiction, such decision shall apply only to specific Article, Section, clause or other provision therein specified in the court's decision. Upon any such judicial determination, the City and the Union or FOP will promptly negotiate to reach an agreement upon a substitute for the provisions found to be invalid.

SECTION 2:

The exercise or non-exercise of the rights covered by this Agreement by the City or the Union or FOP shall not be deemed to waive any such right to exercise them in the future.

**ARTICLE XXII
APPENDIXES**

The Appendixes hereto attached will be considered part of the contract.

**ARTICLE XXIII
CONTRACT CONSTITUTES ENTIRE AGREEMENT OF THE PARTIES**

The parties acknowledge and agree that during the negotiations which resulted in this Agreement, each has had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter included by law within the area of collective bargaining and that all the understandings and agreements arrived at by the parties after the exercise of the right and opportunity are set forth in this Agreement.

Therefore, the City and Union or FOP, for the life of this Agreement, each voluntarily and unqualifiedly waived the right to require further collective bargaining, and each agree that the other shall not be obligated to bargain collectively with respect to any matter or subject not specifically referred to or covered by this Agreement, whether or not such matters have been discussed, even though such subject matters may not have been within the knowledge or contemplation of either or both parties at the time that they negotiated or signed this Agreement.

This Agreement contains the entire contract, understanding, undertaking, and agreement of collective bargaining for and during its term, except as may be otherwise specifically provided herein.

**ARTICLE XXIV
UNION REPRESENTATIVES AND ACTIVITIES**

SECTION 1:

The Union shall notify the Employer's Human Resources Department in writing of the names of all officers and representatives.

SECTION 2:

The Employer shall recognize Union representatives as authorized by the President of the Union as reflected on the submitted list per Section 1 of this Article. The Employer shall recognize up to a maximum of three (3) Union representatives from the certifying bargaining agent for the conducting of labor- management relations between the Employer and Union.

SECTION 3:

The Union president or representatives may use up to a maximum of a total combined one (1) hour during a working day for investigating written grievances which have been formally filed, provided the City Manager is first notified of the investigation, and provided further that such absence would not unduly hamper the operation where the President or representative is employed additional time may be granted with prior management approval.

SECTION 4:

There shall be no solicitation on City property during working time. Working time is defined as time either the employee soliciting, or the employee being solicited is scheduled to work.

SECTION 5:

A mutually agreed upon amount of leave shall be approved by the City Manager and Union President to be used for conferences, seminars training, etc. for use by FOP Officers.

**ARTICLE XXV
DURATION MODIFICATION AND TERMINATION**

The Agreement shall be effective on October 1, ~~2021~~ **2022**, and shall continue in full force and effect until September 30, ~~2022~~ **2025**.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their respective employees and representatives hereunto duly authorized, this ____ day of _____, 2022.

THE FLORIDA STATE LODGE
FRATERNAL ORDER OF POLICE, INC.

CITY OF NEPTUNE BEACH

By: _____
Juanita J.J. Dixon, Staff Representative

By: _____
Joseph Dzamko, Labor Council Chairman
Neptune Beach

By: _____
Stefen A.B. Wynn, City Ma

Approved this ____ day of _____, 2022.

By: _____
Elaine Brown, Mayor

Attest: _____
Catherine Ponson, City Clerk

(CITY SEAL)

APPENDIX A

**CITY OF NEPTUNE BEACH
POLICE DEPARTMENT**

DUES DEDUCTION AUTHORIZATION

TO: Finance Director

The undersigned hereby authorizes the City to deduct \$_____per pay period from my salary from the City of Neptune Beach and pay the same to the FLORIDA STATE LODGE FRATERNAL ORDER OF POLICE, INC., until further notice by me. All previous authorizations are hereby revoked.

My Social Security No. is: _____

Signature of Employee

Name of Employee (Print or Type)

EFFECTIVE DATE: _____

APPENDIX B

BASIC RECRUIT - Hired upon the start or successful completion of the Recruit Academy. An Officer remains in this category and cannot advance within Career Tracks until six (6) months of service is completed from the date of hire.

PUBLIC SAFETY OFFICER I

Public Safety Officer I. is maintained until 700 points are accumulated, FTO is successfully completed and three (3) years service is completed. When points and criteria have been attained, along with competent or above competent evaluations, the officer moves to Public Safety Officer II.

The mandatory training and cumulative points to be earned for advancement through the Degrees of this Grade are:

First Degree - Officer must complete certification as a radar operator and attain 200 points.

Second Degree - Officer must complete a 40-hour training course approved by the Chief of Police and attain 400 points.

Third Degree - Officer must complete a 40-hour training course approved by the Chief of Police and attain 600 points.

PUBLIC SAFETY OFFICER II

At this level the officer receives training in investigation and arrest plus training in the officer's choice of specialized instruction that will assist the agency (Crime Prevention Specialist, School Resource Officer, etc.) The officer also begins working on an associate degree. When 1500 points have been attained along with the required training (This includes all those points acquired as a Public Safety Officer I), competent or above evaluations and completion of ten (10) years of service, the officer may move to Public Safety Officer III.

The mandatory training and cumulative points to be earned for advancement through the Degrees of this Grade are:

First Degree - Officer must complete a 40-hour training course approved by the Chief of Police and attain 700 points.

Second Degree - Officer must complete an advanced 40-hour training course approved by the Chief of Police and attain 800 points.

Third Degree - Officer must complete an advanced 40-hour training course approved by the Chief of Police and attain 900 points.

Fourth Degree - Officer must complete an advanced 40-hour training course approved by the Chief of Police and attain 1000 points.

Fifth Degree - Officer must complete an advanced 40-hour training course approved by the Chief of Police and attain 1100 points.

Sixth Degree - Officer must complete Case Preparation and Court Presentation (40 hours) or Criminal Law (40 hours) and attain 1200 points.

Seventh Degree - Officer must complete Crime Scene Procedures (40 hours) or Interviews and Interrogations (40 hours) and attain 1300 points.

PUBLIC SAFETY OFFICER III

At this level the officer will be able to conduct follow-up investigations and continues working towards an associate degree. In addition, they begin to develop specialized skills in such area as drug enforcement, evidence gathering, and crime prevention. To advance to Public Safety Agent I, 2100 points are needed along with the required training, competent or above competent evaluations, six (6) years of service and an associate degree or 60 semester hours of approved college credits. The officer will also have to demonstrate competency in investigations by presenting his three (3) most recent, proficient investigations to a panel of Supervisors.

The mandatory training and cumulative points to be earned for advancement through the Degrees of the Grade are:

First Degree - Advanced Report Writing and Review (40 hours) or its equivalent successor course and attain 1500 points.

Second Degree - Narcotics Identification and Investigation (40 hours) and attain 1700 points.

Third Degree - Sex Crimes Investigation (40 hours) and attain 1900 points.

Fourth Degree - Human and Community Relations (40 hours) and attain 2100 points.

PUBLIC SAFETY AGENT I

Agents begin to learn leadership styles and work towards completing a bachelor's degree. They will conduct investigations into felony crimes. They may serve as first line supervisor and field training officer. To advance to Public Safety Agent II, the Public Safety Agent I shall have seven (7) years of service, must attain 3200 points along with the required training, shall be working towards a bachelor's degree from an educational institution that is acceptable to the Chief of Police, and have competent or above competent evaluations.

The required training at this level is: Line Supervision

PUBLIC SAFETY AGENT II

At this level the agent will become proficient in the areas of service, operations and administration. The mandatory training and education credit hours to be earned for advancement through the Degrees of this Grade are:

First Degree – Ninety (90) Semester credit hours that apply towards a bachelor's degree in job related or job enhancing courses as determined by the Chief of Police. The courses shall be from an institution of higher education that is acceptable to the Chief of Police. The required training is:

Instructor Techniques

Second Degree- Graduation with a bachelor's degree from an institution of higher education that is acceptable to the Chief of Police along with training in the following:

Middle Management (40 hrs.)

SUPERVISORY GRADES AND DEGREES

Note: Current Standard Operating Procedure requires an Associate Degree or 60 credit hours toward a BA/BS Degree to be eligible for promotion.

PUBLIC SAFETY MASTER/SERGEANT I

At this level the Sergeant is a seasoned supervisor. The supervisor will learn additional leadership styles and be working towards completing a bachelor's degree. The person in this position is expected to maintain competent or above competent evaluations along with a high level of proficiency in supervision and law enforcement operations.

The mandatory training and cumulative points to be earned for advancement through the Degrees of this Grade are:

First Degree - Middle Management or an advanced 40-hour training course approved by the Chief of Police and attain 2200 points.

Second Degree - Executive Development or an advanced 40-hour training course approved by the Chief of Police and attain 2400 points.

Third Degree - Building and Maintaining a Sound Behavioral Climate or an advanced 40-hour training course approved by the Chief of Police and attain 2600 points.

PUBLIC SAFETY MASTER/SERGEANT II

At this level the supervisor will complete his/her Bachelor's degree.

The mandatory education credit hours to be earned for advancement through the Degrees of this Grade are:

First Degree - Ninety (90) Semester credit hours that apply towards a Bachelor's degree in job related enhancing courses as determined by the Chief of Police. The courses shall be from an institution of higher education that is acceptable to the Chief of Police.

Second Degree - Graduation with a Bachelor's degree from an institution of higher education that is acceptable to the Chief of Police.

APPENDIX C

NOTES:

1. All officers will be compensated in accordance with the Career Tracks program contained in this Agreement. No officer is entitled to a pay increase more than what the Compensation Schedule indicates. If officers in a class are presently receiving more than the Compensation Schedule indicates for their present level, their salary will not be reduced, however, they will not be eligible for an increase in salary within the career tracks system until they progress to a Degree in the Career Tracks Program that pays a higher salary.
2. Sworn personnel will be able to advance one (1) step, if available, within the career tracks system provided the criteria for the advancement has been met.
3. In the event an educational class specifically listed is not readily available for an officer to use for advancement, a class may be substituted if pre-approved by the Chief of Police before the class is taken. The approval for a substitution class will not be unreasonably denied.
4. Field Training Officers (FTO's), and Communication Training Officers (CTO's), will receive ~~one (1)~~ **three (3)** hours of overtime pay for each work day they are training employees who are entered into their respective training programs.
5. Night Shift Differential: When an employee who is assigned to work between the hours of 1900 – 0600, and works 6 or more hours during that time period, they shall be compensated at a rate of 1.75%.

NON-SWORN PERSONNEL

~~Non-sworn personnel will be eligible to receive up to a 4% merit raise on their employment anniversary based on yearly satisfactory performance evaluations.~~

Non-sworn personnel will receive no merit raise increase for year 2023, and the merit raise will be rediscussed for years 2024 and 2025.

CAREER TRACKS POINT SYSTEM

CRITERIA	POINTS
Basic Recruit School	400 points
Approved in-service training	1 point per hour
College semester hour	15 points per hour
College quarter hour	10 points per hour
Firearms qualification	
PASS	6 points
FAIL	0 points
In-house training/meetings	5 points per meeting
Performance evaluations:	
Below competent performance evaluation	0 points
Competent evaluation	25 points
Above competent evaluation	40 points
Job related physical ability test events	2 points per event
Successfully completed	
Successful completion of the	
FDLE physical ability test	10 points
Completion of Fire Fighter certification	30 points
Seniority	35 points per year to Beginning of program

COMPENSATION FOR SWORN OFFICERS

Non-Supervisory Personnel

Rank	Degrees	FY 2022 (For Reference) 9% Salary	FY 2023 9% Salary	FY 2024 Reopener Salary	FY 2025 Reopener Salary
Basic Recruit (0-6 months) Service		\$44,205.00	\$48,183.00	Reopener	Reopener
PSO I	Minimum Service to enter PSO I is six (6) months.				
	1st	\$47,352.00	\$51,614.00	Reopener	Reopener
	2nd	\$49,245.00	\$53,677.00	Reopener	Reopener
	3 rd	\$51,212.00	\$55,821.00	Reopener	Reopener
PSO II	Minimum Service to enter PSO II is Three (3) years.				
	1st	\$53,185.00	\$57,972.00	Reopener	Reopener
	2nd	\$55,153.00	\$60,117.00	Reopener	Reopener
	3rd	\$57,124.00	\$62,265.00	Reopener	Reopener
	4th	\$59,097.00	\$64,416.00	Reopener	Reopener
	5th	\$61,065.00	\$66,561.00	Reopener	Reopener
	6th	\$63,034.00	\$68,707.00	Reopener	Reopener
	7th	\$65,006.00	\$70,857.00	Reopener	Reopener
PSO III	Minimum Service to enter PSO III is Ten (10) years.				
	1st	\$66,975.00	\$73,003.00	Reopener	Reopener
	2nd	\$68,944.00	\$75,149.00	Reopener	Reopener
	3rd	\$70,877.00	\$77,256.00	Reopener	Reopener
	4th	\$75,072.00	\$81,828.00	Reopener	Reopener
PSA I	Minimum Service to enter is Six (6) years.				
	*	\$77,321.00	\$84,280.00	Reopener	Reopener
PSA II	Minimum Service to enter is Seven (7) years.				
	1st	\$79,919.00	\$87,112.00	Reopener	Reopener
	2nd	\$81,868.00	\$89,236.00	Reopener	Reopener

Supervisory Personnel

Rank	Degrees	FY 2022 (For Reference) 9% Salary	FY 2023 9% Salary	FY 2024 Reopener Salary	FY 2025 Reopener Salary
PSM/S I	1st	\$84,676.00	\$92,297.00	Reopener	Reopener
	2nd	\$87,219.00	\$95,069.00	Reopener	Reopener
	3rd	\$89,834.00	\$97,919.00	Reopener	Reopener
PSM/S II (BA/BS Degree Required)	1st	\$92,527.00	\$100,854.00	Reopener	Reopener
	2nd	\$95,269.00	\$103,843.00	Reopener	Reopener

Beginning/New Hire Compensation for Non-Sworn Positions

Records Clerk/Dispatch/Services Officer:	\$37,648.00	\$41036.00	Reopener	Reopener
	\$39,540.00	\$43099.00**	Reopener	Reopener

**Increased after Six (6) months of Satisfactory Service



Agenda Item # 10B
Surplus Vehicles

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

AGENDA ITEM:	Approval of Surplus Vehicles
SUBMITTED BY:	Police Chief Richard Pike
DATE:	September 2, 2022
BACKGROUND:	<p>The NBPD is requesting two vehicles listed below to be declared surplus:</p> <ol style="list-style-type: none"> 1. 2008 Ford Sport-Trac 2. 2009 Chevrolet Suburban <p>The vehicles are in poor condition and repair is not cost effective.</p> <p>The exact value is not known, however, they could sell for over \$10,000 at auction.</p>
BUDGET:	
RECOMMENDATION:	Consider approval of the 2008 Ford Sport-Trac and 2009 Chevrolet Suburban as surplus for placement on GovDeals
ATTACHMENT:	Surplus Form

