



**AGENDA**  
**Special and Workshop City Council Meeting**  
**Monday, September 19, 2022, 6:00 P.M.**  
**Council Chambers, 116 First Street, Neptune Beach, Florida**

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. PUBLIC COMMENTS
- PH* 3. ORDINANCE NO. 2022-04, SECOND 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. 3
- PH* 4. ORDINANCE NO. 2022-05, SECOND 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. 6
- PH* 5. ORDINANCE NO. 2022-06, SECOND 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. 83
6. CONSIDERATION OF APPROVAL OF QUOTE FOR NEPTUNE BEACH SENIOR ACTIVITY CENTER COMPLETION
7. COUNCIL COMMENTS
8. ADJOURN

**WORKSHOP CITY COUNCIL MEETING IMMEDIATELY FOLLOWING**  
**THE ABOVE SPECIAL MEETING**

1. CALL TO ORDER / ROLL CALL
2. AWARDS / PRESENTATIONS / RECOGNITION OF GUEST
  - A. George Bull Presentation for Donation of Land to the North Florida Land Trust
3. DEPARTMENTAL SCORE CARD p. 87
4. COMMITTEE REPORTS
  - A. Charter Review
  - B. Finance
  - C. Land Use and Parks
  - D. Transportation and Infrastructure Planning
5. PUBLIC COMMENTS

6. PROPOSED ORDINANCES / NONE
7. CONTRACTS / AGREEMENTS / NONE
8. ISSUE DEVELOPMENT / NONE
9. PUBLIC COMMENTS
10. COUNCIL COMMENTS
11. ADJOURN

Please register for **Special and Workshop City Council Meeting** on Monday, **September 19, 2022 6:00 PM EST** at:

**<https://attendee.gotowebinar.com/register/6487003580950971915>**



Residents attending public meetings can use the code **ZP43** to validate their parking session at no cost. After 5:30 on the date of the meeting, follow these steps:

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."



INTRODUCED BY:

ORDINANCE NO. 2022-04

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 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 "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 2022-2023 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, and ending September 30, 2023; 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, and ending September 30, 2023, as follows:

- A. There is hereby levied on all nonexempt property within the City of Neptune Beach an ad valorem tax of 3.3656 mills for operational purposes, and an ad valorem tax of 0.0000 mills for debt service, making a total of 3.3656 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 returned by the Duval County Property Appraiser as shown in the 2022 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 9.53 percent more than the "rolled-back rate," 3.0727, which represented the "percentage increase in property taxes" according to the characterization ascribed to said percentage by Florida law.

**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 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 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	YES
Councilor Lauren Key	YES
Councilor Nia Livingston	YES
Councilor Josh Messinger	YES

Passed on First Reading this 7<sup>th</sup> 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 19<sup>th</sup> day of September, 2022.

\_\_\_\_\_  
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 2021-2022 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, 2022.

**VOTE RESULTS OF FIRST PUBLIC HEARING AND READING:**

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

Passed on First Reading this 7<sup>th</sup> 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 19<sup>th</sup> day of September, 2022.

\_\_\_\_\_  
Elaine Brown, Mayor

ATTEST:

\_\_\_\_\_  
Catherine Ponson, CMC  
City Clerk

Approved as to form and contents

\_\_\_\_\_  
Zachary R. Roth, City Attorney

# 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

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# City of Neptune Beach



Stefen Wynn, M.P.A.  
City Manager

September 19, 2022

Honorable Mayor and City Council  
City of Neptune Beach  
116 First Street  
Neptune Beach, Florida 32266

RE: City Manager's Budget Message and Transmittal of Proposed Budget for Fiscal Year 2023

Mayor and Councilors,

I'm proud of the hard work that the City's Team put into completing the FY-2023 Budget. I'm pleased to offer its submission for your consideration. The document includes revenues and expenditures necessary to maintain the current levels of municipal services. Due to receiving American Rescue Plan Act (ARPA) funding during FY-2022 and not exhausting all funds in the past fiscal year, the appropriated fund balance will appear inflated. This is a reappropriation of ARPA funding to cover capital expenditures in both Non-Departmental within the General Fund and within the Water & Sewer Enterprise Utility Fund.

The following document includes revenues and expenditures necessary to maintain and, in some areas, improve the current levels of municipal services. The FY-2023 budget reflects no increase to the millage rate of 3.3656. However, maintaining the millage rate is higher than the rolled-back rate of 3.0727, and as such, must be presented as a 'Tax Levy Increase'.

In planning for the FY-2023 Budget, a conservative approach was taken for forecasting and estimating revenues. Staff also considered the actual revenue received since 2018 and used that data to help determine a better forecast for revenue in the FY-2023 Budget.

Approving an annual budget is the most important decision you make as an elected City official. Especially since it determines staffing levels for City services, and it provides funding for equipment and supplies for operations. The Budget serves as the primary planning document for the operation and management of the City of Neptune Beach.

The City of Neptune Beach will operate within eighteen (18) separate funds, which makes municipal budgeting and accounting considerably different from that in the private sector. Although, the City may, in most cases, legally transfer money from one fund to another, each fund is a separate accounting entity with assets, liabilities and equity, revenues and expenditures. Consequently, there are eighteen (18) separate balance sheets and income statements.

116 First Street • Neptune Beach, Florida 32266-6140  
(904) 270-2400 x 31 • FAX (904) 270-2526

Wastewater Treatment Facility into compliance with the consent order issued by the Florida Department of Environmental Protection.

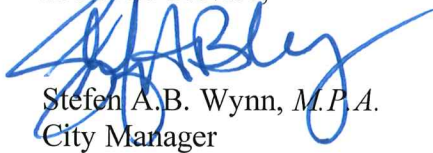
The City will continue to prioritize and strategically plan infrastructure improvements in FY-2023 through the Transportation and Infrastructure Planning (TIP) Committee. The TIP Committee will help to develop a (Strategic) Capital Improvement Plan to address the growing list of aging infrastructure within the City.

This budget includes a 9% increase in wages for all employees, except the City Manager, in order to remain competitive in retaining and attracting qualified employees in all departments. A salary study was conducted during collective bargaining agreement negotiations that compared salaries for all departments to surrounding and comparable communities.

This budget also begins to staff a shortfall of employees at the Public Works Department that have been lost to either attrition or otherwise vacated since 2018. Offering competitive compensation will greatly assist in the endeavor to become fully-staffed in all departments of the City.

We believe that this budget is an accurate depiction of the cost to continue making progress on the City's goals for the upcoming fiscal year.

In Public Service,



Stephen A.B. Wynn, *M.P.A.*  
City Manager

# 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

# CITY OF NEPTUNE BEACH, FLORIDA

## Background

The City of Neptune Beach was organized under Section 6 of Chapter 15356 Laws of Florida, 1931 and is currently governed as a municipal corporation under the Home Rule Charter of the City of Neptune Beach, Florida adopted by Laws of Florida Chapter 88-481, effective October 1, 1988.

Since 1989 the City has operated under an elected Mayor-Council form of government. The City Council is responsible for enacting the ordinances and resolutions that govern the City. The Mayor presides over public meetings and ceremonial events. The Council appoints the City Manager. As Chief Executive Officer, the City Manager is charged with the enforcement of all ordinances and resolutions passed by the Council. Department heads for Public Safety, Public Works and Finance are recruited by the City Manager. By special referendum the City Clerk became an appointed position in October 1999. The City Clerk is appointed by the City Council and serves as Clerk to the Council and is charged with the custody of all public records.

The City of Neptune Beach is located on Duval County's barrier island, adjacent to the Atlantic Ocean. The structure of government with the consolidated City of Jacksonville (Duval County) makes an uncommon relationship between the City of Neptune Beach and its county government. As an entity, the City of Neptune Beach exists as approximately 2.25 square miles bounded on the east by the Atlantic Ocean, the west by the Intra-Coastal Waterway, the north by Atlantic Beach and the south by Jacksonville Beach.

Since its inception in 1931, the City of Neptune Beach has grown to have a population of approximately 7,500. That growth is nearing its maximum capacity due to build-out of all available land. Less than 5% of the City's area is non-residential. A portion of that 5% includes two schools and six churches within the City limits.

Lacking industrial development, the limited commercial district is primarily retail, with restaurants occupying a considerable percentage of the commercial base. Neptune Beach is primarily a residential community. Tourism is minimal due to the residential character of the City and limited motel accommodations. Town Center, the central business district joining Atlantic Beach and Neptune Beach at Atlantic Boulevard and the ocean, was completed in fiscal year 2001 transforming parking, lighting, landscaping, and brick-laid walkways.

The overall economic outlook for the City continues to mirror the economy of Florida.

# CITY OF NEPTUNE BEACH, FLORIDA

## General Budgetary Principles

The annual budget is the primary financial planning tool for the City. It sets forth management's estimate of available resources and describes the way in which those resources will be expended. Like any plan, the budget is carefully monitored throughout the year to identify and address material variances. Since no plan can accurately predict all future events, management must have sufficient flexibility to make adjustments during the year without altering the general intent of the City Council as reflected in the adopted budget. The rules set forth below are intended to provide that control and flexibility.

- Formal budgetary integration is employed as a management control device during the year for the General Fund and the Special Revenue Funds. Formal budgetary integration is not employed for Debt Service or Enterprise Funds.
- The City maintains the legal level of budgetary control at the fund level in the General Fund and at the fund level for all other funds. Total expenditures for each fund may not exceed appropriations without approval by Council.
- The City Manager is authorized to transfer budgeted amounts between accounts within a fund. At any time during the year, the City Manager may transfer unencumbered appropriated balances among line items within one department, or between departments within the same fund, provided that such transfer does not exceed the total appropriation for that fund.
- In the event that uncontrollable circumstances cause deviations from budget in an amount greater than that which can be remediated through line item transfer, flexibility and relief are provided by budget amendment procedures as established by Florida Statutes. These statutes give the City Council the authority to adopt a budget and modify it as necessary during the fiscal year.
- The City also maintains an encumbrance accounting system to assist in budgetary control. At year-end, outstanding encumbrances are recorded as reservations of fund balance.

# CITY OF NEPTUNE BEACH, FLORIDA

## Budget Process

The budget process begins in April and ends in September. Through a series of discussions, workshops, and public meetings, the City’s level of service goals and anticipated revenues and expenditures for the next fiscal year are developed. Revenue is projected from historical data, estimates, and statistical trends available from City records and outside sources. Expenditures are estimated based on cost analyses, expected needs, and historical data produced by the finance and operating departments. The budget process also produces the related Five-Year Capital Improvement Plan.

A summary of the timing and principal steps in the budget process follows:

April - May	<p>City Manager establishes service level goals and broad citywide objectives for the upcoming budget year.</p> <p>The Finance Department reviews and prepares the necessary forms and instructions and distributes them to the individual departments.</p>
May - June	<p>City Manager meets with Department Heads to review budget requests.</p> <p>Department Heads return budget requests to the Finance Department for review and compilation of preliminary budget document.</p>
June - August	<p>City Manager adopts the Not To Exceed millage rate.</p> <p>City Manager and Chief Financial Officer present proposed budget to the City Council for review.</p>
September	<p>City Council conducts two public hearings to present the proposed budget in the form of an ordinance, in compliance with the Truth in Millage statute. These hearings provide citizens with additional opportunities to express their views about the proposed budget.</p> <p>At the second hearing, the budget ordinance is adopted.</p>



# FUNDS

## General Fund

The General Fund is used to account for the resources devoted to financing the general services that a City performs for its citizens, such as police, building and zoning, maintenance of streets and roads, and other services. Property taxes, sales taxes, franchise fees, fines and other sources of revenue used to finance the fundamental operations of the City are included in the General Fund. The General Fund is also charged with all the costs of operating the government for which a separate fund has not been established.

The financial resources of the General Fund are expended for current operations. Debt service and large capital projects are recorded in the Debt Service Fund and Capital Projects Fund respectively.

## NOTICE OF PROPOSED TAX INCREASE

**The City of Neptune Beach has tentatively adopted a measure to increase its property tax levy.**

**Last year's property tax levy:**

A. Initially proposed tax levy	\$	3,466,929
B. Less tax reductions due to Value Adjustment Board and other assessment changes.	\$	<u>7,710</u>
C. Actual property tax levy	\$	<u><u>3,459,219</u></u>

<b>This year's proposed tax levy</b>	<b>\$</b>	<b><u><u>3,808,513</u></u></b>
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All concerned citizens are invited to attend a public hearing on the tax increase to be held on:

**Monday, September 19, 2022  
6:00 P.M.  
at  
Neptune Beach City Hall  
116 First Street  
Neptune Beach, FL 32266**

**A FINAL DECISION on the proposed tax increase and the budget will be made at this hearing.**

**BUDGET SUMMARY**  
**CITY OF NEPTUNE BEACH, FLORIDA - FISCAL YEAR 2022-2023**

\*THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CITY OF NEPTUNE BEACH ARE 12.7%  
 MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES

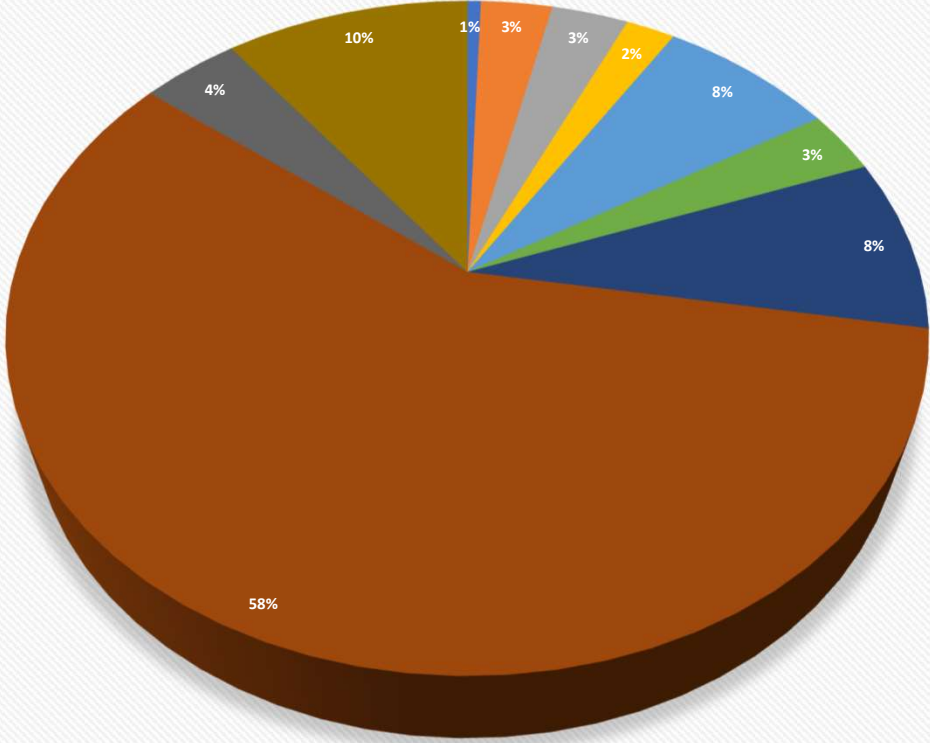
General Fund	3.3656	GENERAL FUND	SPECIAL REVENUE	DEBT SERVICE	ENTERPRISE FUNDS	TRUST & AGENCY FUNDS	TOTAL ALL FUNDS
<b>ESTIMATED REVENUES:</b>							
Taxes:	<b>Millage per \$1,000</b>						
<b>Ad Valorem Taxes</b>	<b>3.3656</b>	\$ 3,808,513					\$ 3,808,513
Sales and Use Taxes		\$ -	\$ 946,040				\$ 946,040
Franchise and Utility Taxes		\$ 599,650					\$ 599,650
Charges for Services		\$ 12,720	\$ 72,660		\$ 7,980,700		\$ 8,066,080
Grants and Contributions		\$ -	\$ 83,012				\$ 83,012
Fines and Forfeitures		\$ 27,425	\$ 20,952				\$ 48,377
License & Permits		\$ 228,500					\$ 228,500
Intergovernmental		\$ 1,390,450					\$ 1,390,450
Interest Income		\$ 200			\$ 2,500		\$ 2,700
Miscellaneous		\$ 114,157	\$ 65,000				\$ 179,157
<b>TOTAL SOURCES</b>		\$ 6,181,615	\$ 1,187,664	\$ -	\$ 7,983,200	\$ -	15,352,479
Transfers In		1,604,278			3,913,005		5,517,283
Fund Balances/Reserves/Net Assets		1,671,960	131,835	0	5,388,698	9,457,853	16,650,346
<b>TOTAL REVENUE, TRANSFERS, &amp; BALANCES</b>		\$9,457,853	\$1,319,499	\$0	\$17,284,903	\$9,457,853	\$37,520,108
<b>EXPENDITURES</b>							
General Government		1,708,778			797,697		2,506,475
Public Safety		4,206,143	18,102				4,224,245
Public Works		749,921	357,380		11,079,805		12,187,106
Culture and Recreation		600,050	76,040				676,090
Debt Services							0
<b>TOTAL EXPENDITURES</b>		\$ 7,264,892	\$ 451,522	\$ -	\$ 11,877,502	\$ -	\$ 19,593,916
Transfers Out					330,000		330,000
Fund Balances/Reserves/Net Assets		2,192,961	867,977	0	5,077,401	9,457,853	17,596,192
<b>TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES &amp; BALANCES</b>		\$9,457,853	\$1,319,499	\$0	\$17,284,903	\$9,457,853	\$37,520,108

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD.

ACCOUNT	DESCRIPTION	BUDGET	
		FY2022	FY2023
<b>General Fund</b>			
001-0000-311-10-00	REAL PROPERTY TAXES		
001-0000-311-10-10	REAL PROPERTY TAXES	\$ 3,227,822.00	\$ 3,742,596
001-0000-311-10-20	PERSONAL PROPERTY TAXES	\$ 55,761.00	\$ 65,917
001-0000-311-20-10	DELINQUENT REAL PROPERTY	\$ 10,000.00	\$ -
	<b>Subgroup : [311] Taxes</b>	<b>\$ 3,293,583.00</b>	<b>\$ 3,808,513</b>
<b>General Fund</b>			
001-0000-313-10-00	JAX BEACH ELEC. FRANCHISE	\$ 220,000.00	\$ 220,000.00
001-0000-313-40-00	GAS FRANCHISE	\$ 1,400.00	\$ 1,400.00
001-0000-313-60-00	SANITATION FRANCHISE	\$ 128,400.00	\$ 125,500.00
001-0000-314-20-00	TELECOMMUNICATIONS TAX	\$ 242,400.00	\$ 252,750.00
	<b>Subgroup : [323] Franchise Fees</b>	<b>\$ 592,200.00</b>	<b>\$ 599,650.00</b>
<b>General Fund</b>			
001-0000-321-10-00	PROFESSIONAL/OCCUPATIONAL. LICENSES	\$ 20,000.00	\$ 30,000.00
001-0000-322-10-00	BUILDING PERMITS	\$ 181,000.00	\$ 150,000.00
001-0000-322-20-00	PLAN REVIEW FEES	\$ 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	\$ -	\$ -
001-0000-329-10-00	INSPECTION FEES	\$ 1,000.00	\$ 2,500.00
	<b>Subgroup : [322] Licenses and Permits</b>	<b>\$ 250,023.85</b>	<b>\$ 228,500.00</b>
<b>General Fund</b>			
001-0000-331-20-00	Federal Grant - Public Safety	\$ -	\$ -
001-0000-332-10-00	ARPA Funding	\$ 3,635,695.92	\$ -
001-0000-334-40-10	DISASTER RELIEF FUNDING/FEMA FUNDING	\$ -	\$ -
001-0000-335-11-20	11 CENT CIG. TAX/REV. SHARING	\$ 181,360.00	\$ 180,000.00
001-0000-335-15-00	ALCOHOLIC BEVERAGE. LICENSES	\$ 10,300.00	\$ 8,800.00
001-0000-335-18-00	LOCAL HALF CENT SALES TAX	\$ 856,800.00	\$ 785,000.00
001-0000-335-19-00	MOTOR FUEL TAX REBATE	\$ 2,400.00	\$ 2,400.00
001-0000-337-20-12	FDOT GRANT	\$ 40,000.00	\$ 37,500.00
001-0000-337-20-30	911 USER FEES	\$ 89,848.98	\$ 99,250.00
001-0000-337-30-20	FLORIDA BLVD. MAINTENANCE	\$ 20,327.52	\$ 37,500.00
001-0000-337-70-10	LIFEGUARD/BEACH CLEAN-UP	\$ 250,740.00	\$ 240,000.00
001-0000-338-20-00	COUNTY OCCUPATIONAL TAX	\$ -	\$ -
	<b>Subtotal [330] Intergovernmental Revenue</b>	<b>\$ 5,087,472.42</b>	<b>\$ 1,390,450.00</b>
<b>General Fund</b>			
001-0000-341-20-10	BOARD OF APPEALS FEES	\$ 1,500.00	\$ 1,500.00
001-0000-341-20-20	PLANNING REVIEW BOARD FEE	\$ 3,500.00	\$ 3,500.00
001-0000-341-20-30	SALE OF MAPS/PUBLICATIONS	\$ -	\$ -
001-0000-341-20-40	LIEN LETTERS	\$ 8,200.00	\$ 7,000.00
001-0000-341-20-45	NOTARY FEES	\$ -	\$ -
001-0000-341-20-50	COPIES	\$ 500.00	\$ 500.00
001-0000-341-20-60	ID & FINGERPRINT CHARGES	\$ 100.00	\$ 50.00
001-0000-341-20-90	ZONING VERIFICATION CHARGES	\$ 360.00	\$ 100.00
001-0000-341-55-00	ELECTION QUALIFYING FEES	\$ -	\$ -
001-0000-342-90-20	INCIDENT REPORTS	\$ 70.00	\$ 70.00
	<b>Subgroup : [341] Charges for Services</b>	<b>\$ 14,230.00</b>	<b>\$ 12,720.00</b>

ACCOUNT	DESCRIPTION	BUDGET	
		FY2022	FY2023
<b>General Fund</b>			
001-0000-351-10-00	COURT FINES	\$ 35,000.00	\$ 15,000.00
001-0000-354-10-00	PARKING TICKETS	\$ 18,000.00	\$ 8,200.00
001-0000-354-20-00	ALARM VIOLATIONS	\$ 25.00	\$ 25.00
001-0000-354-30-00	ANIMAL CONTROL VIOLATIONS	\$ 3,000.00	\$ 2,200.00
001-0000-354-40-00	CODE ENFORCEMENT VIOLATIONS.	\$ 4,750.00	\$ 2,000.00
	<b>Subgroup : [354] Fines and Forfeitures</b>	<b>\$ 60,775.00</b>	<b>\$ 27,425.00</b>
<b>General Fund</b>			
001-0000-361-10-00	INTEREST ON INVESTMENTS	\$ -	\$ 200.00
001-0000-361-20-00	STATE BOARD ADMIN INTEREST	\$ -	\$ -
	<b>Subgroup : [361] Investment Income</b>	<b>\$ -</b>	<b>\$ 200.00</b>
<b>General Fund</b>			
001-0000-362-10-00	CELLULAR TOWER RENTALS	\$ 40,000.00	\$ 50,000.00
001-0000-362-20-00	FOP LODGE RENTAL	UNUSED	UNUSED
001-0000-362-35-00	BREWHOUND RIGHT-OF-WAY LEASE	\$ 2,400.00	\$ 2,400.00
001-0000-362-40-00	FISH CAMP SIDEWALK RENTAL	\$ 4,934.00	\$ 4,934.00
001-0000-362-43-00	HAWKERS NEPTUNE BEACH SIDEWALK LEASE	\$ 2,923.00	\$ 2,923.00
001-0000-362-45-00	JAX SURF & PADDLE AND FLYING IGUANA LEASES	\$ 4,934.00	\$ 6,000.00
001-0000-362-47-00	SOUTHCOAST BEACHES SIDEWALK RENT	\$ 2,400.00	\$ 2,400.00
001-0000-362-50-00	GARDEN LEASE	\$ -	\$ -
001-0000-362-52-00	THE LOCAL DUMPSTER PAD RENTAL	\$ 15,500.00	\$ 6,000.00
001-0000-362-60-00	GREEN MARKET LEASE PAYMENT	\$ -	\$ -
001-0000-362-75-00	NEPTUNE HOUSE RENTALS	\$ 1,000.00	\$ 1,000.00
	<b>Subgroup : [362] Rents and Royalties</b>	<b>\$ 74,091.00</b>	<b>\$ 75,657.00</b>
<b>General Fund</b>			
001-0000-364-10-00	SURPLUS EQUIPMENT SALES	\$ 5,000.00	\$ 7,500.00
001-0000-364-20-00	INSURANCE PROCEEDS	\$ -	\$ 1,000.00
	<b>[364] Sales - Disposition of Fixed Assets</b>	<b>\$ 5,000.00</b>	<b>\$ 8,500.00</b>
<b>General Fund</b>			
001-0000-369-00-00	OTHER MISC. REVENUES	\$ 1,000,000.00	\$ 30,000.00
	<b>Subgroup : [369] Miscellaneous Revenue</b>	<b>\$ 1,000,000.00</b>	<b>\$ 30,000.00</b>
<b>General Fund</b>			
001-0000-381-00-00	Interfund Transfers	\$ -	\$ 603,000.00
001-0000-382-10-00	CONTRIB. FROM WATER/SEWER	\$ -	\$ 120,000.00
001-0000-382-20-00	CONTRIB. FROM OTHER FUNDS	\$ -	\$ 210,000.00
001-0000-389-10-00	APPROPRIATED FUND BALANCE	\$ 36,001.00	\$ 671,278.00
	<b>Subgroup : [380] Other Financing Sources</b>	<b>\$ 36,001.00</b>	<b>\$ 1,604,278.00</b>
	<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 10,413,376.27</b>	<b>\$ 7,785,892.51</b>

**FY 2023 Budget Allocation: General Fund**



- Mayor & Council
- City Manager
- Finance
- Legal Counsel
- Community Development
- City Clerk
- Non-Departmental
- Police
- Ocean Rescue/ Beach Cleanup
- Public Works

# CITY OF NEPTUNE BEACH

2022 – 2023

## MAYOR AND COUNCIL

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**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

<u>Type of Employee</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>Change</u>
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.

**MAYOR & COUNCIL**

<b>Employee Name</b>	<b>Position</b>
Brown, Elaine	Mayor
Chin, Kerry	Vice Mayor
Livingston, Nia	Councilor
Key, Lauren	Councilor
Messinger, Joshua	Councilor



ACCOUNT	DESCRIPTION	BUDGET	PROPOSED BUDGET
		FY2022	FY 2023
<b>MAYOR &amp; COUNCIL</b>	<b>PERSONNEL SERVICES</b>		
001-1111-511-10-11	EXECUTIVE SALARIES	\$ 27,000.00	\$ 27,000.00
001-1111-511-10-21	FICA	\$ 1,500.00	\$ 1,900.00
001-1111-511-10-24	WORKER'S COMPENSATION	\$ 64.00	\$ 400.00
001-1111-511-10-25	MEDICARE	\$ 450.00	\$ 500.00
	<b>Subgroup : [10] Personnel Services</b>	<b>\$ 29,014.00</b>	<b>\$ 29,800.00</b>
<b>MAYOR &amp; COUNCIL</b>	<b>OPERATING</b>		
001-1111-511-30-40	TRAVEL & PER DIEM	\$ 1,200.00	\$ 1,500.00
001-1111-511-30-41	COMMUNICATIONS SERVICES	\$ -	\$ 1,570.00
001-1111-511-30-45	INSURANCE	\$ 800.00	\$ 1,450.00
001-1111-511-30-48	PROMOTIONAL & ADVERTISING	\$ 3,000.00	\$ 3,000.00
001-1111-511-30-51	OFFICE SUPPLIES	\$ 600.00	\$ 1,000.00
001-1111-511-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 2,000.00	\$ 1,500.00
001-1111-511-30-55	EDUCATIONAL COURSES	\$ 1,200.00	\$ 1,200.00
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$ 8,800.00</b>	<b>\$ 11,220.00</b>
<b>MAYOR &amp; COUNCIL</b>	<b>CAPITAL OUTLAY</b>		
001-1111-511-60-62	BUILDING IMPROVEMENTS	\$ -	\$ -
001-1111-511-60-64	MACHINERY & EQUIPMENT	\$ -	\$ -
	<b>Subgroup : [60] CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>TOTAL</b>	<b>\$ 37,814.00</b>	<b>\$ 41,020.00</b>

# CITY OF NEPTUNE BEACH

2022 - 2023

## CITY MANAGER

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**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 Residents 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 departments of the City.
2. Use continuous improvement models to enhance the delivery of services to Residents.
3. Direct and assist in any special projects assigned by the City Council.

### CAPITAL REQUESTS

1. None

<b>CITY MANAGER</b>	
<b>Employee Name</b>	<b>Position</b>
Wynn, Stefen	City Manager
Back, Cheryl	Asst. to City Manager
Moore, Colin	Grant and Resiliency Coordinator

ACCOUNT	DESCRIPTION	BUDGET		PROPOSED BUDGET	
		FY2022		FY 2023	
<b>CITY MANAGER</b>	<b>PERSONNEL SERVICES</b>				
001-1112-512-10-12	REGULAR SALARIES	\$	108,810.00	\$	122,350.00
001-1112-512-10-14	OVERTIME	\$	-	\$	-
001-1112-512-10-15	SPECIAL PAY	\$	500.00	\$	500.00
001-1112-512-10-16	PTO LIABILITY	\$	-	\$	7,875.00
001-1112-512-10-21	FICA	\$	6,800.00	\$	7,750.00
001-1112-512-10-22	RETIREMENT CONTRIBUTIONS	\$	8,000.00	\$	8,500.00
001-1112-512-10-23	LIFE & HEALTH INSURANCE	\$	25,000.00	\$	27,500.00
001-1112-512-10-24	WORKER'S COMPENSATION	\$	200.00	\$	250.00
001-1112-512-10-25	MEDICARE	\$	1,600.00	\$	1,800.00
	<b>Subgroup : [10] Personnel Services</b>	<b>\$</b>	<b>150,910.00</b>	<b>\$</b>	<b>176,525.00</b>
<b>CITY MANAGER</b>	<b>OPERATING</b>				
001-1112-512-30-31	PROFESSIONAL SERVICES	\$	-	\$	-
001-1112-512-30-34	OTHER CONTRACTUAL SERVICES	\$	6,973.00	\$	1,500.00
001-1112-512-30-40	TRAVEL & PER DIEM	\$	3,200.00	\$	4,000.00
001-1112-512-30-45	INSURANCE	\$	5,200.00	\$	7,575.00
001-1112-512-30-46	REPAIR & MAINTENANCE	\$	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	\$	5,000.00	\$	5,000.00
001-1112-512-30-52	OPERATING SUPPLIES	\$	1,875.00	\$	2,800.00
001-1112-512-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$	6,200.00	\$	6,200.00
001-1112-512-30-55	EDUCATIONAL COURSES	\$	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
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$</b>	<b>45,248.00</b>	<b>\$</b>	<b>43,875.00</b>
<b>CITY MANAGER</b>	<b>CAPITAL OUTLAY</b>				
001-1112-512-60-62	BUILDING IMPROVEMENTS	\$	-	\$	-
001-1112-512-60-64	MACHINERY & EQUIPMENT	\$	6,500.00	\$	-
	<b>Subgroup : [60] CAPITAL OUTLAY</b>	<b>\$</b>	<b>6,500.00</b>	<b>\$</b>	<b>-</b>
	<b>TOTAL</b>	<b>\$</b>	<b>202,658.00</b>	<b>\$</b>	<b>220,400.00</b>

# CITY OF NEPTUNE BEACH

2022 - 2023

## FINANCE DEPARTMENT

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**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.
2. Full implementation of a new General Ledger/Enterprise Resource Planning System.

### CAPITAL REQUESTS

1. None

FINANCE	
Employee Name	Position
Dyer-Tyler, Danielle	Chief Financial Officer
Marrero, Rosemary	Utility Billing Supervisor/IS Admin.
Owens, Michael	Accountant
Downs, Teresa	Cashier II
Tatum, Jazmine	Cashier I
Dabbah, Lisa	Payroll & Accounts Payable Accountant

ACCOUNT	DESCRIPTION	BUDGET		PROPOSED BUDGET	
		FY2022		FY 2023	
<b>FINANCE PERSONNEL SERVICES</b>					
001-1113-513-10-12	REGULAR SALARIES	\$ 143,000.00	\$	126,750.00	
001-1113-513-10-14	OVERTIME	\$ 2,000.00	\$	2,700.00	
001-1113-513-10-15	SPECIAL PAY	\$ 300.00	\$	600.00	
001-1113-513-10-16	PTO LIABILITY	\$ -	\$	7,500.00	
001-1113-513-10-21	FICA	\$ 9,000.00	\$	9,000.00	
001-1113-513-10-22	RETIREMENT CONTRIBUTIONS	\$ 9,950.00	\$	9,100.00	
001-1113-513-10-23	LIFE & HEALTH INSURANCE	\$ 15,000.00	\$	19,750.00	
001-1113-513-10-24	WORKER'S COMPENSATION	\$ 180.00	\$	225.00	
001-1113-513-10-25	MEDICARE	\$ 2,100.00	\$	2,100.00	
	<b>Subgroup : [10] Personnel Services</b>	<b>\$ 181,530.00</b>	<b>\$</b>	<b>177,725.00</b>	
<b>FINANCE OPERATING</b>					
001-1113-513-30-32	ACCOUNTING & AUDIT	\$ 13,650.00	\$	14,000.00	
001-1113-513-30-34	OTHER CONTRACTUAL SERVICES	\$ 1,200.00	\$	4,600.00	
001-1113-513-30-40	TRAVEL & PER DIEM	\$ 1,200.00	\$	5,500.00	
001-1113-513-30-41	COMMUNICATION SERVICES	\$ 960.00	\$	1,500.00	
001-1113-513-30-42	POSTAGE (INC. FED EX)	\$ 100.00	\$	100.00	
001-1113-513-30-45	INSURANCE	\$ 1,200.00	\$	8,800.00	
001-1113-513-30-46	REPAIR & MAINTENANCE	\$ 4,950.00	\$	4,900.00	
001-1113-513-30-47	PRINTING & BINDING	\$ -	\$	500.00	
001-1113-513-30-51	OFFICE SUPPLIES	\$ 3,800.00	\$	4,200.00	
001-1113-513-30-52	OPERATING SUPPLIES	\$ 2,600.00	\$	3,600.00	
001-1113-513-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 2,475.00	\$	3,000.00	
001-1113-513-30-55	EDUCATIONAL COURSES	\$ 1,000.00	\$	2,500.00	
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$ 33,135.00</b>	<b>\$</b>	<b>53,200.00</b>	
<b>FINANCE CAPITAL OUTLAY</b>					
001-1113-513-60-62	BUILDING IMPROVEMENTS	\$ -	\$	-	
001-1113-513-60-64	MACHINERY & EQUIPMENT	\$ 6,500.00	\$	5,000.00	
	<b>Subgroup : [60] CAPITAL OUTLAY</b>	<b>\$ 6,500.00</b>	<b>\$</b>	<b>5,000.00</b>	
	<b>TOTAL</b>	<b>\$ 221,165.00</b>	<b>\$</b>	<b>235,925.00</b>	

# CITY OF NEPTUNE BEACH

2022 - 2023

## LEGAL COUNSEL

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**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
CONTRACTED WITH ANSBACHER LAW FIRM			

### 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



ACCOUNT	DESCRIPTION	BUDGET	PROPOSED BUDGET
		FY2022	FY 2023
<b>LEGAL SERVICES</b>	<b>OPERATING EXPENDITURES</b>		
001-1114-514-30-31	Professional Services	\$ 150,000.00	\$ 150,000.00
001-1114-514-30-54	Books, Subscriptions & Memberships	\$ 129.25	\$ 150.00
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$ 150,129.25</b>	<b>\$ 150,150.00</b>
	<b>TOTAL</b>	<b>\$ 150,129.25</b>	<b>\$ 150,150.00</b>

# 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>4</u>	<u>3</u>	<u>1</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 of Neptune Beach.
4. Fire Marshal position made full-time and description changed to Community Development Services Coordinator.
5. Code Enforcement Officer transferred into the Department.

### CAPITAL REQUESTS

1. None

<b>COMMUNITY DEVELOPMENT</b>	
<b>Employee Name</b>	<b>Position</b>
Ruley, John	Fire Marshal
Turner, Piper	Code Compliance Supervisor
Brisolara, Samantha	Community Development Director
VACANT	Code Enforcement Officer

ACCOUNT	DESCRIPTION	BUDGET		PROPOSED BUDGET	
		FY2022		FY 2023	
<b>COMMUNITY DEV.</b>	<b>PERSONNEL SERVICES</b>				
001-1115-515-10-12	REGULAR SALARIES	\$ 195,000.00	\$	285,000.00	
001-1115-515-10-14	OVERTIME	\$ 500.00	\$	-	
001-1115-515-10-15	SPECIAL PAY	\$ 1,600.00	\$	1,800.00	
001-1115-515-10-16	PTO LIABILITY	\$ -	\$	10,500.00	
001-1115-515-10-21	FICA	\$ 12,300.00	\$	18,000.00	
001-1115-515-10-22	RETIREMENT CONTRIBUTIONS	\$ 7,300.00	\$	22,000.00	
001-1115-515-10-23	LIFE & HEALTH INSURANCE	\$ 23,700.00	\$	40,750.00	
001-1115-515-10-24	WORKER'S COMPENSATION	\$ 1,200.00	\$	2,000.00	
001-1115-515-10-25	MEDICARE	\$ 2,900.00	\$	4,250.00	
	<b>Subgroup : [10] Personnel Services</b>	<b>\$ 244,500.00</b>	<b>\$</b>	<b>384,300.00</b>	
<b>COMMUNITY DEV.</b>	<b>OPERATING</b>				
001-1115-515-30-31	PROFESSIONAL SERVICES	\$ 126,557.00	\$	85,000.00	
001-1115-515-30-34	OTHER CONTRACTUAL SERVICES	\$ 75,000.00	\$	10,000.00	
001-1115-515-30-40	TRAVEL & PER DIEM	\$ 5,500.00	\$	5,000.00	
001-1115-515-30-41	COMMUNICATIONS SERVICES	\$ 480.00	\$	2,000.00	
001-1115-515-30-45	INSURANCE	\$ 4,000.00	\$	18,750.00	
001-1115-515-30-46	REPAIR & MAINTENANCE	\$ 6,150.00	\$	2,000.00	
001-1115-515-30-47	PRINTING & BINDING	\$ -	\$	500.00	
001-1115-515-30-48	PROMOTIONAL & ADVERTISING	\$ 2,500.00	\$	1,500.00	
001-1115-515-30-51	OFFICE SUPPLIES	\$ -	\$	1,400.00	
001-1115-515-30-52	OPERATING SUPPLIES	\$ 3,800.00	\$	3,600.00	
001-1115-515-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 18,000.00	\$	12,000.00	
001-1115-515-30-55	EDUCATIONAL COURSES	\$ 6,000.00	\$	3,000.00	
001-1115-515-30-57	VEHICLE REPAIR & MAINTENANCE	\$ -	\$	1,500.00	
001-1115-515-30-58	GAS, OIL & LUBRICANTS	\$ -	\$	2,500.00	
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$ 247,987.00</b>	<b>\$</b>	<b>148,750.00</b>	
<b>COMMUNITY DEV.</b>	<b>CAPITAL OUTLAY</b>				
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	\$ 200.00	\$	-	
	<b>Subgroup : [60] CAPITAL OUTLAY</b>	<b>\$ 20,200.00</b>	<b>\$</b>	<b>2,000.00</b>	
	<b>TOTAL</b>	<b>\$ 512,687.00</b>	<b>\$</b>	<b>535,050.00</b>	

# CITY OF NEPTUNE BEACH

2022 - 2023

## CITY CLERK

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**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

**CITY CLERK & HUMAN RESOURCES**

<b>Employee Name</b>	<b>Position</b>
Ponson, Catherine	City Clerk / HR Manager
VACANT	HR Coordinator

ACCOUNT	DESCRIPTION	BUDGET		PROPOSED BUDGET	
		FY2022		FY 2023	
<b>CITY CLERK</b>	<b>PERSONNEL SERVICES</b>				
001-1117-517-10-12	REGULAR SALARIES	\$	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	\$	4,800.00	\$	8,700.00
001-1117-517-10-22	RETIREMENT CONTRIBUTIONS	\$	5,500.00	\$	10,250.00
001-1117-517-10-23	LIFE & HEALTH INSURANCE	\$	9,500.00	\$	25,000.00
001-1117-517-10-24	WORKER'S COMPENSATION	\$	150.00	\$	250.00
001-1117-517-10-25	MEDICARE	\$	1,150.00	\$	2,100.00
	<b>Subgroup : [10] Personnel Services</b>	<b>\$</b>	<b>99,100.00</b>	<b>\$</b>	<b>189,450.00</b>
<b>CITY CLERK</b>	<b>OPERATING</b>				
001-1117-517-30-34	OTHER CONTRACTUAL SERVICES	\$	3,000.00	\$	5,500.00
001-1117-517-30-40	TRAVEL & PER DIEM	\$	2,000.00	\$	3,000.00
001-1117-517-30-41	COMMUNICATIONS SERVICES	\$	480.00	\$	1,200.00
001-1117-517-30-45	INSURANCE	\$	1,000.00	\$	4,400.00
001-1117-517-30-46	REPAIR & MAINTENANCE	\$	1,750.00	\$	1,000.00
001-1117-517-30-47	PRINTING & BINDING	\$	3,000.00	\$	4,500.00
001-1117-517-30-48	PROMOTIONAL & ADVERTISING	\$	4,750.00	\$	2,250.00
001-1117-517-30-51	OFFICE SUPPLIES	\$	600.00	\$	750.00
001-1117-517-30-52	OPERATING SUPPLIES	\$	-	\$	-
001-1117-517-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$	2,600.00	\$	4,500.00
001-1117-517-30-55	EDUCATIONAL COURSES	\$	2,000.00	\$	2,000.00
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$</b>	<b>21,180.00</b>	<b>\$</b>	<b>29,100.00</b>
<b>CITY CLERK</b>	<b>CAPITAL OUTLAY</b>				
001-1117-517-60-62	BUILDING IMPROVEMENTS	\$	-	\$	-
001-1117-517-60-64	MACHINERY & EQUIPMENT	\$	-	\$	6,500.00
	<b>Subgroup : [60] CAPITAL OUTLAY</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>6,500.00</b>
	<b>TOTAL</b>	<b>\$</b>	<b>120,280.00</b>	<b>\$</b>	<b>225,050.00</b>

# CITY OF NEPTUNE BEACH

2022 - 2023

## NON-DEPARTMENTAL

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**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. IT related needs are captured within the Non-Departmental Section.

### CAPITAL REQUESTS

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



**NON-DEPARTMENTAL**

<b>Employee Name</b>	<b>Position</b>
Stoffel, Miklos	IT Admin

ACCOUNT	DESCRIPTION	BUDGET	PROPOSED BUDGET
		FY2022	FY 2023
<b>NON-DEPARTMENTAL PERSONNEL SERVICES</b>			
001-1119-519-10-12	REGULAR SALARIES	\$ 40,920.00	\$ 72,000.00
001-1119-519-10-14	OVERTIME	\$ 2,500.00	\$ 6,500.00
001-1119-519-10-15	SPECIAL PAY	\$ 380.00	\$ 300.00
001-1119-519-10-16	PTO LIABILITY	\$ -	\$ 4,940.00
001-1119-519-10-21	FICA	\$ 2,715.00	\$ 4,900.00
001-1119-519-10-22	RETIREMENT CONTRIBUTIONS	\$ 3,760.00	\$ 5,500.00
001-1119-519-10-23	LIFE & HEALTH INSURANCE	\$ 6,800.00	\$ 12,750.00
001-1119-519-10-24	WORKER'S COMPENSATION	\$ 2,270.00	\$ 2,500.00
001-1119-519-10-25	MEDICARE	\$ 640.00	\$ 1,200.00
	<b>Subgroup : [10] Personnel Services</b>	<b>\$ 59,985.00</b>	<b>\$ 110,590.00</b>
<b>NON-DEPARTMENTAL OPERATING</b>			
001-1119-519-30-34	OTHER CONTRACTUAL SERVICES	\$ 96,000.00	\$ 119,718.00
001-1119-519-30-41	COMMUNICATIONS SERVICES	\$ 30,000.00	\$ 55,000.00
001-1119-519-30-43	UTILITY SERVICES	\$ 13,500.00	\$ 25,000.00
001-1119-519-30-45	INSURANCE	\$ 42,000.00	\$ 32,000.00
001-1119-519-30-46	REPAIR & MAINTENANCE	\$ 40,000.00	\$ 50,000.00
001-1119-519-30-48	PROMOTIONAL & ADVERTISING	\$ 2,200.00	\$ 2,500.00
001-1119-519-30-51	OFFICE SUPPLIES	\$ 13,200.00	\$ 15,000.00
001-1119-519-30-52	OPERATING SUPPLIES	\$ 500.00	\$ 500.00
001-1119-519-30-58	GAS, OIL & LUBRICANTS	\$ 830.00	\$ 2,200.00
001-1119-519-30-59	UNIFORMS	\$ 100.00	\$ 300.00
001-1119-519-30-90	MISCELLANEOUS EXPENDITURES	\$ 800.00	\$ 1,200.00
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$ 239,130.00</b>	<b>\$ 303,418.00</b>
<b>NON-DEPARTMENTAL CAPITAL OUTLAY</b>			
001-1119-519-60-62	BUILDING IMPROVEMENTS	\$ 45,000.00	\$ 175,000.00
001-1119-519-60-64	MACHINERY & EQUIPMENT	\$ -	\$ 15,000.00
	<b>Subgroup : [60] CAPITAL OUTLAY</b>	<b>\$ 45,000.00</b>	<b>\$ 190,000.00</b>
	<b>TOTAL</b>	<b>\$ 344,115.00</b>	<b>\$ 604,008.00</b>

# CITY OF NEPTUNE BEACH

2022 - 2023

## POLICE

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**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

POLICE	
Employee Name	Position
Pike, Richard	Police Chief
Key, Michael	Police Commander
Snyder, Gary	Police Commander
Kamppi, Dustin	Police Sergeant - PSM II 2nd Degree
Toal, Liam	Police Seargent - PSM II 2nd Degree
Cotner, Christina (Det.)	Police Officer - PSA II, 2nd Degree
Kelly, Griffin	Police Officer - PSO I, 3rd Degree
Stucki, Gary (Det.)	Police Officer - PSA I
Ashmore, Robert	Police Officer - PSA I
Langdon, Nicholas	Police Officer - PSA I
Torres, William	Police Officer - PSO II, 7th Degree
Richardson, Joseph	Police Officer - PSO I, 3rd Degree
Camacho, Kelly	Police Officer - PSA II
Dzamko, Joseph	Police Officer - PSA I
Jensen, Darren	Police Officer - PSO II, 2nd Degree
Carlson, Patrick	Police Officer - PSO II, 1st Degree
Sullivan, Christopher (Det.)	Police Officer - PSO I, 3rd Degree
Mazzo, Philip	Police Officer - PSO I, 3rd Degree
Griffin, Christian	Police Officer - PSO I, 3rd Degree
Haines, Jason	Police Officer - PSO I, 2nd Degree
Kramer, Sean	Police Officer - PSO I, 1st Degree
Elliott, Sharon	Communications Officer
Goggin, Robert (P)	School Crossing Guard
Snyder, Janet	Services Division Supervisor
Monteiro, Tammy	Services Division Supervisor
Allen, Stephanie	Communications Officer
Merritt, Amanda	Communications Officer
Alvarez, Dallas	Communications Officer
Manning, Sandy	Records Specialist
Stanford, Teri (P)	School Crossing Guard
Harms, Susan (P)	School Crossing Guard
Kedney, Harry (P)	School Crossing Guard
Arab, Louis (P)	School Crossing Guard
Zagari, Denine	Services Division Officer
VACANT	Services Division Officer (PT)
Dean, Elaine	Communications Officer

ACCOUNT	DESCRIPTION	BUDGET	PROPOSED BUDGET
		FY2022	FY 2023
<b>POLICE</b>	<b>PERSONNEL SERVICES</b>		
001-1221-521-10-12	REGULAR SALARIES	\$ 1,950,000.00	\$ 2,125,500.00
001-1221-521-10-14	OVERTIME	\$ 295,000.00	\$ 195,000.00
001-1221-521-10-15	SPECIAL PAY	\$ 75,000.00	\$ 45,000.00
001-1221-521-10-16	PTO LIABILITY	\$ 237,370.00	\$ 166,500.00
001-1221-521-10-21	FICA	\$ 148,000.00	\$ 146,000.00
001-1221-521-10-22	RETIREMENT CONTRIBUTIONS	\$ 310,000.00	\$ 390,000.00
001-1221-521-10-23	LIFE & HEALTH INSURANCE	\$ 320,000.00	\$ 335,000.00
001-1221-521-10-24	WORKER'S COMPENSATION	\$ 60,000.00	\$ 72,250.00
001-1221-521-10-25	MEDICARE	\$ 35,000.00	\$ 35,000.00
	<b>Subgroup : [10] Personnel Services</b>	<b>\$ 3,430,370.00</b>	<b>\$ 3,510,250.00</b>
<b>POLICE</b>	<b>OPERATING</b>		
001-1221-521-30-31	PROFESSIONAL SERVICES	\$ 1,500.00	\$ 1,500.00
001-1221-521-30-34	OTHER CONTRACTUAL SERVICES	\$ 24,890.00	\$ 37,550.00
001-1221-521-30-35	INVESTIGATIONS	\$ 1,200.00	\$ 1,200.00
001-1221-521-30-40	TRAVEL & PER DIEM	\$ 4,000.00	\$ 5,500.00
001-1221-521-30-41	COMMUNICATIONS SERVICES	\$ 90,000.00	\$ 80,480.00
001-1221-521-30-43	UTILITY SERVICES	\$ 300.00	\$ 300.00
001-1221-521-30-45	INSURANCE	\$ 65,000.00	\$ 129,400.00
001-1221-521-30-46	REPAIR & MAINTENANCE	\$ 39,000.00	\$ 40,850.00
001-1221-521-30-48	PROMOTIONAL & ADVERTISING	\$ 3,000.00	\$ 3,000.00
001-1222-522-30-49	OTHER CURRENT CHARGES	\$ -	\$ -
001-1221-521-30-51	OFFICE SUPPLIES	\$ 10,000.00	\$ 10,000.00
001-1221-521-30-52	OPERATING SUPPLIES	\$ 39,725.00	\$ 39,000.00
001-1221-521-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 17,200.00	\$ 20,200.00
001-1221-521-30-55	EDUCATIONAL COURSES	\$ 10,000.00	\$ 14,500.00
001-1221-521-30-56	RADIO REPAIR & MAINTENANCE	\$ -	\$ -
001-1221-521-30-57	VEHICLE REPAIR & MAINTENANCE	\$ 27,500.00	\$ 35,000.00
001-1221-521-30-58	GAS, OIL & LUBRICANTS	\$ 42,000.00	\$ 75,500.00
001-1221-521-30-59	UNIFORMS	\$ 37,800.00	\$ 30,800.00
001-1221-521-30-90	MISCELLANEOUS EXPENDITURES	\$ -	\$ -
001-1221-521-80-17	JAG C GRANT	\$ 20,364.67	\$ 35,000.00
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$ 433,479.67</b>	<b>\$ 559,780.00</b>
<b>POLICE</b>	<b>CAPITAL OUTLAY</b>		
001-1221-521-60-62	BUILDING IMPROVEMENTS	\$ -	\$ 5,000.00
001-1221-521-60-64	MACHINERY & EQUIPMENT	\$ 153,047.96	\$ 131,113.00
	<b>Subgroup : [60] CAPITAL OUTLAY</b>	<b>\$ 153,047.96</b>	<b>\$ 136,113.00</b>
	<b>TOTAL</b>	<b>\$ 4,016,897.63</b>	<b>\$ 4,206,143.00</b>

Item Number: 1 (Multi-Year): Computer Aided Dispatch Project – CAD (Year 2 of 2)	
<b>Problem &amp; Scope:</b>	The PD began a project in FY20 to integrate with the county wide computer aided dispatch (CAD) system. This system allows the immediate sharing of call information with other responding agencies. This project is under contractual obligation.
<b>Budget Narrative:</b>	\$55,000 for full implementation over 2 years. (YR1: \$20,000 / YR2: \$35,000)
<b>Total:</b>	
Item Number: 2 (Multi-Year): TASER Refresh (Year 4 of 5)	
<b>Problem &amp; Scope:</b>	The PD identified the need for a complete refresh of its TASER weaponry in FY19. In YR2, an additional 3 TASERs were purchased which slightly increased the cost. This project is under contractual obligation. 001-1221-521-60-64
<b>Budget Narrative:</b>	'TASER 7' refresh broken-down into 5 payments for 5 years of \$16,850 per year (0% APR).
<b>Total:</b>	\$16,850
Item Number: 3 (Multi-Year): Patrol Rifle Refresh – 4 Rifles Per Year (Year 3 & 4 of 4)	
<b>Problem &amp; Scope:</b>	The PD identified the need to refresh it's current patrol rifles, which were in excess of 15 years of age. While the rifles are inspected by armorers each year, they have surpassed their life expectancy for safe usage. A complete refresh of patrol rifles is needed over the course of 4 years. 001-1221-521-60-64
<b>Budget Narrative:</b>	4 AR-15 Rifle and associated equipment: \$1,250.00
<b>Total:</b>	\$5,000
Item Number: 4 (Multi-Year): BWC & In-Car Camera/ALPR – (Year 4 of 5)	
<b>Problem &amp; Scope:</b>	Prior to project initiation in FY21, the PD did not have a Body Worn Camera (BWC) or In-Car Camera/ALPR program. The investment increases officer safety and is beneficial for court proceedings. Implementation included the purchase of 4 devices (2 BWC & 2 ALPR) for each of the DUI Traffic Enforcement Officers. This project is under contractual obligation. 001-1221-521-60-64
<b>Budget Narrative:</b>	BWC (AB3): \$2,756.00. In-Car Camera/ALPR ('Fleet3'): \$4,992.00
<b>Total:</b>	\$7,748.00
Total Multi-Year Items	
<b>Subtotal (multi-year):</b>	\$29,598

Item Number: 5 (New Item): 2 Police Vehicles – Critical	
<b>Problem &amp; Scope:</b>	Current assessment have identified the need to purchase two new police vehicles to keep up with an aging fleet. Aging fleets are both a risk to public safety and a cost liability. Repairs leave police vehicles down for extended periods of time and are often extremely expensive, especially without a City Mechanic which forces the agency to outsource repairs. Vehicle and equipment purchases will be made through government contracts and approved vendors.
<b>Budget Narrative:</b>	Projected Florida Sheriff's Association Contract costs: \$37,500. Upfitting Emergency Equipment Costs: \$15,500. Graphics: \$550. Police Radio: 3,900. Total per unit: \$57,450. Note: Each year, the vehicle rotation plan dictates at minimum three new vehicles and three vehicles being moved out-of-service. However, after receiving donated funds in FY21 to purchase a fourth vehicle, the upcoming budget year will only require two vehicles. . 001-1221-521-60-64
<b>Total:</b>	\$112,310

<b>Item Number: 6 (New Item): Forecasted Changes in Salaries ('Career Tracks' Program) – CONTRACT</b>	
<b>Problem &amp; Scope:</b>	Potential increase through the 'Career Tracks' program will increase the salary line item in budget.
<b>Budget Narrative:</b>	Forecasted increase in salary budget. (*Based upon if every eligible employee participates in the program) 001-1221-521-10-12
<b>Total:</b>	\$12,500
<b>Item Number: 7 (New Item): Life Scan</b>	
<b>Problem &amp; Scope:</b>	Life Scan Wellness Programs provide an integrated medical approach to providing annual on-site lifesaving examinations to public safety personnel. With cancer and cardiovascular disease so prevalent in public safety, this program is essential to keep our police officers healthy. Ultimately, the cost may be offset by diagnostically identifying an underlying illness in the early stages, thus limiting the cost of sick leave, or backfilling personnel shortages caused by an illness. Many municipal insurance carriers offer lower premiums for wellness programs. The program offers the following: Public Safety Physicals, Early Detection Ultrasound Screening, Cardiopulmonary and Fitness Exam.
<b>Budget Narrative:</b>	\$425 ea. x22 = \$9350.00 001-1112-512-10-23
<b>Total:</b>	\$9,350
<b>Item Number: 9 (New Item): Glock .40 cal to 9mm Transition Project</b>	
<b>Problem &amp; Scope:</b>	This project will allow NBPD to transition from .40 cal to 9 mm for duty weapons. This aligns with other nearby agencies and numerous studies have found the 9mm platform to be superior for numerous reasons from better recoil control to more cost effective when purchasing ammunition. Current weapon inventories can be traded-in for a credit when purchasing new firearms, thus having significant cost savings when refreshing the weapon inventory. Issued duty weapons exceed 15 years of age. 001-1221-521-60-64
<b>Budget Narrative:</b>	Project will consist of trading in approx. 53 service weapons for 29 new weapons
<b>Total:</b>	\$6,055
<b>Item Number: 10 (New Item): Tuition Reimbursement</b>	
<b>Problem &amp; Scope:</b>	Per contractual obligation, we are forecasting bargaining unit members to take advantage of the college tuition reimbursement program.
<b>Budget Narrative:</b>	Currently, there are approximately 8 members taking advantage of this program at an estimated costs of \$2,000 ea. 001-1221-521-30-55 COURSES
<b>Total:</b>	\$16,000
<b>Sub Total (non multi-year):</b>	\$156,215
<b>Grant Total:</b>	\$185,813

# CITY OF NEPTUNE BEACH

2022 - 2023

## OCEAN RESCUE / BEACH CLEANUP

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**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, FY-23 increased minimum Lifeguard wage to \$14.50/hour.

### CAPITAL REQUESTS

1. None



OCEAN RESCUE	
Employee Name	Position
Banks, Richmond	Lifeguard Captain
Lifeguard Lt 1	Lifeguard Lieutenant
Lifeguard Lt 2	Lifeguard Lieutenant
Lifeguard 1	Lifeguard
Lifeguard 2	Lifeguard
Lifeguard 3	Lifeguard
Lifeguard 4	Lifeguard
Lifeguard 5	Lifeguard
Lifeguard 6	Lifeguard
Lifeguard 7	Lifeguard
Lifeguard 8	Lifeguard
Lifeguard 9	Lifeguard
Lifeguard 10	Lifeguard
Lifeguard 11	Lifeguard
Lifeguard 12	Lifeguard
Lifeguard 13	Lifeguard
Lifeguard 14	Lifeguard
Lifeguard 15	Lifeguard
Lifeguard 16	Lifeguard
Lifeguard 17	Lifeguard
Lifeguard 18	Lifeguard
Lifeguard 19	Lifeguard
Lifeguard 20	Lifeguard

ACCOUNT	DESCRIPTION	BUDGET	PROPOSED BUDGET
		FY2022	FY 2023
<b>OCEAN RESCUE/ BEACH CLEANUP PERSONNEL SERVICES</b>			
001-1775-575-10-12	REGULAR SALARIES	\$ 210,000.00	\$ 230,450.00
001-1775-575-10-14	OVERTIME	\$ 8,000.00	\$ 9,750.00
001-1775-575-10-15	SPECIAL PAY	\$ 13,400.00	\$ 125.00
001-1775-575-10-21	FICA	\$ -	\$ 15,000.00
001-1775-575-10-22	RETIREMENT CONTRIBUTIONS	\$ -	\$ 1,000.00
001-1775-575-10-23	LIFE & HEALTH INSURANCE	\$ -	\$ 2,750.00
001-1775-575-10-24	WORKER'S COMPENSATION	\$ 8,600.00	\$ 9,750.00
001-1775-575-10-25	MEDICARE	\$ 3,200.00	\$ 3,500.00
	<b>Subgroup : [10] Personnel Services</b>	<b>\$ 243,200.00</b>	<b>\$ 272,325.00</b>
<b>OCEAN RESCUE/ BEACH CLEANUP OPERATING SUPPLIES</b>			
001-1775-575-30-34	OTHER CONTRACTUAL SERVICES	\$ 500.00	\$ 1,000.00
001-1775-575-30-41	COMMUNICATIONS SERVICES	\$ -	\$ 1,000.00
001-1775-575-30-43	UTILITY SERVICES	\$ 160.00	\$ 500.00
001-1775-575-30-45	INSURANCE	\$ 3,500.00	\$ 9,600.00
001-1775-575-30-46	REPAIR & MAINTENANCE	\$ 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		\$ 3,500.00
001-1775-575-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ -	\$ -
001-1775-575-30-55	EDUCATIONAL COURSES	\$ 600.00	\$ 600.00
001-1775-575-30-56	RADIO REPAIR & MAINTENANCE	\$ -	\$ -
001-1775-575-30-57	VEHICLE REPAIR & MAINTENANCE	\$ 500.00	\$ 500.00
001-1775-575-30-58	GAS, OIL & LUBRICANTS	\$ 1,000.00	\$ 1,500.00
001-1775-575-30-59	UNIFORMS	\$ 1,500.00	\$ 3,200.00
001-1775-575-30-90	MISCELLANEOUS EXPENDITURES	\$ -	\$ -
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$ 13,260.00</b>	<b>\$ 24,900.00</b>
<b>OCEAN RESCUE/ BEACH CLEANUP CAPITAL OUTLAY</b>			
001-1775-575-60-62	BUILDING IMPROVEMENTS	\$ -	\$ -
001-1775-575-60-64	MACHINERY & EQUIPMENT	\$ -	\$ -
	<b>Subgroup : [60] CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>TOTAL</b>	<b>\$ 256,460.00</b>	<b>\$ 297,225.00</b>

# CITY OF NEPTUNE BEACH

2022 - 2023

## PUBLIC WORKS DEPARTMENT

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**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><u>13</u></u>	<u><u>10</u></u>	<u><u>3</u></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.

<b>PUBLIC WORKS</b>	
<b>Employee Name</b>	<b>Position</b>
Alvarado, Victor	Laborer II
Bennett, Jay	Laborer II
Bridges, Angela	Public Works Administrative Assistant
French, Edward	Public Works Director
VACANT	Supervisor Parks & Maintenance
VACANT	Project Manager
VACANT	Engineer
VACANT	Laborer I
<b>PUBLIC WORKS - GAS TAX</b>	
<b>Employee Name</b>	<b>Position</b>
VACANT	Laborer I - Gas Tax
Green, Otis (P)	Crew Chief (Part-Time 11/03/14)
Hill, Barron	Laborer I - Gas Tax
Johnson, Michael	Mechanic
Williams, Paul	Parks & Street Supervisor
<b>WATER &amp; SEWER SERVICES</b>	
<b>Employee Name</b>	<b>Position</b>
Allen, Eric	Meter Reader
James, Todd	Wastewater
Bridges, Lucas	Crew Chief
VACANT	Utility Laborer II
Timoney, Patrick	Water Operator
Payne, Shannon	Lead Wastewater Operator
VACANT	Wastewater Operator
VACANT	D&C Utility Laborer I
Day, Terry(P)	Water/Wastewater Operator
Hughes, Robert	Supervisor Distribution & Collection
VACANT	Wastewater Operator Trainee
Prestidge, Adam	Treatment Plants Division Chief
Porter, Louie	Backflow Prevention Specialist
Russell, James	Water Lead Operator
Smith, Gary (P)	Water/Wastewater Operator
Taylor, Andrew	Utility Laborer II/Meter Reader
VACANT	Pump Mechanic
<b>STORMWATER</b>	
<b>Employee Name</b>	<b>Position</b>
Jones, Robert	Stormwater Operator
Lewis, John	Stormwater Operator

ACCOUNT	DESCRIPTION	BUDGET	
		FY2022	PROPOSED BUDGET FY 2023
<b>PUBLIC WORKS</b>	<b>PERSONNEL SERVICES</b>		
001-1441-541-10-12	REGULAR SALARIES	\$ 162,000.00	\$ 215,000.00
001-1441-541-10-14	OVERTIME	\$ 5,000.00	\$ 8,500.00
001-1441-541-10-15	SPECIAL PAY	\$ 2,500.00	\$ 2,500.00
001-1441-541-10-16	PTO LIABILITY	\$ -	\$ 26,021.00
001-1441-541-10-21	FICA	\$ 10,200.00	\$ 14,500.00
001-1441-541-10-22	RETIREMENT CONTRIBUTIONS	\$ 8,900.00	\$ 16,000.00
001-1441-541-10-23	LIFE & HEALTH INSURANCE	\$ 26,000.00	\$ 34,500.00
001-1441-541-10-24	WORKER'S COMPENSATION	\$ 8,200.00	\$ 9,900.00
001-1441-541-10-25	MEDICARE	\$ 2,400.00	\$ 3,500.00
	<b>Subgroup : [10] Personnel Services</b>	<b>\$ 225,200.00</b>	<b>\$ 330,421.00</b>
<b>PUBLIC WORKS</b>	<b>OPERATING</b>		
001-1441-541-30-31	PROFESSIONAL SERVICES	\$ 5,000.00	\$ 15,000.00
001-1441-541-30-34	OTHER CONTRACTUAL SERVICES	\$ 17,000.00	\$ 25,000.00
001-1441-541-30-40	TRAVEL & PER DIEM	\$ 2,000.00	\$ 2,500.00
001-1441-541-30-41	COMMUNICATIONS SERVICES	\$ 5,000.00	\$ 5,500.00
001-1441-541-30-43	UTILITY SERVICES	\$ 120,000.00	\$ 75,000.00
001-1441-541-30-44	RENTALS & LEASES		\$ 31,000.00
001-1441-541-30-45	INSURANCE	\$ 18,000.00	\$ 22,500.00
001-1441-541-30-46	REPAIR & MAINTENANCE	\$ 41,500.00	\$ 43,000.00
001-1441-541-30-48	PROMOTIONAL & ADVERTISING	\$ -	\$ 20,000.00
001-1441-541-30-51	OFFICE SUPPLIES	\$ 1,125.00	\$ 1,200.00
001-1441-541-30-52	OPERATING SUPPLIES	\$ 29,000.00	\$ 29,000.00
001-1441-541-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ 17,200.00	\$ 17,600.00
001-1441-541-30-55	EDUCATIONAL COURSES	\$ 6,000.00	\$ 6,000.00
001-1441-541-30-57	VEHICLE REPAIR & MAINTENANCE	\$ 27,500.00	\$ 15,000.00
001-1441-541-30-58	GAS, OIL & LUBRICANTS	\$ 12,000.00	\$ 14,000.00
001-1441-541-30-59	UNIFORMS	\$ 2,200.00	\$ 1,200.00
001-1441-541-80-20	A1A LANDSCAPING	\$ -	\$ 1,000.00
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$ 303,525.00</b>	<b>\$ 324,500.00</b>
<b>PUBLIC WORKS</b>	<b>CAPITAL OUTLAY</b>		
001-1441-541-60-62	BUILDING IMPROVEMENTS	\$ 25,000.00	\$ 25,000.00
001-1441-541-60-63	IMPROVEMENTS NOT BUILDINGS	\$ 20,000.00	\$ 40,000.00
001-1441-541-60-64	MACHINERY & EQUIPMENT	\$ 65,850.00	\$ 30,000.00
	<b>Subgroup : [60] CAPITAL OUTLAY</b>	<b>\$ 110,850.00</b>	<b>\$ 95,000.00</b>
	<b>TOTAL</b>	<b>\$ 639,575.00</b>	<b>\$ 749,921.00</b>

Public Works Department								
Capital Requests	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Division	Type	Fund
Dune Crossover maintenance	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	Public Works	60-63 Improvements, Not	001-1441-541-60-63
Building Maintenance	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	Public Works	60-62 Building Improve	001-1441-541-60-62
Roller Compactor	\$ 50,000					Public Works	60-64 Machinery and Equi	001-1441-541-60-64
Mower	\$ 15,000	\$ 15,000	\$ 15,000			Public Works	60-64 Machinery and Equi	001-1441-541-60-64
Claw Truck	\$ 200,000					Public Works	60-64 Machinery and Equi	001-1441-541-60-64
All terrain lift	\$ 150,000					Public Works	60-64 Machinery and Equi	001-1441-541-60-64
Water Trailer	\$30,000					Public Works	60-64 Machinery and Equi	001-1441-541-60-64
Tree Cutting & Trimming	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Public Works	30-34 Contractual Service	001-1441-541-30-34
Replacement Christmas Lights & Ornaments	\$ 15,000	\$ 15,450	\$ 15,914	\$ 16,391	\$ 16,883	Public Works	30-48 Christmas	001-1441-541-30-48
Studies and design services	\$ 100,000	\$ 110,000	\$ 120,000	\$ 130,000	\$ 140,000	Public Works	30-31 Professional Service	001-1441-541-30-31

Public Works Department								
Operating Supplies	Number	Unit	Unit Cost	FY 2023	Division	Type	Fund	Notes
Tool & Equipment Rental	6	wk	\$ 5,000.00	\$ 30,000	Public Works	30-44 Rentals & Leases	001-1441-541-30-44	Specialty tools, georgia buggy, pumps, floor cleaner, lights, lifts, MOT signs, etc.
Lawn mower and small equipment spare parts	1		\$ 5,000.00	\$ 5,000	Public Works	30-52 Operating Supply	001-1441-541-30-52	Belts, spindles, tires, blades, filters, chains, bars, spark plugs, etc.
Pest Control	12	monthly	\$ 375.00	\$ 4,500	Public Works	30-34 Contractual Service	001-1441-541-30-34	
Electricitian services	1	annually	\$ 5,000.00	\$ 5,000	Public Works	30-48 Christmas	001-1441-541-30-48	Electricitian services for christmas lights and ornaments
Copier lease	12	Mo	\$ 11.67	\$ 140	Public Works	30-44 Rentals & Leases	001-1441-541-30-44	

ACCOUNT	DESCRIPTION	FY 22 BUDGET	PROPOSED FY 23 BUDGET
<b>WATER &amp; SEWER Fund</b>			
Total Revenue			
Unassigned			
<b>[300] Total Revenue</b>			
<b>Water &amp; Sewer Fund</b>			
401-0000-343-31-12	WATER TAPS	(15,000.00) \$	(10,000.00)
401-0000-343-31-15	WATER BASE CHARGE	(710,000.00) \$	(885,000.00)
401-0000-343-31-16	WATER VOLUME CHARGE	(1,000,000.00) \$	(767,000.00)
401-0000-343-51-13	SEWER TAPS	(17,550.00) \$	(8,000.00)
401-0000-343-51-15	SEWER BASE CHARGE	(1,090,500.00) \$	(1,238,000.00)
401-0000-343-51-16	SEWER VOLUME CHARGE	(2,018,000.00) \$	(1,750,000.00)
401-0000-343-61-10	Utility Credit Card Fees	0.00 \$	-
401-0000-343-61-19	SET-UP FEES	(11,520.00) \$	(7,500.00)
401-0000-343-65-15	RECONNECT FEES	(5,000.00) \$	(5,000.00)
401-0000-343-65-17	DELINQUENT FEES	(75,000.00) \$	(55,000.00)
401-0000-343-65-90	BAD DEBT RECOVERY	(1,485.00) \$	(1,000.00)
401-0000-361-10-00	INTEREST ON INVESTMENTS	\$	(2,500.00)
401-0000-369-90-00	OTHER MISC. REVENUES (ARPA) & APPROPRIATED FUND BALANCE	(1,787.85) \$	(3,913,005.00)
	<b>[300] Total Revenue</b>	<b>(4,965,842.85) \$</b>	<b>(8,642,005.00)</b>
	<b>[300] Total Revenue</b>		
<b>Personnel Services - General Administration</b>			
Unassigned			
<b>[433110] Personnel Services - General Administration</b>			
<b>Water &amp; Sewer Fund</b>			
401-4331-531-10-12	REGULAR SALARIES	371,260.00 \$	527,500.00
401-4331-531-10-14	OVERTIME	25,200.00 \$	1,500.00
401-4331-531-10-15	SPECIAL PAY	1,925.00 \$	2,250.00
401-4331-531-10-21	FICA	25,550.00 \$	32,900.00
401-4331-531-10-22	RETIREMENT CONTRIBUTIONS	21,000.00 \$	37,500.00
401-4331-531-10-23	LIFE & HEALTH INSURANCE	27,023.01 \$	77,000.00
401-4331-531-10-24	WORKERS' COMPENSATION	3,900.00 \$	5,300.00
401-4331-531-10-25	MEDICARE	6,000.00 \$	7,700.00
401-4331-531-20-00	OTHER POST EMPLOYMENT BENEFIT EXPENSE	0.00 \$	-
401-4331-531-90-98	Merit Pay Increase Policy		
	<b>[433110] Personnel Services - General Administration</b>	<b>481,858.01 \$</b>	<b>691,650.00</b>
	<b>[433110] Personnel Services - General Administration</b>		
<b>Operating Expenses - General Administration</b>			
Unassigned			
<b>[433130] Operating Expenses - General Administration</b>			
<b>Water &amp; Sewer Fund</b>			
401-4331-531-30-31	PROFESSIONAL SERVICES	56,000.00 \$	15,000.00
401-4331-531-30-32	ACCOUNTING AND AUDIT	18,000.00 \$	18,000.00
401-4331-531-30-41	COMMUNICATIONS SERVICES	600.00 \$	1,100.00
401-4331-531-30-45	INSURANCE	18,000.00 \$	16,250.00
401-4331-531-30-46	REPAIR AND MAINTENANCE	25,000.00 \$	25,000.00
401-4331-531-30-49	OTHER CURRENT CHARGES	10,000.00 \$	10,000.00
401-4331-531-30-52	OPERATING SUPPLIES	12,500.00 \$	4,800.00
401-4331-531-30-54	BOOKS, SUBSCRIPTIONS, & MEMBER	8,500.00 \$	11,800.00
401-4331-531-30-55	EDUCATIONAL COURSES	5,000.00 \$	5,000.00
401-4331-531-30-57	VEHICLE REPAIR & MAINTENANCE	5,000.00 \$	5,000.00
401-4331-531-30-59	UNIFORMS	1,000.00 \$	260.00
	<b>[433130] Operating Expenses - General Administration</b>	<b>159,600.00 \$</b>	<b>112,210.00</b>
	<b>[433130] Operating Expenses - General Administration</b>		
<b>WATER &amp; SEWER Fund</b>			
<b>Personnel Services - Sewer Services</b>			
Unassigned			
<b>[433510] Personnel Services - Sewer Services</b>			
<b>Water &amp; Sewer Fund</b>			
401-4335-535-10-12	REGULAR SALARIES	395,000.00 \$	442,000.00
401-4335-535-10-14	OVERTIME	35,400.00 \$	10,750.00
401-4335-535-10-15	SPECIAL PAY	1,900.00 \$	1,800.00
401-4335-535-10-21	FICA	27,000.00 \$	28,250.00
401-4335-535-10-22	RETIREMENT CONTRIBUTIONS	22,000.00 \$	29,000.00
401-4335-535-10-23	LIFE & HEALTH INSURANCE	77,700.00 \$	83,000.00
401-4335-535-10-24	WORKERS' COMPENSATION	16,200.00 \$	21,000.00
401-4335-535-10-25	MEDICARE	6,300.00 \$	6,600.00
	<b>[433510] Personnel Services - Sewer Services</b>	<b>581,500.00 \$</b>	<b>622,400.00</b>
	<b>[433510] Personnel Services - Sewer Services</b>		
<b>WATER &amp; SEWER Fund</b>			
<b>Operating Expenses - Sewer Services</b>			
Unassigned			

**[433530] Operating Expenses - Sewer Services**

<b>Water &amp; Sewer Fund</b>			
401-4335-535-30-31	PROFESSIONAL SERVICES	386,000.00	\$ 587,000.00
401-4335-535-30-34	OTHER CONTRACTUAL SERVICES	321,000.00	\$ 118,600.00
401-4335-535-30-40	TRAVEL AND PER DIEM	1,000.00	\$ 5,000.00
401-4335-535-30-41	COMMUNICATIONS SERVICES	4,200.00	\$ 4,200.00
401-4335-535-30-42	POSTAGE & SHIPPING	6,000.00	\$ 6,000.00
401-4335-535-30-43	UTILITY SERVICES	180,000.00	\$ 180,000.00
401-4335-535-30-44	RENTALS AND LEASES	2,000.00	\$ 36,140.00
401-4335-535-30-45	INSURANCE	60,000.00	\$ 17,000.00
401-4335-535-30-46	REPAIR AND MAINTENANCE	1,281,499.96	\$ 336,500.00
401-4335-535-30-49	OTHER CURRENT CHARGES	0.00	\$ -
401-4335-535-30-52	OPERATING SUPPLIES	95,100.00	\$ 316,625.00
401-4335-535-30-54	BOOKS, SUBSCRIPTIONS. & MEMBER	20,400.00	\$ 21,500.00
401-4335-535-30-55	EDUCATIONAL COURSES	10,000.00	\$ 7,500.00
401-4335-535-30-57	VEHICLE REPAIR & MAINTENANCE	30,000.00	\$ 15,500.00
401-4335-535-30-58	GAS, OIL, & LUBRICANTS	10,500.00	\$ 12,500.00
401-4335-535-30-59	UNIFORMS	5,200.00	\$ 2,250.00
<b>[433530] Operating Expenses - Sewer Services</b>		<b>2,412,899.96</b>	<b>\$ 1,666,315.00</b>

**[433530] Operating Expenses - Sewer Services**

**Capital Outlay - Sewer Services**

**Unassigned**

**[433560] Capital Outlay - Sewer Services**

<b>Water &amp; Sewer Fund</b>			
401-4335-535-60-62	Improvements - Buildings	0.00	\$ 2,050,000.00
401-4335-535-60-63	IMPROVEMENTS - NOT BUILDINGS	0.00	\$ 60,000.00
401-4335-535-60-64	MACHINERY & EQUIPMENT	123,000.00	\$ 360,000.00
<b>[433560] Capital Outlay - Sewer Services</b>		<b>123,000.00</b>	<b>\$ 2,470,000.00</b>

**[433560] Capital Outlay - Sewer Services**

**[433570] Debt Service - Sewer Services**

**Personnel Services - Water Services**

**Unassigned**

**[433610] Personnel Services - Water Services**

<b>Water &amp; Sewer Fund</b>			
401-4336-536-10-12	REGULAR SALARIES	272,200.00	\$ 310,000.00
401-4336-536-10-14	OVERTIME	39,000.00	\$ 15,000.00
401-4336-536-10-15	SPECIAL PAY	5,610.00	\$ 4,000.00
401-4336-536-10-21	FICA	19,640.00	\$ 20,500.00
401-4336-536-10-22	RETIREMENT CONTRIBUTIONS	3,492.94	\$ 25,000.00
401-4336-536-10-23	LIFE & HEALTH INSURANCE	18,048.48	\$ 69,000.00
401-4336-536-10-24	WORKERS' COMPENSATION	11,600.00	\$ 12,750.00
401-4336-536-10-25	MEDICARE	4,600.00	\$ 5,000.00
<b>[433610] Personnel Services - Water Services</b>		<b>374,191.42</b>	<b>\$ 461,250.00</b>

**[433610] Personnel Services - Water Services**

**WATER & SEWER Fund**

**Operating Expenses - Water Services**

**Unassigned**

**[433630] Operating Expenses - Water Services**

<b>Water &amp; Sewer Fund</b>			
401-4336-536-30-34	OTHER CONTRACTUAL SERVICES	580,000.00	\$ 437,700.00
401-4336-536-30-40	TRAVEL AND PER DIEM	300.00	\$ 5,000.00
401-4336-536-30-41	COMMUNICATIONS SERVICES	10,000.00	\$ 25,000.00
401-4336-536-30-42	POSTAGE (INC. FED EX)	5,000.00	\$ 5,000.00
401-4336-536-30-43	UTILITY SERVICES	40,000.00	\$ 40,000.00
401-4336-536-30-44	RENTALS AND LEASES	2,000.00	\$ 2,500.00
401-4336-536-30-45	INSURANCE	40,000.00	\$ 16,750.00
401-4336-536-30-46	REPAIR AND MAINTENANCE	73,000.00	\$ 29,500.00
401-4336-536-30-49	OTHER CURRENT CHARGES	0.00	\$ -
401-4336-536-30-52	OPERATING SUPPLIES	56,000.00	\$ 180,000.00
401-4336-536-30-54	BOOKS, SUBSCRIPTIONS. & MEMBER	20,800.00	\$ 22,100.00
401-4336-536-30-55	EDUCATIONAL COURSES	10,000.00	\$ 7,500.00
401-4336-536-30-57	VEHICLE REPAIR & MAINTENANCE	30,000.00	\$ 15,000.00
401-4336-536-30-58	GAS, OIL, & LUBRICANTS	10,000.00	\$ 15,000.00
401-4336-536-30-59	UNIFORMS	3,200.00	\$ 3,500.00
<b>[433630] Operating Expenses - Water Services</b>		<b>880,300.00</b>	<b>\$ 804,550.00</b>

**[433630] Operating Expenses - Water Services**

**Capital Outlay - Water Services**

**Unassigned**

**[433660] Capital Outlay - Water Services**

<b>Water &amp; Sewer Fund</b>			
401-4336-536-60-62	BUILDINGS	35,000.00	\$ 25,000.00



401-4336-536-60-63	IMPROVEMENTS - NOT BUILDINGS	800,000.00	\$	1,250,000.00
401-4336-536-60-64	MACHINERY & EQUIPMENT	86,500.00	\$	96,500.00
	<b>[433660] Capital Outlay - Water Services</b>	<b>921,500.00</b>	<b>\$</b>	<b>1,371,500.00</b>

<b>Debt Service - Water Services</b>				
<b>Unassigned</b>				
<b>[433670] Debt Service - Water Services</b>				
<b>Water &amp; Sewer Fund</b>				

[433670] Debt Service - Water Services

<b>WATER &amp; SEWER Fund</b>				
<b>Interfund Transfer Out</b>				
<b>Unassigned</b>				
<b>[91] Interfund Transfer Out</b>				
<b>Water &amp; Sewer Fund</b>				

401-4381-581-90-10	TRANSFER TO GENERAL FUND	0.00		\$0.00
401-4381-581-90-41	Transfer to 441	0.00		\$442,130.00
401-4381-581-90-42	Transfer to 411	8,365.00		\$0.00
401-4381-581-90-44	TRANS. TO DEP PAYMENT FUND	0.00		\$0.00
401-4381-581-90-45	TO W/S REVENUE REFUNDING BONDS 2013	0.00		\$0.00
401-4381-581-90-52	Transfer to 410	7,811.00		\$0.00
401-4381-581-90-53	Transfer to Fund 430	40,650.00		\$0.00
	<b>[91] Interfund Transfer Out</b>	<b>56,826.00</b>		<b>442,130.00</b>

<b>NET (INCOME) LOSS - Water &amp; Sewer Fund</b>		<b>1,025,832.54</b>		<b>0.00</b>
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Sewer Services

Operating Supplies	Number	Unit	Unit Cost	FY 2023	Division	Type	Fund	Notes
Manhole ring and cover	15	ea	\$ 600.00	\$ 9,000	Sewer	30-52 Operating Supply	401-4335-535-30-52	
DIP Fittings	10	ea	\$ 97.00	\$ 970	Sewer	30-52 Operating Supply	401-4335-535-30-52	
PVC Fittings Gasketed	12	ea	\$ 275.00	\$ 3,300	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Hydraulic Cement	30	5 gal	\$ 46.00	\$ 1,380	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Hydraulic Oil	4	5 gal	\$ 105.00	\$ 420	Sewer	30-58 Gas, Oil & Lubricants	401-4335-535-30-57	
DEF	4	5 gal	\$ 25.00	\$ 100	Sewer	30-57 Vehicle Repair & Maintenance	401-4335-535-30-57	
Sofium Hypochlorite	35000	gal	\$ 1.10	\$ 38,500	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Micro-C	13140	gal	\$ 4.30	\$ 56,502	Sewer	30-52 Operating Supply	401-4335-535-30-52	
40% Sodium Bisulfite	13000	gal	\$ 4.25	\$ 55,250	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Lab Supplies	12	mo	\$ 1,500.00	\$ 18,000	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Chlorine Granuals	48	ea	\$ 200.00	\$ 9,600	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Munox	800	gal	\$ 16.50	\$ 13,200	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Lime	250	Ea.	\$ 12.00	\$ 3,000	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Chlorine Tabs	24	ea	\$ 200.00	\$ 4,800	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Polymere	18	55-gal	\$ 850.00	\$ 15,300	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Tool & Equipment Rental	6	wk	\$ 6,000.00	\$ 36,000	Sewer	30-44 Rentals & Leases	401-4335-535-30-44	Pumps, lift, lights, generators, MOT signage, etc.
Clarifier Oil	20	5 gal	\$ 105.00	\$ 2,100	Sewer	30-58 Gas, Oil & Lubricants	401-4335-535-30-58	
Pump and Blower Lube	200	ea	\$ 20.00	\$ 4,000	Sewer	30-58 Gas, Oil & Lubricants	401-4335-535-30-58	
Pump Oil	20	5 gal	\$ 105.00	\$ 2,100	Sewer	30-58 Gas, Oil & Lubricants	401-4335-535-30-58	
Pump and Blower Belts	48	ea	\$ 50.00	\$ 2,400	Sewer	30-58 Gas, Oil & Lubricants	401-4335-535-30-58	
Blower Air Filters	24	ea	\$ 100.00	\$ 2,400	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Electrical Panel Relays	24	ea	\$ 200.00	\$ 4,800	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Soft Statrs				\$ -	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Concrete Cleanout Box with Sewer Lid	20	ea	\$ 86.00	\$ 1,720	Sewer	30-52 Operating Supply	401-4335-535-30-52	
4" Hard Suction hoses	6	ea	\$ 446.20	\$ 2,677	Sewer	30-52 Operating Supply	401-4335-535-30-52	
3" Hard Suction hoses	4	ea	\$ 282.00	\$ 1,128	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Soft Dis carge hose	12	50ft. Ea.	\$ 324.44	\$ 3,893	Sewer	30-52 Operating Supply	401-4335-535-30-52	
Locating Marking Paint	200	Ea.	\$ 12.00	\$ 2,400	Sewer	30-52 Operating Supply	401-4335-535-30-52	Various Colors Blue,White, Oorange,Red
Electricitian services	1	Annual	\$ 40,000.00	\$ 40,000	Sewer	30-34 Contractual Service	401-4335-535-30-34	Electricritan services at Lift Stations and WWTF
Schedule 80 PVC fittings / pipe	200	Annual	\$ 30.00	\$ 6,000	Sewer	30-52 Operating Supply	401-4335-535-30-52	Replacing old, brittle schedule 40 reuse water lines
Generator	1	Annually	\$ 7,500.00	\$ 7,500	Sewer	30-34 Contractual Service	401-4335-535-30-34	
Utility Bill Stuffer	12	Mo	\$ 450.00	\$ 5,400	Sewer	30-34 Contractual Service	401-4335-535-30-34	
Utility Bill Supplies	12	Mo	\$ 250.00	\$ 3,000	Sewer	30-52 Operating Supply	401-4335-535-30-52	Perferated sheets, toner, envelopes, etc.
Copier lease	12	Mo	\$ 11.67	\$ 140	Sewer	30-44 Rentals & Leases	401-4335-535-30-44	

Water Services

Operating Supplies	Number	Unit	Unit Cost	FY 2023	Division	Type	Fund	Notes
Pipe	300	LF	\$ 25.00	\$ 7,500	Water	30-52 Operating Supply	401-4336-536-30-52	
Meterboxes and lids	100	ea.	\$ 100.00	\$ 10,000	Water	30-52 Operating Supply	401-4336-536-30-52	
Gate Valve	10	ea	\$ 1,000.00	\$ 10,000	Water	30-52 Operating Supply	401-4336-536-30-52	
PVC Fittings	50	ea	\$ 18.00	\$ 900	Water	30-52 Operating Supply	401-4336-536-30-52	
DIP fittings		ea.	\$ 97.00	\$ 970	Water	30-52 Operating Supply	401-4336-536-30-52	
Curb Stops	100	ea	\$ 75.00	\$ 7,500	Water	30-52 Operating Supply	401-4336-536-30-52	
Corp Stop	100	ea.	\$ 75.00	\$ 7,500	Water	30-52 Operating Supply	401-4336-536-30-52	
Water Meters	Various Sizes	ea		\$ 50,000	Water	30-52 Operating Supply	401-4336-536-30-52	
3/4" Poly tubing	6	ea.	\$ 39.00	\$ 234	Water	30-52 Operating Supply	401-4336-536-30-52	
1" Poly tubing	12	ea.	\$ 65.00	\$ 780	Water	30-52 Operating Supply	401-4336-536-30-52	
1.25" Poly tubing	2	ea.	\$ 130.00	\$ 260	Water	30-52 Operating Supply	401-4336-536-30-52	
1.5" Poly tubing	4	Lfea	\$ 148.00	\$ 592	Water	30-52 Operating Supply	401-4336-536-30-52	
2" poly tubing	4	ea.	\$ 228.00	\$ 912	Water	30-52 Operating Supply	401-4336-536-30-52	
Repair bands	15	ea.	\$ 350.00	\$ 5,250	Water	30-52 Operating Supply	401-4336-536-30-52	

Tapping Saddles	30	ea	\$ 109.00	\$ 3,270	Water	30-52 Operating Supply	401-4336-536-30-52	
Limerock	168	ton	\$ 33.00	\$ 5,544	Water	30-52 Operating Supply	401-4336-536-30-52	
57 Stone	100	ton	\$ 34.00	\$ 3,400	Water	30-52 Operating Supply	401-4336-536-30-52	
Mega Lugs	40	ea	\$ 71.00	\$ 2,840	Water	30-52 Operating Supply	401-4336-536-30-52	
Assecory Kits	40	ea.	\$ 25.00	\$ 1,000	Water	30-52 Operating Supply	401-4336-536-30-52	
D.I. Fittings		ea	\$ 97.00	\$ 1,164	Water	30-52 Operating Supply	401-4336-536-30-52	
Fire Hydrants	10	ea.	\$ 1,600.00	\$ 16,000	Water	30-52 Operating Supply	401-4336-536-30-52	
Hydraulic Oil	4	5 gal	\$ 105.00	\$ 420	Water	30-58 Gas, Oil & Lubricants	401-4336-536-30-52	
Heavy Equipment Enginer Oil	5	5 gal	\$ 105.00	\$ 525	Water	30-58 Gas, Oil & Lubricants	401-4336-536-30-58	
Equipment lube	100	ea.	\$ 10.00	\$ 1,000	Water	30-58 Gas, Oil & Lubricants	401-4336-536-30-58	
Heavy Equipment Enginer Oil	5	5 gal	\$ 105.00	\$ 525	Sewer	30-58 Gas, Oil & Lubricants	401-4336-536-30-58	
Equipment lube	100	ea.	\$ 10.00	\$ 1,000	Sewer	30-58 Gas, Oil & Lubricants	401-4336-536-30-58	
Sodium Hypochlorite	22000	gal	\$ 1.10	\$ 24,200	Water	30-52 Operating Supply	401-4336-536-30-52	
Lab Supplies	12	mo	\$ 250.00	\$ 3,000	Water	30-52 Operating Supply	401-4336-536-30-52	
Cast Iron Valve Boxes	20	ea.	\$ 95.00	\$ 1,900	Water	30-52 Operating Supply	401-4336-536-30-52	
Locating Marking Paint	200	Ea.	\$12.00	\$ 2,400	Water	30-52 Operating Supply	401-4336-536-30-52	Various colors Blue,White, Oarnge,Red
Electricitian services	1	Annual	\$ 15,000.00	\$ 10,000	Water	30-34 Contractual Service	401-4336-536-30-34	Electricitian services at WTP
Generator	1	annually	\$ 1,000.00	\$ 1,000	Water	30-34 Contractual Service	401-4336-536-30-34	
Utility Bill stuffer	12	Mo	\$ 450.00	\$ 5,400	Water	30-34 Contractual Service	401-4336-536-30-34	
Utility Bill Supplies	12	Mo	\$ 250.00	\$ 3,000	Water	30-52 Operating Supply	401-4336-536-30-52	
Copier lease	12	Mo	\$ 11.67	\$ 140	Water	30-44 Rentals & Leases	401-4336-536-30-44	

Water & Sewer Administration

Capital Requests	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Division	Type	Fund
Building Maintenance	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	Water/Sewer Admin	30-46 Repair & Maintenance	401-4331-531-30-46

Water Services

Capital Requests	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Division	Type	Fund
Truck Replacement	\$ 40,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	Water	60-64 Machinery and Equipment	401-4336-536-60-64
Water Main Replacement	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	Water	60-63 Improvements, Not Buildings	401-4336-536-60-63
Building Maintenance	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	Water	60-62 Building Improvements	401-4336-536-60-62
Mower	\$ 10,000					Water	60-64 Machinery and Equipment	401-4336-536-60-64
WTP New Well	\$ 2,000,000					Water	60-63 Improvements, Not Buildings	401-4336-536-60-63
WTP New Well construction admin	\$ 300,000					Water	30-31 Professional Services	401-4336-536-30-31
WTP Electrical upgrade design		\$ 450,000				Water	30-31 Professional Services	401-4336-536-30-31
WTP Electrical upgrades			\$ 1,750,000			Water	60-64 Machinery and Equipment	401-4336-536-60-64
Water Tower Maintenance	\$ 16,000	\$ 16,480	\$ 16,974	\$ 17,484	\$ 18,008	Water	30-34 Contractual Service	401-4336-536-30-34
FDEP Surveillance Fees and permitting	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	Water	30-34 Contractual Service	401-4336-536-30-34
Electrical Contractor	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	Water	30-34 Contractual Service	401-4336-536-30-34
Small mud pumps	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	Water	60-64 Machinery and Equipment	401-4336-536-60-64
Ground Penetrating Radar for utility locating				\$ 50,000		Water	60-64 Machinery and Equipment	401-4336-536-60-64
AquaTap tapping machine	\$ 4,000					water	60-64 Machinery and Equipment	401-4336-536-60-64
Water and Sewer Rate Study	\$ 18,700					Water	30-31 Professional Services	401-4336-536-30-31
WIFIA Loan	\$ 50,000					Water	30-31 Professional Services	401-4336-536-30-31
WTP ground storage tank repairs	\$ 180,000	\$ 180,000				Water	30-34 Contractual Service	401-4336-536-30-34

Sewer Services

Capital Requests	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Division	Type	Fund
Manhole & Sewer Rehab	\$ 80,000	\$ 90,000	\$ 100,000	\$ 110,000	\$ 120,000	Sewer	30-46 Repair & Maintenance	401-4331-531-30-46
Harbin Trailer replacement (1999)			\$ 200,000			Sewer	60-64 Machinery and Equipment	401-4335-535-60-64
Sewer Main Replacement				\$ 350,000	\$ 350,000	Sewer	60-63 Improvements, Not Buildings	401-4335-535-60-63
Utility Truck	\$ 175,000					Sewer	60-64 Machinery and Equipment	401-4335-535-60-64
Truck Replacement		\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	Sewer	60-64 Machinery and Equipment	401-4335-535-60-64
Building Maintenance	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	Sewer	60-62 Building Improvements	401-4335-535-60-62
Phase 1 WWTF Upgrades		\$ 400,000				Sewer	60-62 Building Improvements	401-4335-535-60-62
Phase 2 WWTF design upgrades	\$ 900,000					Sewer	30-31 Professional Services	401-4335-535-30-31
Phase 2 WWTF Upgrades		\$ 3,000,000	\$ 2,000,000			Sewer	60-62 Building Improvements	401-4335-535-60-62
SB64 - WWTF design		\$ 1,000,000	\$ 1,000,000			Sewer	30-31 Professional Services	401-4335-535-30-31
SB64 WWTF				\$ 10,000,000	\$ 10,000,000	Sewer	60-63 Improvements, Not Buildings	401-4335-535-60-63
HACH Annual Equipment Maintenance	\$ 13,000	\$ 13,390	\$ 13,792	\$ 14,205	\$ 14,632	Sewer	30-34 Contractual Service	401-4335-535-30-34
HACH Annual software Maintenance	\$ 4,500	\$ 4,635	\$ 4,774	\$ 4,917	\$ 5,065	Sewer	30-34 Contractual Service	401-4335-535-30-34
FDEP Surveillance Fees and permitting	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	Sewer	30-34 Contractual Service	401-4335-535-30-34
Emma Lane and Tara Court Lift Station Pump & Rail Replacements	\$ 25,000					Sewer	30-46 Repair & Maintenance	401-4335-535-30-46
Bay Street Lift Station Level Tracker replacemenet	\$ 20,000					Sewer	30-46 Repair & Maintenance	401-4335-535-30-46
Electrical Contractor	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	Sewer	30-34 Contractual Service	401-4335-535-30-34
Portable Pump	\$ 55,000		\$ 55,000		\$ 60,000	Sewer	60-64 Machinery and Equipment	401-4335-535-60-64
WWTF Composite Samplers	\$ 20,000					Sewer	30-46 Repair & Maintenance	401-4331-531-30-46
Influent Pump House No. 1 New Roof	\$ 9,000					Sewer	60-62 Building Improvements	401-4335-535-60-62
Replacement of 5 Doors by Contractor	\$ 7,000					Sewer	60-62 Building Improvements	401-4335-535-60-62
Replace Micro-C Pumps, Skid, Piping	\$ 25,000					Sewer	30-46 Repair & Maintenance	401-4331-531-30-46
Scum Pump Panel and Pump Installation	\$ 10,000					Sewer	30-46 Repair & Maintenance	401-4331-531-30-46
RAS / WAS Panel Installation & Configuration to PLC	\$ 10,000					Sewer	30-46 Repair & Maintenance	401-4331-531-30-46
Rotary Blower for IFAS Install & Configuration to PLC	\$ 10,000					Sewer	30-46 Repair & Maintenance	401-4331-531-30-46
Waterproof Hand Held Radios	\$ 3,000					Sewer	30-52 Operating Supply	401-4335-535-30-52
Laboratory Vacuum Pump	\$ 2,000					Sewer	30-52 Operating Supply	401-4335-535-30-52
% Solids Moisture Balance for Bio-Solids	\$ 5,000					Sewer	30-52 Operating Supply	401-4335-535-30-52

Replace Intermediate Pump Flow Meter	\$	5,000				Sewer	30-46 Repair & Maintenance	401-4331-531-30-46
GEN-EYE Sewer Camera			\$	15,000		sewer	60-64 Machinery and Equipment	401-4335-535-60-64
Water and Sewer Rate Study	\$	36,300				Sewer	30-31 Professional Services	401-4335-535-30-31
SRF	\$	50,000				Sewer	30-31 Professional Services	401-4335-535-30-31
WWTF replace gaskets in Plant 1 air lines	\$	80,000				Sewer	30-46 Repair & Maintenance	401-4331-531-30-46
WWTF EQ basin discharge modifications	\$	60,000				Sewer	60-63 Improvements, Not Buildings	401-4335-535-60-63
WWTF add aeration to EQ basin	\$	100,000				Sewer	60-64 Machinery and Equipment	401-4335-535-60-64
WWTF Plant 1 replacement clarifier 3-foot skimming device	\$	5,000				Sewer	30-46 Repair & Maintenance	401-4335-535-30-46

ACCOUNT	DESCRIPTION	BUDGET		PROPOSED BUDGET	
		FY 2022		FY 2023	
<b>STORMWATER UTILITIES</b>					
Total Revenues					
Unassigned					
[300] Total Revenues					
Stormwater Utility Fund					
441-0000-337-20-20	Emergency Management Grant	0.00	\$	-	
441-0000-343-71-10	STORMWATER UTILITY FEES	(1,171,200.00)	\$	(1,090,500.00)	
441-0000-361-10-00	Interest Income	(670.00)	\$	-	
441-0000-381-41-00	TRANSFER FROM 401	(126,744.00)	\$	(442,130.00)	
441-0000-381-64-00	TRANSFER FROM GAS TAX	(165,330.00)	\$	-	
441-0000-389-10-00	APPROPRIATED RESERVES				
[300] Total Revenues		(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	198,000.00	\$	335,000.00	
441-1441-541-10-14	OVERTIME	13,000.00	\$	2,000.00	
441-1441-541-10-15	SPECIAL PAY	4,900.00	\$	5,200.00	
441-1441-541-10-21	FICA	13,020.00	\$	21,250.00	
441-1441-541-10-22	RETIREMENT CONTRIBUTIONS	15,650.00	\$	24,000.00	
441-1441-541-10-23	LIFE & HEALTH INSURANCE	49,650.00	\$	66,500.00	
441-1441-541-10-24	WORKERS' COMPENSATION	7,350.00	\$	9,000.00	
441-1441-541-10-25	MEDICARE	3,050.00	\$	5,000.00	
[10] Personnel Services		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	680,000.00	\$	375,000.00	
441-1441-541-30-32	ACCOUNTING & AUDIT	1,200.00	\$	5,000.00	
441-1441-541-30-34	OTHER CONTRACTUAL SERVICES.	33,000.00	\$	38,000.00	
441-1441-541-30-40	TRAVEL & PER DIEM	0.00	\$	-	
441-1441-541-30-41	COMMUNICATIONS SERVICES	800.00	\$	1,200.00	
441-1441-541-30-45	INSURANCE	10,300.00	\$	18,000.00	
441-1441-541-30-46	REPAIR AND MAINTENANCE	249,500.00	\$	25,000.00	
441-1441-541-30-49	OTHER CURRENT CHARGES	0.00	\$	500.00	
441-1441-541-30-52	OPERATING SUPPLIES	6,500.00	\$	6,500.00	
441-1441-541-30-55	EDUCATIONAL COURSES	4,000.00	\$	4,000.00	
441-1441-541-30-57	VEHICLE REPAIR & MAINTENANCE	100,000.00	\$	50,000.00	
441-1441-541-30-58	GAS, OIL & LUBRICANTS	10,000.00	\$	15,000.00	
441-1441-541-30-59	UNIFORMS	625.00	\$	650.00	
		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	\$	25,000.00	
441-1441-541-60-63	IMPROVEMENTS, NOT BUILDINGS	883,886.02	\$	100,000.00	
441-1441-541-60-64	MACHINERY & EQUIPMENT	148,000.00	\$	359,500.00	
[60] Capital Outlay		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	39,530.00	\$	39,530.00	
441-1441-582-70-72	INTEREST EXPENSE	1,540.00	\$	1,800.00	
[70] Debt Service		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	
441-4381-581-90-10	TRANSFER TO GENERAL FUND	0.00		\$0.00	
[91] Interfund Transfer Out		0.00		\$0.00	
[91] Interfund Transfer Out					
Unassigned					
None					
None					
NET (INCOME) LOSS - STORMWATER UTILITIES		1,009,557.02		0.00	

Stormwater							
Capital Requests	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Fund	Type
Building Maintenance	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	441-1441-541-60-62	60-62 Building Improvements
Trackhoe with mower attachment	\$ 75,000					441-1441-541-60-64	60-64 Machinery and Equipment
MS4 Annual Reporting and BMAP Assistance	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	441-1441-541-30-31	30-31 Professional Services
Davis Street Culvert design	\$ 350,000					441-1441-541-30-31	30-31 Professional Services
Davis Street Culvert Replacement		\$ 1,500,000				441-1441-541-60-63	
FDEP Surveillance Fees and permitting	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	441-1441-541-30-34	30-34 Contractual Service
Mower Attachment for Boom Mower 50" HD Boom Flail Mower Head	\$22,000					441-1441-541-60-64	60-64 Machinery and Equipment

Stormwater						
Operating Supplies	Number	Unit	Unit Cost	FY 2023	Fund	
Streetsweeper replacement brooms	12	box	\$ 200.00	\$ 2,400	441-1441-541-30-52	
Area Drains	6	box	\$ 575.00	\$ 3,450	441-1441-541-30-52	
Stormpipe	4	ea.	\$ 860.00	\$ 3,440	441-1441-541-30-52	
HDPE Storm pipe	6	ea.	\$ 670.00	\$ 4,020	441-1441-541-30-52	
4" Hard Suction hoses	6	ea.	\$ 446.20	\$ 2,677	441-1441-541-30-52	
3" Hard Suction hoses	4	ea.	\$ 282.00	\$ 1,128	441-1441-541-30-52	
Soft Dis charge hose	12	50ft. Ea.	\$ 324.44	\$ 3,893	441-1441-541-30-52	
Menzy lease	1	yearly	\$ 39,600	\$ 39,600	441-1441-582-70-60	
Menzy lease - Interest Expense	1	yearly	\$ 1,600.00	\$ 1,600	441-1441-582-70-72	
Utility Bill Stuffer	12	Mo	\$ 450.00	\$ 5,400	441-1441-541-30-34	
Utility Bill Supplies	12	Mo	\$ 250.00	\$ 3,000	441-1441-541-30-52	
Copier lease	12	Mo	\$ 11.67	\$ 140	441-1441-541-30-44	

ACCOUNT	DESCRIPTION	BUDGET	PROPOSED BUDGET
		FY 2022	FY 2023
<b>SANITATION FUND</b>			
Total Revenues			
Unassigned			
[300] Total Revenues			
Sanitation Fund			
430-0000-343-41-42	GARBAGE PICKUP	(1,344,000.00)	\$ (1,340,000.00)
430-0000-343-41-45	TIPPING FEES	(25,200.00)	\$ (25,200.00)
430-0000-361-10-00	INTEREST ON INVESTMENTS	0.00	\$ -
430-0000-381-41-00	Transfer from Water Sewer to Sanitation	(40,650.00)	\$ -
[300] Total Revenues		(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	70,100.00	\$ 82,000.00
430-4334-534-10-14	OVERTIME	10,000.00	\$ 1,000.00
430-4334-534-10-15	SPECIAL PAY	900.00	\$ 750.00
430-4334-534-10-21	FICA	5,050.00	\$ 5,200.00
430-4334-534-10-22	RETIREMENT CONTRIBUTIONS	4,400.00	\$ 6,000.00
	LIFE & HEALTH INSURANCE	12,700.00	\$ 6,500.00
430-4334-534-10-24	WORKERS' COMPENSATION	2,100.00	\$ 2,200.00
430-4334-534-10-25	MEDICARE	1,200.00	\$ 1,500.00
430-4334-534-20-00	OTHER POST EMPLOYMENT BENEFIT EXPENSE	0.00	\$ -
[10] Personnel Services		106,450.00	\$ 105,150.00
[10] Personnel Services			
Operating Expenses			
Unassigned			
[30] Operating Expenses			
Sanitation Fund			
430-4334-534-30-32	ACCOUNTING & AUDIT	4,650.00	\$ 4,700.00
430-4334-534-30-33	WASTE HAULING FEE - TIPPING	0.00	\$ -
430-4334-534-30-34	OTHER CONTRACTUAL SERVICES.	1,236,000.00	\$ 1,200,000.00
430-4334-534-30-41	COMMUNICATIONS SERVICES	0.00	\$ -
430-4334-534-30-42	POSTAGE (INC. FED EX)	5,000.00	\$ 5,000.00
430-4334-534-30-45	INSURANCE	15,200.00	\$ 5,600.00
430-4334-534-30-46	REPAIR AND MAINTENANCE	20,200.00	\$ 15,000.00
430-4334-534-30-49	OTHER CURRENT CHARGES	10,000.00	\$ 4,200.00
430-4334-534-30-52	OPERATING SUPPLIES	6,000.00	\$ 7,500.00
430-4334-534-30-59	UNIFORMS	350.00	\$ 150.00
[30] Operating Expenses		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		(6,000.00)	\$ (17,900.00)



ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [101] POLICE EDUCATION FUND</b>			
<b>Subgroup : [300] Total Receipts</b>			
<b>Fund : None Unassigned</b>			
<b>Fund : 101 Police Education Fund</b>			
101-0000-351-10-00	COURT COST	\$ (35,000.00)	\$ (20,000.00)
101-0000-361-10-00	INTEREST ON INVESTMENTS		
<b>TOTALS</b>		<b>\$ (35,000.00)</b>	<b>\$ (20,000.00)</b>
<b>Subgroup : [30] Total Operating Expenses</b>			
101-1221-521-30-52	OPERATING SUPPLIES	110.00	\$ 150.00
101-1221-521-30-55	EDUCATIONAL COURSES	3,900.00	\$ 4,000.00
101-1221-521-30-40	TRAVEL & PER DIEM	276.00	
<b>TOTALS</b>		<b>3,100.00</b>	
<b>Group : [101] POLICE EDUCATION FUND</b>		<b>(2,390.53)</b>	<b>\$ (15,850.00)</b>

ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [105] CONVENTION DEVELOPMENT TAX FUND</b>			
<b>Subgroup : [300] Total Receipts</b>			
<b>Fund : 105 Convention Development Tax Fund</b>			
105-0000-312-10-00	LOCAL OPTION TOURIST TAX	\$ (6,530.00)	\$ (28,000.00)
105-0000-361-10-00	INTEREST ON INVESTMENTS	\$ -	\$ (40.00)
<b>TOTALS</b>		<b>\$ (6,530.00)</b>	<b>\$ (28,040.00)</b>
<b>Subgroup : [10] Personnel Services</b>			
<b>Subgroup : [30] Operating Expenses</b>			
<b>Fund : 105 Convention Development Tax Fund</b>			
105-1772-572-30-34	OTHER CONTRACTUAL SERVICES	6,530.00	\$ 28,040.00
<b>TOTALS</b>		<b>6,530.00</b>	<b>\$ 28,040.00</b>
<b>Subgroup : [60] Capital Outlay</b>			
<b>Fund : 105 Convention Development Tax Fund</b>			
105-1772-572-60-63	IMPROVEMENTS - NOT BLDGS.	0.00	\$ -
105-1772-572-60-64	MACHINERY & EQUIPMENT	0.00	\$ -
<b>TOTALS</b>		<b>0.00</b>	<b>\$ -</b>
<b>Subgroup : [91] Interfund Transfer Out</b>			
<b>Fund : 105 Convention Development Tax Fund</b>			
105-1772-572-90-10	TRANSFER TO GENERAL FUND	0.00	\$ -
105-1772-572-90-20	Transfer to other funds	0.00	\$ -
<b>Group : [105] CONVENTION DEVELOPMENT TAX FUND</b>		<b>0.00</b>	<b>0.00</b>

ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [106] FINES &amp; FORFEITURES</b>			
<b>Subgroup : [300] Total Receipts</b>			
<b>Fund : 106 Fines &amp; Forfeitures</b>			
106-0000-351-20-00	CONFISCATED PROPERTY	\$ (950.00)	\$ (950.00)
106-0000-361-10-00	INTEREST ON INVESTMENTS	\$ (2.00)	\$ (2.00)
<b>TOTALS</b>		<b>\$ (952.00)</b>	<b>\$ (952.00)</b>
<b>Subgroup : [30] Operating Expenses</b>			
<b>Fund : 106 Fines &amp; Forfeitures</b>			
106-1221-521-30-52	OPERATING SUPPLIES	\$ 952.00	\$ 952.00
<b>TOTALS</b>		<b>\$ 952.00</b>	<b>\$ 952.00</b>
<b>Group : [106] FINES &amp; FORFEITURES</b>		<b>\$ -</b>	<b>\$ -</b>

ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [107] LOCAL OPTION GAS TAX FUND</b>			
<b>Subgroup : [300] Total Receipts</b>			
<b>Fund : 107 Local Option Gas Tax Fund</b>			
107-0000-312-40-00	LOCAL OPTION GAS TAX/ALT FUEL	\$ (420,000.00)	\$ (360,000.00)
<b>TOTALS</b>		<b>\$ (420,000.00)</b>	<b>\$ (360,000.00)</b>
<b>Subgroup : [10] Personnel Services</b>			
<b>Fund : 107 Local Option Gas Tax Fund</b>			
107-1441-541-10-12	REGULAR SALARIES	\$ 163,320.00	\$ 174,000.00
107-1441-541-10-14	OVERTIME	\$ 18,700.00	\$ 3,850.00
107-1441-541-10-15	SPECIAL PAY	\$ 4,110.00	\$ 3,150.00
107-1441-541-10-21	FICA	\$ 11,540.00	\$ 11,250.00
107-1441-541-10-22		\$ 12,400.00	\$ 11,500.00
107-1441-541-10-23	LIFE & HEALTH INSURANCE	\$ 26,800.00	\$ 27,930.00
107-1441-541-10-24	WORKERS' COMPENSATION	\$ 13,400.00	\$ 14,250.00
107-1441-541-10-25	MEDICARE	\$ 2,700.00	\$ 2,650.00
<b>TOTALS</b>		<b>\$ 252,970.00</b>	<b>\$ 248,580.00</b>
<b>Subgroup : [30] Operating Expenses</b>			
<b>Fund : 107 Local Option Gas Tax Fund</b>			
107-1441-541-30-41	COMMUNICATIONS SERVICES	\$ -	\$ 500.00
107-1441-541-30-59	UNIFORMS	\$ 1,700.00	\$ 800.00
<b>TOTALS</b>		<b>\$ 1,700.00</b>	<b>\$ 1,300.00</b>
<b>Subgroup : [60] Capital Outlay</b>			
<b>Fund : 107 Local Option Gas Tax Fund</b>			
107-1441-541-60-63	IMPROVEMENTS - NO BLDGS	\$ -	\$ -
107-1441-541-60-64	MACHINERY & EQUIPMENT	\$ -	\$ 107,500.00
<b>TOTALS</b>		<b>\$ -</b>	<b>\$ 107,500.00</b>
<b>Subgroup : [91] Interfund Transfer Out</b>			
<b>Fund : None Unassigned</b>			
<b>Fund : 107 Local Option Gas Tax Fund</b>			
107-1441-541-90-64	TRANSFER TO STORMWATER	\$ -	\$ -
<b>TOTALS</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Group : [107] LOCAL OPTION GAS TAX FUND</b>		<b>\$ (165,330.00)</b>	<b>\$ (2,620.00)</b>

ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [108] RADIO COMMUNICATION TRUST FUND</b>			
<b>Subgroup : [300] Total Receipts</b>			
<b>Fund : None Unassigned</b>			
<b>Fund : 108 Radio Communication Trust Fund</b>			
108-0000-359-10-00	RADIO COMM. TRUST FUND	\$ (14,500.00)	\$ (13,000.00)
108-0000-361-10-00	INTEREST ON INVESTMENTS	\$ (12.00)	\$ (12.00)
108-0000-389-10-00	APPROPRIATED FUND BALANCE	\$ -	\$ -
		\$ (14,512.00)	\$ (13,012.00)
<b>Subgroup : [30] Operating Expenses</b>			
<b>Fund : None Unassigned</b>			
<b>Fund : 108 Radio Communication Trust Fund</b>			
108-1221-521-30-52	OPERATING SUPPLIES	\$ 14,512.00	\$ 13,000.00
		\$ 14,512.00	\$ 13,000.00
<b>Group : [108] RADIO COMMUNICATION TRUST FUND</b>		\$ -	\$ (12.00)

ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [109] BETTER JAX 1/2 CENT TAX</b>			
<b>Subgroup : [300] Total Receipts</b>			
<b>Fund : None Unassigned</b>			
<b>Fund : 109 Better Jax 1/2 Cent Tax Fund</b>			
109-0000-337-20-50	BETTER JAX TAX RECEIPTS	\$ (510,000.00)	\$ (498,000.00)
109-0000-361-10-00	INTEREST ON INVESTMENTS	\$ -	\$ -
<b>TOTALS</b>		<b>\$ (510,000.00)</b>	<b>\$ (498,000.00)</b>
<b>Subgroup : [91] Interfund Transfer Out</b>			
<b>Fund : None Unassigned</b>			
<b>Fund : 109 Better Jax 1/2 Cent Tax Fund</b>			
109-1119-519-90-10	TRANSFER TO OTHER FUNDS	\$ 510,000.00	\$ 498,000.00
<b>TOTALS</b>		<b>\$ 510,000.00</b>	<b>\$ 498,000.00</b>
<b>Group : [109] BETTER JAX 1/2 CENT TAX</b>		<b>0.00</b>	<b>\$ -</b>

ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [110]</b>	<b>HOLIDAY/SPECIAL EVENTS FUND</b>		
<b>Subgroup : [300]</b>	<b>Total Receipts</b>		
<b>Fund : None</b>	<b>Unassigned</b>		
<b>Fund : 110</b>	<b>Holiday/Special Events Fund</b>		
110-0000-369-30-00	DONATIONS FOR DECORATIONS	\$ (5,000.00)	\$ (8,000.00)
110-0000-381-00-00	Movie With Mayor Revenues/Donations	\$ -	\$ (2,500.00)
110-0000-381-10-00	Interfund Transfers	\$ -	\$ -
110-0000-389-10-00	APPROPRIATED FUND BALANCE	\$ -	\$ -
<b>TOTALS</b>		<b>\$ (11,000.00)</b>	<b>\$ (10,500.00)</b>
<b>Subgroup : [30]</b>	<b>Operating Expenses</b>		
<b>Fund : None</b>	<b>Unassigned</b>		
<b>Fund : 110</b>	<b>Holiday/Special Events Fund</b>		
110-1119-519-30-48	PROMOTIONAL ACTIVITIES	\$ 5,000.00	\$ 5,000.00
110-1119-519-30-50	Movies With Mayor-Expenses	\$ -	\$ 5,500.00
<b>TOTALS</b>		<b>\$ 5,000.00</b>	<b>\$ 10,500.00</b>
<b>Group : [110]</b>	<b>HOLIDAY/SPECIAL EVENTS FUND</b>	<b>\$ (6,000.00)</b>	<b>\$ -</b>

ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [111] STREET IMPROVEMENT FUND (Formerly Fund 302)</b>			
<b>Subgroup : [300] Total Receipts</b>			
<b>Fund : 111 Street Improvement Fund</b>			
111-0000-335-12-20	8TH CENT GASOLINE TAX	\$ (61,500.00)	\$ (60,000.00)
111-0000-361-10-00	INTEREST ON INVESTMENTS	\$ -	\$ -
111-0000-381-10-00	TRANSFER FROM GENERAL FUND	\$ (510,290.00)	\$ -
<b>TOTALS</b>		<b>\$ (571,790.00)</b>	<b>\$ (60,000.00)</b>
<b>Subgroup : [30] Operating Expenses</b>			
111-1441-541-30-34	Other Contractual Services	\$ 1,500.00	\$ 1,500.00
111-1441-541-30-43	UTILITY SERVICES	\$ 3,500.00	\$ 6,500.00
111-1441-541-30-46	REPAIR AND MAINTENANCE	\$ 44,322.00	\$ -
111-1441-541-30-47	TOWN CENTER EXPENDITURES	\$ 50,000.00	\$ 38,000.00
111-1441-541-30-50	MAYPORT FLYOVER EXPEND.	\$ 10,000.00	\$ 5,000.00
111-1441-541-30-52	OPERATING SUPPLIES	\$ 5,500.00	\$ -
111-1441-541-30-53	ROAD MATERIALS & SUPPLIES	\$ 295,000.00	\$ 9,000.00
<b>TOTALS</b>		<b>\$ 409,822.00</b>	<b>\$ 60,000.00</b>
<b>Subgroup : [60] Capital Outlay</b>			
<b>Fund : 111 Street Improvement Fund</b>			
111-1441-541-30-61	Capital Outlay-Computer Software	\$ -	\$ -
111-1441-541-60-63	IMPROVEMENTS - NO BUILDINGS	\$ -	\$ -
111-1441-541-60-64	MACHINERY & EQUIPMENT	\$ 150,000.00	\$ -
<b>TOTALS</b>		<b>\$ 150,000.00</b>	<b>\$ -</b>
<b>Group : [111] STREET IMPROVEMENT FUND (Formerly Fund 302)</b>		<b>\$ (11,968.00)</b>	<b>\$ -</b>



ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
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Group : [200]		DEBT SERVICE	
Fund : 200		Debt Service	
200-1119-519-70-71	PRINCIPAL	\$ -	\$ -
200-1119-519-70-72	INTEREST	\$ -	\$ -
Group : [200]		DEBT SERVICE	
		\$ -	\$ -

ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [300]</b>	<b>CAPITAL IMPROVEMENT FUND</b>		
<b>Subgroup : [300]</b>	<b>Total Receipts</b>		
<b>Fund : None</b>	<b>Unassigned</b>		
<b>Fund : 102</b>	<b>Capital Improvement Fund</b>		
102-0000-337-70-00	Local Government Unit Grant	UNUSED	\$ -
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	UNUSED	
102-0000-381-00-00	INTERFUND TRANSFER	\$ -	\$ -
102-0000-381-10-00	TRANSFER FROM GENERAL FUND	UNUSED	\$ -
<b>TOTALS</b>		\$ -	\$ -
<b>Fund : 102</b>	<b>Capital Improvement Fund</b>		
102-1119-519-30-46	Repairs & Maintenance	\$ -	\$ -
<b>TOTALS</b>		\$ -	\$ -
<b>Fund : 102</b>	<b>Capital Improvement Fund</b>		
102-1110-569-60-65	CONSTRUCTION IN PROGRESS	UNUSED	UNUSED
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	UNUSED	UNUSED
<b>TOTALS</b>		\$ -	\$ -
<b>Fund : 102</b>	<b>Capital Improvement Fund</b>		
102-1119-519-90-20	TRANSFER TO OTHER FUNDS	\$ -	\$ -
<b>TOTALS</b>		\$ -	\$ -
<b>Group : [300]</b>	<b>CAPITAL IMPROVEMENT FUND</b>	\$ -	\$ -

ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [301] TOTAL EXPENDITURES - JARBOE PARK CIP FUND</b>			
<b>Subgroup : [300] Total Receipts</b>			
<b>Fund : None Unassigned</b>			
<b>Fund : 200 Debt Service</b>			
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	UNUSED	UNUSED
200-0000-381-10-00		\$ -	\$ -
200-0000-381-20-00	Grants	UNUSED	UNUSED
<b>TOTALS</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Fund : 200 Debt Service</b>			
200-1220-569-30-31	Jarboe Park Fund-Professional Services	\$ -	\$ -
<b>TOTALS</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Subgroup : [60] Capital Outlay</b>			
<b>Fund : None Unassigned</b>			
<b>Fund : 200 Debt Service</b>			
200-1220-569-60-63	Capital Outlay	\$ -	\$ -
200-1221-521-60-63	IMPROVEMENTS, NOT BUILDINGS	\$ -	\$ -
<b>TOTALS</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Group : [301] TOTAL EXPENDITURES - JARBOE PARK CIP FUND</b>		<b>\$ -</b>	<b>\$ -</b>

Public Works Department								
Capital Requests	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Division	Type	Fund
	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	Street Improvements	30-53 Road Material & Supplies	111-1441-541-30-53
Sidewalks	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	Street Improvements	30-53 Road Material & Supplies	111-1441-541-30-53

CUT FROM FINAL BUDGET FOR FY-23

# CITY OF NEPTUNE BEACH

2022 - 2023

## SENIOR ACTIVITY CENTER

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**MISSION** The NBSAC has a 18-year history of providing a diverse program for senior adults in a clean, safe, and easily accessible environment living in and around Neptune Beach, Atlantic Beach, Jacksonville Beach, and surrounding Duval County/Northern St. Johns County. The goals and objectives are to provide and encourage independent living, and enhance the quality of life for persons 60+. Promoting, sponsoring, and coordinating programs/activities, which are socially, physically, culturally, and intellectually stimulating achieve these goals and objectives.

### STAFFING TABLE

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

### MAJOR GOALS AND CHANGES

1. Welcome Seniors into the new facility for the first time since early 2020.

### CAPITAL REQUESTS

1. Porch and Parking area around the Senior Center will be started in FY-22 with an anticipated final completion date of December FY-23 for the porch.

<b>SENIOR CENTER (CDBG)</b>	
<b>Employee Name</b>	<b>Position</b>
Lyne, Leslie	Senior Center Director
VACANT	Administrative Assistant(Senior Center) 1
VACANT	Administrative Assistant(Senior Center) 2

ACCOUNT	DESCRIPTION	FY22BUDGET	PROPOSED FY23 BUDGET
<b>Group : [103]</b>	<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>		
<b>Subgroup : [300]</b>	<b>Total Receipts</b>		
<b>Fund : None</b>	<b>Unassigned</b>		
<b>Fund : 103</b>	<b>CDBG Fund</b>		
103-0000-337-30-00	PHYSICAL ENVIRONMENT	\$ (83,607.34)	\$ (48,000.00)
103-0000-341-75-00	Class Fees	\$ -	\$ (39,911.00)
	Travel Fees	\$ -	\$ (32,749.00)
103-0000-381-00-00	INTERFUND TRANSFER	\$ (83,605.00)	\$ -
103-0000-381-10-00	TRANSFER FROM GENERAL FUND	\$ -	\$ (65,000.00)
103-0000-383-00-00	DONATIONS	\$ (32,495.00)	\$ (11,500.00)
103-0000-383-10-00	DONATIONS - TAP	\$ -	\$ -
<b>Subgroup : [10]</b>	<b>Personnel Services</b>	\$ (199,707.34)	\$ (197,160.00)
<b>Fund : 103</b>	<b>CDBG Fund</b>		
103-1110-565-10-12	REGULAR SALARIES	\$ 84,400.00	\$ 89,500.00
103-1110-565-10-16	PTO LIABILITY	\$ -	\$ 7,640.00
103-1110-565-10-21	FICA	\$ 5,400.00	\$ 5,750.00
103-1110-565-10-22	RETIREMENT CONTRIBUTIONS	\$ 7,600.00	\$ 6,875.00
103-1110-565-10-23	LIFE & HEALTH INSURANCE	\$ 10,300.00	\$ 10,975.00
103-1110-565-10-24	WORKERS' COMPENSATION	\$ 150.00	\$ 750.00
103-1110-565-10-25	Medicare	\$ 1,250.00	\$ 1,500.00
<b>Subgroup : [30]</b>	<b>Operating Expenses</b>	\$ 109,100.00	\$ 122,990.00
<b>Fund : 103</b>	<b>CDBG Fund</b>		
103-1110-569-30-31	PROFESSIONAL SERVICES	\$ -	\$ 41,570.00
103-1110-569-30-34	OTHER CONTRACTUAL SERVICES.	\$ -	\$ -
103-1110-569-30-40	TRAVEL & PER DIEM	\$ 650.00	\$ 1,000.00
103-1110-569-30-41	COMMUNICATIONS SERVICES.	\$ 1,000.00	\$ 2,100.00
103-1110-569-30-43	UTILITY SERVICES	\$ 1,800.00	\$ 8,000.00
103-1110-569-30-45	INSURANCE	\$ 2,000.00	\$ 4,500.00
103-1110-569-30-46	REPAIRS & MAINTENANCE	\$ 1,000.00	\$ 1,500.00
103-1110-569-30-48	PROMOTIONAL & ADVERTISING	\$ 250.00	\$ 1,000.00
103-1110-569-30-49	OTHER CURRENT CHARGES	\$ -	\$ 4,500.00
103-1110-569-30-51	OFFICE SUPPLIES	\$ 200.00	\$ 5,000.00
103-1110-569-30-52	OPERATING SUPPLIES	\$ -	\$ 5,000.00
<b>TOTALS</b>		\$ 6,900.00	\$ 74,170.00
<b>Group : [103]</b>	<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>	<b>(83,707.34)</b>	<b>0.00</b>

# CITY OF NEPTUNE BEACH

2022 – 2023

## MOBILITY MANAGEMENT DEPARTMENT

---

**MISSION** The City of Neptune Beach, Mobility Management Department, was developed to benefit the customers and the businesses of the program, not just the organization. The mobility management program's primary tenet is to satisfy customers by making the parking system easy to use, affordable, and trouble free. To further its mission, the program strives to create a safe parking environment through well-lit, clean, and reliable operations; and promotes economic growth within the Beaches Town Center area and throughout the city.

### STAFFING TABLE

Type of Employee	2022-2023	2021-2022	Change
Full Time Bargaining	1	1	0
Full Time Non-Bargaining	0	0	0
Part Time Non-Bargaining	<u>5</u>	<u>5</u>	<u>0</u>
Total	<u><u>6</u></u>	<u><u>6</u></u>	<u><u>0</u></u>

### MAJOR GOALS AND CHANGES

1. Fully-implement a 3-hour free Residential Parking Permit Program.
2. Increase Revenue through changes to fee structure and amount for citations.

### CAPITAL REQUESTS

1. Routine Maintenance on equipment and possible replacement of enforcement equipment.



**MOBILITY MANAGEMENT**

<b>Employee Name</b>	<b>Position</b>
Steward, Megan	Mobility Management Director
Kuhn, Carlton (P)	Beaches Ambassador (Parking)
Richards, John (P)	Beaches Ambassador (Parking)
Richards, Lynn (P)	Beaches Ambassador (Parking)
Wittmer, Donald (P)	Beaches Ambassador (Parking)
Esparza, Joseph (P)	Beaches Ambassador (Parking)

ACCOUNT	DESCRIPTION	BUDGET		PROPOSED BUDGET	
		FY2022		FY 2023	
<b>MOBILITY MGMT</b>	<b>PERSONNEL SERVICES</b>				
500-0000-343-40-50	PAID PARKING - EV CHARGING STATION FEES	\$ (1,000.00)	\$	(3,500.00)	
500-0000-343-41-40	PAID PARKING - PARKING FEES	\$ (537,770.00)	\$	(720,000.00)	
500-0000-359-00-00	PAID PARKING CITATIONS	\$ (53,978.00)	\$	(75,000.00)	
500-0000-361-10-00	INTEREST INCOME	\$ -	\$	-	
500-0000-369-00-00	MISCELLANEOUS REVENUE	\$ -	\$	-	
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	\$ -	\$	-	
	<b>Subgroup : [500] Revenue</b>	<b>\$ (592,748.00)</b>	<b>\$</b>	<b>(798,500.00)</b>	
<b>MOBILITY MGMT</b>	<b>PERSONNEL SERVICES</b>				
500-1550-541-10-12	REGULAR SALARIES	\$ 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	\$ 10,000.00	\$	14,150.00	
500-1550-541-10-22	RETIREMENT CONTRIBUTIONS	\$ 10,000.00	\$	10,150.00	
500-1550-541-10-23	LIFE & HEALTH INSURANCE	\$ 14,600.00	\$	23,200.00	
500-1550-541-10-24	WORKER'S COMPENSATION	\$ 3,000.00	\$	3,700.00	
500-1550-541-10-25	MEDICARE	\$ 2,320.00	\$	3,300.00	
	<b>Subgroup : [10] Personnel Services</b>	<b>\$ 199,920.00</b>	<b>\$</b>	<b>290,980.00</b>	
<b>MOBILITY MGMT</b>	<b>OPERATING</b>				
500-1550-541-30-31	PROFESSIONAL SERVICES	\$ 74,000.00	\$	25,000.00	
500-1550-541-30-34	OTHER CONTRACTUAL SERVICES	\$ 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	\$ -	\$	8,000.00	
500-1550-541-30-43	UTILITY SERVICES	\$ 1,500.00	\$	2,000.00	
500-1550-541-30-45	INSURANCE	\$ 7,500.00	\$	25,000.00	
500-1550-541-30-46	REPAIR & MAINTENANCE	\$ 24,250.00	\$	29,000.00	
500-1550-541-30-51	OFFICE SUPPLIES	\$ 1,000.00	\$	3,550.00	
500-1550-541-30-52	OPERATING SUPPLIES	\$ 10,000.00	\$	14,500.00	
500-1550-541-30-54	BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	\$ -	\$	44,500.00	
500-1550-541-30-55	EDUCATIONAL COURSES	\$ 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	\$ 72,000.00	\$	120,000.00	
500-1550-541-30-90	PAID PARKING - MISCELLANEOUS	\$ -	\$	-	
500-1550-541-30-99	PAID PARKING - DEPRECIATION EXPENSE	\$ -	\$	-	
	<b>Subgroup : [30] Operating Expenditures</b>	<b>\$ 210,350.00</b>	<b>\$</b>	<b>344,717.00</b>	
<b>MOBILITY MGMT</b>	<b>CAPITAL OUTLAY</b>				
500-1550-541-60-62	BUILDING IMPROVEMENTS	\$ -	\$	-	
500-1550-541-60-63	IMPROVEMENTS NOT BUILDINGS	\$ -	\$	50,000.00	
500-1550-541-60-64	MACHINERY & EQUIPMENT	\$ -	\$	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	\$ -	\$	-	
	<b>Subgroup : [60] CAPITAL OUTLAY</b>	<b>\$ 75,000.00</b>	<b>\$</b>	<b>162,000.00</b>	
TOTAL (SURPLUS)/DEFICIT		\$ (107,478.00)	\$	(803.00)	



INTRODUCED BY:  
MAYOR BROWN

ORDINANCE NO. 2022-06

**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:

**Section 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	YES
Vice Mayor Kerry Chin	YES
Councilor Lauren Key	YES
Councilor Nia Livingston	YES
Councilor Josh Messinger	YES

Passed on First Reading on this 7<sup>th</sup> 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 19<sup>th</sup> day of September, 2022.

\_\_\_\_\_  
Elaine Brown, Mayor

ATTEST:

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Catherine Ponson, CMC  
City Clerk

Approved as to form and correctness:

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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:
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\_\_\_\_\_  
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 ?*

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORE CARD  
(REVISED 09/12/2022)**

**Workshop Agenda Item #3  
Dept Score Card**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
<b>CITY MANAGER'S OFFICE</b>					
Special Event Policy Update	Working on Framework	N/A	2/15/2021	12/31/2021	In progress
Comprehensive Emergency Management Plan Review	The MCEMP went through an exhaustive update last year 5/25/2021 Emergency Management Meeting with Staff; NBPD updating.	N/A	3/10/2021	1/30/2022	In Progress
Various Personnel Policy Updates	Draft back from consultants and with department heads for review and revision due 11/23/2021.	N/A	3/5/2021	1/30/2022	In progress
FOP Contract Negotiations			7/1/2021	TBD	
CFO Search	Begins 8/12/2021--estimated completion 9/30/2021		8/11/2021	12/30/2021	
Budget Planning	First hearing on 9/8/2021, second hearing on 9/20/2021		5/20/2021	9/27/2021	Complete
Beach Recycling, Container Improvements and Educational Signs at Beach Accesses			In progress		
Waste Pro Liquidated Damages	Liquidated damages calculated monthly for missed residential collections.	N/A	N/A	N/A	On-going
<b>FINANCE DEPARTMENT</b>					
Tyler Technologies Financial Software Replacement	Creating a new timeline for tyler Implementation		6/28/2022	Ongoing	
Fiscal Year 2021 Audit	Reconciling Cash and Variance Analysis		Ongoing	In progress	
New Banking Services	Receiving Credit Card Terminals		3/1/2021	In progress	
Cash Reconciliations	All cash accounts have been reconciled and current			In progress	
JP Moran Chase	Setting up the ACH accounts for billing and payroll			In progress	
<b>PLANNING AND COMMUNITY DEVELOPMENT</b>					
Building Department Activity (see CM report for Month)	Updated Monthly in the City Manager's Report	N/A	ongoing	In Progress	Ongoing
Code Enforcement Activity (see CM report for Month)	Updated Monthly in the City Manager's Report	N/A	ongoing	In Progress	Ongoing
Commercial Fire Inspection Activity (see CM report for Month)	Updated Monthly in the City Manager's Report	N/A	ongoing	In Progress	Ongoing
Community Development Board Meeting	August Meeting was Held for Sunshine Law Review	N/A	8/13/2022	9/6/2022	TBD

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORE CARD  
(REVISED 09/12/2022)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
<b>PLANNING AND COMMUNITY DEVELOPMENT</b>					
CRA: Finding of Necessity Research Data Collection and Analysis	Staff has placed this on hold pending the LDC adoption	N/A	N/A	Completed	TBD
CRA: Networking and Outreach	On hold	N/A	N/A	11/10/2021	TBD
CRA: Submit Finding of Necessity to DEO and Taxing Authorities	On hold	N/A	N/A	11/10/2021	TBD
CRA: Board Meeting	On hold	N/A	N/A	11/10/2021	TBD
CRA: Creation of the CRA Plan and Establishing a CRA Trust Fund	On hold	N/A	N/A	11/10/2021	TBD
Creation of GIS Maps for City	Staff is getting ArcMap installed on laptop devices and also obtaining layer, shapefile, and geodatabase info from Duval County	N/A	8/1/2022	8/8/2022	TBD
Impact Fees	Mr. Arline presented City Council with a breakdown explaining impact fees. Council directed Mr. Arline and the City Attorney to continue working on the impact fees.	TBD	8/15/2022	9/6/2022	TBD
Fee Resolution	Staff has presented the Fee Resolution to City Council for adoption it was tabled pending a comparison to existing fees and fees in other municipalities. Staff has the fees from the other municipalities and is creating a spreadsheet.	N/A	3/9/2022	9/6/2022	TBD
<b>GRANTS &amp; RESILIENCY</b>					
Jarboe Park Phase 1 - Tennis, Pickleball Courts & Volleyball Courts - Opening	Additional Landscaping - Grading and spreading of grass seed completed, final fencing will be removed when grass established		1/1/2021	9/9/2022	In progress
Jarboe Park Phase 1 - Tree Planting	Landscaping Contractor responding to comments from COJ Arborist, Contractor is now regularly watering		1/1/2021	9/9/2022	In progress
Jarboe Park- Additional Shade Structures	1st quote for additional shade received week of 5/2/2022, Attempting to get additional quotes		5/1/2022	9/9/2022	In progress
Resiliency Lab at Jarboe Park - StormSensor Expansion	City Council approved 5/2/2022, Sensors installed 5/9 to 5/20/2022 with follow-up work on week of 6/20/2022, Demo at City Hall on 6/30/22, Presentation scheduled for October City Council Workshop		5/1/2022	9/9/2022	In progress
Community Resilience Planning Grant	\$100,000 grant announced on 5/3/2022, initial grant documents received 5/9/2022, University of Florida drafting scope, Expansion Grant application submitted 9/1/2022	\$100,000 (Reimbursable Grant)	5/3/2022	9/9/2022	In progress
COJ Penman Road Complete Streets Project Study	Community Meeting on 12/15/202, design phase to begin 1/1/2023, staff level Stakeholder meeting held end of August, next community meeting will be scheduled by end of year		10/1/2021	9/9/2022	In progress
FDOT Atlantic Blvd and Third St Intersection Improvements and Bay Street Pedestrian Hybrid Beacon and Crosswalk	Construction started on 1/3/2022 - schedule delayed because new drainage structure had to be added to the project for Jax Beach Beacon, Completion anticipated by end of year		7/1/2021	9/9/2022	In progress



**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORE CARD  
(REVISED 09/12/2022)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
<b>POLICE DEPARTMENT</b>					
Motorola P1 Computer Aided Dispatch (CAD) Project	Provisioning nearing completion, train-the-trainer to start October 22	\$35,000	7/12/2019	Active	In progress
2020-JAGC-DUVA-7-5R-172 (Tech. / Wellness Project)	Project Completed, Pending Financial Closeout	\$57,002 (+/-)	7/1/2021	Pending Close-out	In progress
2021-JAGC-DUVA-4-3B-127 (Ammo)	Waiting on Back Order Items & Financial Closeout	\$52,858 (+/-)	1/1/2021	Active	In progress
Firehouse Public Safety Grants	Grant Awarded, Funds Received, Pending Purchase	20852 (+/-)	4/7/2022	Active	In progress
DUI Unit Body Worn Camera (BWC) & In-Car Camera Project	Kick-Off Call Completed, Deployment Pending	\$7,748	7/13/1905	Active	In progress
Patrol Rifle Refresh	Phase 3 Pending	\$5,000.00	7/13/1905	Pending	Pending
Narcan Initiative	Received 50 doses from HIDTA (free). Pending Training & Deployment	\$0	6/8/2022	Active	In progress
Special Needs Resident Identification	Pending Form Review/Edits and discussion with COJ EPD	\$0	9/6/2022	Active	In progress
<b>PUBLIC WORKS DEPARTMENT</b>					
Florida Blvd. Culvert Replacement Project	Project Close-out: - Contractor substantially completed - Punchlist items - permit close-outs - project completion documentation	Original Contract Price: \$921,754.49 Change Orders: \$24,581.70 Contract Price incorporating Change Orders: \$946,336.19	August 10, 2021	June 01, 2022	On-going

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORE CARD  
(REVISED 09/12/2022)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
<b>PUBLIC WORKS DEPARTMENT</b>					
WTP Emergency Response Plan	Complete	Consulting Fee: \$41,964.00	November 17, 2021	January 31, 2022	Completed
CUP Renewal and well relocation design	Professional Services: -The Supplemental Agreement with the Consultant was approved during the January 3, 2022 Council meeting - Kick-off meeting with the Consultant on 1/14/2022. - Consultant submitted the CUP renewal permit application to the SJRWMD on 6/10/2022. - Consultant working on preparing for RAI response to the SJRWMD.	Consulting Fee: \$421,000	January 07, 2022	July 30, 2023	On-Going
Phase I WWTF improvements to address the Consent Order	- Kick-off meeting with the City's Consultant held on January 10, 2022 - Consultant coordinating with FDEP on consent order modifications. - Consultant analyzed existing data, BioWIN modeling, and preliminary sizing calculations for plant 2 modifications. - SJRWMD notified the City of a cost share grant award of up to \$437,500 - Consultant working on additional grant funding with the State. - Consultant conducted site visit to view Plant 2 while it was drained. - Consultant submitted preliminary design technical memorandum, conducted review meeting, and comments provided back to consultant. - Consultant developing 30% design drawings	Consulting Fee: \$412,096.43	December 09, 2021	July 30, 2023	On-Going

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORE CARD  
(REVISED 09/12/2022)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
<b>PUBLIC WORKS DEPARTMENT</b>					
Stormwater strategic planning	<ul style="list-style-type: none"> <li>- Kick-off meeting held on December 21, 2021</li> <li>- Coordinated the public engagement meeting</li> <li>- Prepared public notice and coordinating advertisement of public meeting</li> <li>- Held Public Outreach meeting on March 30, 2022 from 5 pm to 7 pm to collect public input as a stakeholder in the planning process.</li> <li>- The Consultant developed two concept plans for the 400 block South Street drainage concerns.</li> <li>- The Consultant is working on a draft Construction Management at Risk (CMAR) solicitation document.</li> <li>- The Consultant prepared the draft stormwater strategic plan technical memorandum.</li> <li>- The draft stormwater strategic plan was presented the Transportation &amp; Infrastructure Planning Committee on 9/9/2022</li> </ul>	Consulting Fees: \$252,817	December 09, 2021	September 30, 2022	On-Going
MS4 compliance and annual report	<ul style="list-style-type: none"> <li>-The Supplemental Agreement for the consulting services was approved during the January 3, 2022 Council meeting.</li> <li>- Submitted the completed MS4 annual report to the FDEP on 3/28/2022.</li> <li>- On 4/12/2022 the FDEP responded that the City's MS4 annual report is administratively complete.</li> </ul>	Consulting Fees: \$19,000	January 07, 2022	September 30, 2022	Complete
Emergency gravity sewer main repairs on Forest Ave.	Complete	Purchase Authorizations Amount: \$380,766.96	January 04, 2022	TBD	Complete

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORE CARD  
(REVISED 09/12/2022)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
<b>PUBLIC WORKS DEPARTMENT</b>					
SB 64 planning	<ul style="list-style-type: none"> <li>- Working with Consultant along with the COJB and COAB to set up a joint meeting to discuss scoping sometime in the middle of January 2022.</li> <li>- January 5, 2022 FDEP notified Public Works that we 84 days to submit an approvable cover letter and plan.</li> <li>- Beaches coordination meeting on 1/20/2022.</li> <li>- Submit RAI response to the FDEP on 3/29/2022.</li> <li>- On 3/29/2022 FDEP responded they will let us know if they have any more questions, but think it should be good.</li> <li>- Consultant coordinating with other the beach communities for contracting and awaiting the other beach communities.</li> <li>- Discussed reaching out to JEA to request a meeting to explore what options that may have for consideration.</li> </ul>	Consultant Fees: TDB	TBD	March 30, 2022	Ongoing
Pavement assessment program (Roadbotics)	<ul style="list-style-type: none"> <li>- Mobility Management is assisting Public Works</li> <li>- The City sent Roadbotics a GIS file of the road line work</li> <li>- Driving roads within the City is complete.</li> <li>- Waiting for Roadbotics to complete their assessment.</li> </ul>	Software as Service Cost: \$4,000/yr.	October 08, 2021	September 30, 2022	On-going
City Signage Inventory (AgileMapper)	<ul style="list-style-type: none"> <li>- Planning to start the City signage inventory after the pavement assessment is completed</li> </ul>	Software as Service Cost: \$5,000/yr.	October 14, 2021	September 30, 2022	Planned
Water Tower Repairs and Maintenance	<ul style="list-style-type: none"> <li>- Coordination meeting with Utility Services/Suez on February 2, 2022.</li> <li>- Utility Services/Suez action items include: planning the phasing of the work to minimize road closures, use the limited space available neat the water tower and R-O-W across the street including the park at the 5-way intersection, preparing site plan, MOT plan, and advertisement that can be used for permitting and community engagement.</li> <li>- Utility Services/Suez inspected the water tower and performed a wash-out of the interior on 2/24/2022.</li> <li>- Utility Services/Suez coordinating with staff on the project.</li> <li>- Staff coordinated with Beaches Energy to temporarily remove light poles that would be in the way of Utility Services/Suez scope of work.</li> <li>- Staff coordinated to remove a tree that would be in the way of Utility Services/Suez scope of work.</li> <li>- Coordinating third party agreements between the carriers, Utility Services, and City to complete the work.</li> <li>- Utility services is coordinating needed supplies for the work</li> <li>- Coordinating R-O-W permitting</li> <li>- Coordinating agreements with carriers</li> </ul>	TBD	TBD	TBD	Planned

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORE CARD  
(REVISED 09/12/2022)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
<b>SENIOR ACTIVITY CENTER</b>					
CDBG Contract 2022-2023	Grant Submitted January 2022	Requesting \$44,895	10/1/2022	APPROVED FOR \$48,000	9/30/2023
Planning/discussions with Marquis Latimer & Halback, Inc engineering/landscaping/ porch design/build estimates	July 2021-present	\$35,000	7/1/2021	On-going	9/30/2022
Building porch, parking lot, storm water runoff, landscaping	Permit from SJWMD received 9/6/22	Est. \$221000	9/15/2022	In process	12/1/2022
Procurement of equipment/supplies/furniture	ongoing	\$90,000	9/1/2021	In process	10/30/2022
Request for estimates to build of porch/parking area/ purchase & install landscaping-8 firms	Working with City Manager, ML&H	NA	9/1/2022	TBD	9/15/2022
Install internet & phone lines	Comcast/Other carriers	\$150.00	12/1/2022	NA	On going
AB Mayor's Grant Application	In process	NA	8/1/2022	Approval anticipated October 2022	\$2500 request
Day Trip/Cultural & Social Experience	Van Gogh Exhibit, charter transportation, lunch	NA	11/5/2022-9:30a-3:30p	Planned/moving forward	Saturday, November 05, 2022
Day Trip/Cultural & Social Experience	Jesus Christ Superstar-TU Center for Performing Arts	NA	8/1/2022, 5pm-11pm	Party/charter transportation	Wednesday, March 22, 2023
Travel Club Presentation with Collette	Presenting Islands of NE, National Parks Tour, Northern Italy	NA	2023	Planning	Tuesday, Oct. 18, 4p-6p
Travel Club Opportunities	Planning with Premier World Discovery & Overseas Adventure Travel	Fundraising	2023	Planning	Opportunities thru 2023
Special Needs Residents Request Forms	Residents must submit respective forms annually	NA	9/1/2023	Design and post to City's website	Thursday, September 15, 2022
<b>MOBILITY MANAGEMENT</b>					
Use Roadbotics assessment software to record data for all streets in City limits.	Project completed on the City side. Roadbotics to send priority list in mid-September.	TBD; Project is budgeted by Public Works Department.	12/6/2021	9/9/2022	Project completed August 2022
North Beaches Parking Program Strategic Plan	Drafting. Holding weekly meetings with CDD to coordinate parking program strategic plan with CONB wayfinding plan. Individual projects are in the planning stages.	None	2/2/2022	9/9/2022	Amended goal: end of calendar year 2022
Neptune Beach resident parking program setup per Resolution 2022-05	Updates shared to City website and Facebook 7/25/22. Software programming items reported as completed by Flowbird on 9/7/22. The MMD team is testing operations at all meters and app locations through 9/12/22. When the team is satisfied with functionality, we will begin PR campaign to residents.	\$1,500.00	5/10/2022	9/9/2022	Programming completed 09/07/22. Testing and release of information to continue through September 2022.
<b>INFORMATION TECHNOLOGY</b>					
Updating the backup infrastructure	In Progress	N/A	10/11/2021	5/10/2022	In Process
Creating documents according to the CM and the CFO's instructions	In Progress	N/A	10/5/2021	5/10/2022	In progress

**CITY OF NEPTUNE BEACH  
DEPARTMENTAL SCORE CARD  
(REVISED 09/12/2022)**

ISSUE	STATUS	ESTIMATED COST	INITIAL PROJECT DATE	CURRENT STATUS DATE	DATE COMPLETED
<b>INFORMATION TECHNOLOGY</b>					
Tyler Technologies ERP	Working on collecting the required information from all affected departments, having current future state analysis meetings with Tyler and the department heads	N/A	10/5/2021	5/10/2022	In Progress
Tyler Technologies Incode Financial Implementation	We have been working on the Tyler Incode 10 test environment	N/A	10/5/2021	5/10/2022	In Progress
Working on the server upgrades project	I have been working on the scheduling with the Microsoft engineer	N/A	10/5/2021	5/10/2022	In progress
Computer upgrades	All required quotes have been received and submitted	N/A	10/5/2021	5/10/2022	In progress
Tyler MyCivic Services App implementation	Working on finalizing the app with the Tyler engineers	N/A	6/10/2022	6/10/2022	1-Oct
Phone setups and distribution	In Progress	N/A	4/1/2022	5/10/2022	In progress
Tyler financial implementation	In Progress	N/A	6/10/2022	6/10/2022	1-Oct
Submitted by the City Manager on September 19, 2022					

## Building Activity Report

Building Activity October 1, 2021 to September 30, 2022						
Month	# of Permits Issued	Plan Review	Inspections Completed	Cash Receipts	Tree Removal Permits	Valuation of Work Done
Oct-21	109	89	124	\$21,333.09	7	\$1,861,931
Nov-21	99	52	163	\$16,924.29	7	\$1,621,863
Dec-21	96	72	163	\$25,615.88	4	\$5,433,562
Jan-22	124	80	193	\$29,540.85	4	\$3,222,706
Feb-22	110	74	171	\$16,820.09	7	\$1,206,004
Mar-22	114	87	198	\$21,505.98	6	\$6,447,016
Apr-22	145	136	185	\$67,275.67	15	\$7,068,935
May-22	97	61	171	\$20,252.47	13	\$1,864,322
Jun-22	141	101	208	\$29,032.43	9	\$2,857,378
Jul-22	97	78	183	\$16,040.07	6	\$2,105,091
Aug-22	118	50	234	\$85,497.15	6	\$1,849,639
Sep-22						
<b>Totals</b>	1250	880	1993	\$349,837.97	84	\$35,538,447

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

Building Activity October 1, 2020 to September 30, 2021						
Month	# of Permits Issued	Plan Review	Inspections Completed	Cash Receipts	Tree Removal Permits	Valuation of Work Done
Oct-20	84	58	151	\$13,016.40	6	\$2,168,231
Nov-20	92	66	91	\$12,601.91	4	\$1,973,657
Dec-20	98	64	115	\$12,967.22	3	\$1,192,593
Jan-21	97	52	112	\$16,389.85	9	\$1,400,891
Feb-21	112	95	139	\$22,409.82	11	\$2,442,996
Mar-21	148	95	199	\$19,042.59	10	\$2,598,077
Apr-21	121	66	181	\$16,500.07	6	\$1,276,435
May-21	136	72	200	\$21,496.35	15	\$2,097,499
Jun-21	115	87	116	\$18,324.92	10	\$1,425,360
Jul-21	115	87	116	\$18,324.92	10	\$1,425,360
Aug-21	103	88	151	\$41,210.26	3	\$10,317,496
Sep-21						
<b>Totals</b>	1221	830	1571	\$212,284.31	87	\$28,318,595
<b>Difference</b>	29	50	422	\$137,553.66	-3	\$7,219,852



# Case Activity Report

08/01/2022 - 08/31/2022

# Code Enforcement Report

Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022116	9/1/2022	Open	AIR B & B RENTAL AT 208 MARGARET ST	8/31/2022	CITY MANGER RECEIVED AND EMAIL FROM TNCROSBY@YAHOO.COM REPORTING A SHORT TERM RENTAL AT 208 MARGARET FOR A TERM OF LESS THAN 28 DAYS.		172603 0014
2022115	8/29/2022	Open	Installing pavers without a permit	8/29/2022	Went to 1516 Spindrift Cir W, and spoke to the residents. They invited we in and I could see that the pavers had been extended. They said that the association gave them permission, but no permit was issued. Advised them to come to the City and apply for a permit		178077 3034
2022115	8/29/2022	Open	Installing pavers without a permit	8/29/2022	Sent Letter to owner See Upload		178077 3034
2022099	7/27/2022	Closed	PARKING RV IN FRONT YARD FACING LORA STREET	8/29/2022	Follow-up, Visited Site, Boat moved. Case Closed		173498 0000
2022114	8/24/2022	Open	Picture of Pipe	8/24/2022	Ms. Chan sent a Picture of a pipe, left no phone contact.	8/24/2022	
2022108	8/18/2022	Pending	Light from parking lot shinning into his yard	8/23/2022	Spoke to complainant, will follow-up with owner to redirect drive thru lights.	8/18/2022	172912 0050
2022113	8/23/2022	Open	1501 Windward Ln Yard waste in street	8/23/2022	Investigated complaint of yard waste in street at 1501 Windward Ln.	8/23/2022	178077 1252
2022107	8/18/2022	Closed	debris from construction site at 310 Third Blowing into the neighbors yards	8/23/2022	Talked with complement, the contractor at 310 Third St. met with him and neighbors and are cleaning up debris, they will work with contractor.		
2022102	8/2/2022	Closed	Tall Grass @ 815 2nd Street	8/23/2022	Was notified by Public Works, that the grass was cut before they could cut it. Case Closed	8/2/2022	172941 0000
2022105	8/8/2022	Closed	yard Waste in right-of-way	8/23/2022	Debris was picked up	8/8/2022	172975 0000
2022103	8/3/2022	Open	Shed Installed without a Permit	8/22/2022	Received email from the property owner.  An e-mail response was sent back to the owner, Code Case is Pending. see Note		176978 0100
2022109	8/19/2022		Trees in Right of Way being damaged by Utility Contractor	8/22/2022	Per the arborist Early Piety, regarding trees located in the right of way, Contractor need to stay as far away from roots as possible. When approaching roots do not use back-hoe, must be hand dug. Pass Conduit thru roof if possible with out cutting. Cutting root is last resort, do not use back hoe, cut with reciprocating saw.  Call City prior to digging. have city present during dig.	8/17/2022	
2022110	8/22/2022	Closed	working without a permit	8/22/2022	Checked permit for 632 Oak St, found open permit for siding, windows, doors	8/22/2022	
2022111	8/22/2022	Closed	working without a permit	8/22/2022	Found open permits for: windows, doors, siding, and an interior remodel with electric		172481 0090



2022111	8/22/2022	Closed	working without a permit	8/22/2022	Checked permit history		172481 0090
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022112	8/22/2022	Closed	Tall grass at 1601 Forest Ave	8/22/2022	Went to site to investigate complaint. Took Photo. Grass was not over 10Tall. No Violator		178644 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022109	8/19/2022		Trees in Right of Way being damaged by Utility Contractor	8/19/2022	City Representatives met with all parties at the right of way location Infront of 1229 Forest Oaks.	8/17/2022	
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022104	8/3/2022	Closed	Shed Installed without a Permit	8/19/2022	PERMIT ISSUED (202200956) -NO FURTHER ACTION REQUIRED.	8/19/2022	176978 0110
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022108	8/18/2022	Pending	Light from parking lot shinning into his yard	8/18/2022	Went to Sun Trust Property, Found that the ATM in rear of property has been removed, Building is Vacant	8/18/2022	172912 0050

Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022106	8/15/2022	Open	OFF. DEHM RECEIVED A CALL ABOUT SOME TYPE OF CONSTRUCTION BEING DONE AT 119 OLEANDER. STATED IT	8/15/2022	Building without a permit. Notice of violation mailed. 10 days given to comply.		173729 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022106	8/15/2022	Open	OFF. DEHM RECEIVED A CALL ABOUT SOME TYPE OF CONSTRUCTION BEING DONE AT 119 OLEANDER. STATED IT	8/15/2022	WENT TO THE PROPERTY AND TOOK PICTURES FROM THE STREET. STARTED CASE.		173729 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022106	8/15/2022	Open	OFF. DEHM RECEIVED A CALL ABOUT SOME TYPE OF	8/15/2022	Posted Stop Work Order, Took Photos		173729 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022102	8/2/2022	Closed	Tall Grass @ 815 2nd Street	8/12/2022	grass is still above 10 inches. Will send a work order to Public works to cut the front yard only. Cost to be assigned to owner.	8/2/2022	172941 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022102	8/2/2022	Closed	Tall Grass @ 815 2nd Street	8/12/2022	Created Work-order to have PW cut grass Front only	8/2/2022	172941 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022101	8/1/2022	Closed	Dumping in a NO DUMPING zone on Acacia Rd	8/12/2022	tree limbs and debris has been removed. No further required. Cased closed.	8/12/2022	
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2021074	5/3/2021	Open	NUSIANCE / BAMBOO	8/12/2022	visited site and bamboo has been cut below 10 inches. No further action required. Will recheck in 2 week to confirm as case can be closed.		173712 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022105	8/8/2022	Closed	yard Waste in right-of-way	8/8/2022	Investigated yard debris placed in right of way, 515 Third St.	8/8/2022	172975 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2020098	5/18/2020	Closed	appears business is being ran out of home. Storing materials in the cul-de-sac.	8/4/2022	At 5:30 PM, we to 705 Neptune Ln to check business activity. and found large 5th wheel trailer with bobcat, crane lift attached on it. Photos were taken.	9/4/2020	176978 0100
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022097	7/21/2022	Closed	Working without a permit, over lot coverage	8/4/2022		8/3/2022	172655 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022104	8/3/2022	Closed	Shed Installed without a Permit	8/3/2022	Shed installed in back yard without a permit	8/19/2022	176978 0110
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022103	8/3/2022	Open	Shed Installed without a Permit	8/3/2022	Field Investigation & review of city records have determined that a shed has been placed on the property without a permit.		176978 0100
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022103	8/3/2022	Open	Shed Installed without a Permit	8/3/2022	Sent Letter		176978 0100
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022102	8/2/2022	Closed	Tall Grass @ 815 2nd Street	8/2/2022	Tall Grass, Made Contact with owner. Mr. Neundorfer, 904-246-8824	8/2/2022	172941 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #

2022092	7/8/2022	Closed	STATED THAT SHE COULD FEEL THE HEAT FROM THEIR A/C CONDENSER WHEN SHE WAS IN HER BACK YARD.	8/1/2022	fence was installed and picture received. Case closed. No further action required.	8/1/2022	172656 0000
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022101	8/1/2022	Closed	Dumping in a NO DUMPING zone on Acacia Rd	8/1/2022	Interviewed complaint and drove the neighbor hood. unable to find person who might have dumped the tree branches.  Contacting PW to pick the branches up, & Place another NO DUMPING sign on the street sign	8/12/2022	
Case #	Case Date	Main Status	Description of Violation	Activity Date	Description	Date Completed	Parcel #
2022100	7/29/2022	Open	It appears there continues to be a commercial business run out of the home including employee traffic, deliveries, parking of extremely large (semi trailer flat bed sized) construction trailers	8/1/2022	Drove by the House in question, no evidence of heavy equipment at the house or coming to the house to operate a business.		176978 0100

Total Records: 36

9/2/2022

**Fire Marshal Report**

**August 2022 Monthly Report**

Annual Inspections							
8/4/2022		417 Third St	Wee School			Annual Inspection	ok
8/8/2022		20498 Florida Blvd	Beaches Chapel Preschool			Annual Inspection	ok
8/16/2022		1209 Atlantic Blvd	Winn Dixie			Annual Inspection	ok
8/16/2022		1281 Atlantic Blvd	Ace Hardware			Annual Inspection	Ok
8/16/2022		1353 Atlantic Blvd	Tire Kingdom			Annual Inspection	ok
8/29/2022		1443 Atlantic Blvd	Auto Zone			Annual Inspection	oik
8/29/2022		1451 Atlantic Bld	Dos Vatos Taco			Annual Inspection	ok
8/29/2022		1467 Atalantic Blvd	Dance Studio	closed at time of ins 11:30 AM		Annual Inspection	
8/29/2022		1471 Atlantic Blvd	Hot Spot Yoga	closed at time of ins 11:30 AM		Annual Inspection	
8/29/2022		1475 Atlantic Blvd	Serenity Spa			Annual Inspection	ok
8/29/2022		1479 Atlantic	Brow Pro			Annual Inspection	ok
8/29/2022		1483 Atlantic Blvd	Beaches Cut Hut			Annual Inspection	ok
8/29/2022		1487 Atlantic Blvd	Southside Nutrution			Annual Inspection	ok
8/29/2022		1491 Atlantic Blvd	Rudas Alterations			Annual Inspection	ok

New Businesses						
8/30/2022		1225 Atlantic Blvd Suite 401		Vita Permanent Makeup, Micro Blading. Does not have state lic, will need special exception for city		\$50.00
8/30/2022		2050 Kings Cir S, Suite J		CSMI Insight	Could not find Suite J	\$50.00
Total New Businesses Inspections for physical year 2021/22						
				<b>Total</b>		\$100.00

Building Plan Review							
Date	BP #	Address	FloodZone	Proj Value	Scope	Bldg Market Value	Time Spent
			Total Project Value	\$0.00	Total Bldg Value	\$0.00	
						Total Hr spent	0.00
				40	Total Hr.@ 1.		
Universal's rate		\$78.50		(1.0 @78.45 )- 40.00=38.45		Savings	\$38.45

New Construction Fire Inspection							
8/3/2022		310 3rd St	Fire Wall Final prior to cover-up		Lobby		
8/5/2022		1401 Atlantic Blvd	Walk thru to allow Temp CO			Denied	
8/11/2022		1401 Atlantic Blvd	Walk thru to allow Temp CO			Approved	

8/16/2022		310 Third St	End of Floor Fire Caulk			Approved	
8/24/2022		200 Third St	Early Walk thru				
8/25/2022		500 Atlantic	Public, Underground inspection to allow coverup, pressure test later.				
8/31/2022		300 Third	Fire Line Underground final, Building Charged			Approved	

Fire Plan Review							
Date	BP #	Address	Scope	Proj Value	Bldg Value	Fee	
8/9/2022	22-920	580 Atlantic Blvd	Fire Alarm	\$46,034.00		\$188.75	
8/31/2022	22-1017	2101-3 Bartolome Rd	Single family to duplex	A/E -EC on file BFE 6+1 above @ TBF 7.2 \$171,360.00	\$378,165.00	\$328.60	
					<b>Total</b>	<b>\$517.35</b>	

Development Plan Review							

GIS							
8/5/2022		Made remote connection to COJ Gis Files					
#####		Created Base New Zone Districts Map					

Floodplain Related							
8/12/2022		1025 Neptune Ln	AE/X	Part of Bldg in AE	14,667.00	220,870.00	sent letter
8/16/2022		1542 Emma Ln	X/AE	Received EC, Bldg above Flood	No SI caculated		
8/16/2022		2101 Bartolome	AE	Discussed property with contractor required EC before more discussion			

Elevation Certificate							
8/16/2022		1542 Emma Ln	X/AE	Received EC, Bldg above Flood	No SI caculated		

Total Elevation Certificates reviewed this month					
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Code Complaints						
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8/1/2022	2022100	705 Neptune Ln		Drove By Address, no evidence of heavy equipment Or Doing Business		pending
8/1/2022	2022101	Rosewood	Dumping	WO to PW to pick up Tree Bransches		Closed
8/2/2022	2022102	815 2nd Street	tall grass	Called owner advised him of complaint, will revisit 8/12/22		pending
8/3/2022	2022100	705 Neptune Ln		Drove by address, found heave eqquipment in drive way		pending
8/3/2022		705 Neptune Ln	Complaint Shed without permit	Took photos Sent Letter		pending
8/3/2022		709 Neptune Ln	Found Shed without permit	Took photos Sent Letter		pending
8/3/2022		131 Magnolia	Approved final	Case Closed		closed
8/3/2022		131 Magnilloa	Final Inspection	Pavers		code case closed approved
8/8/2022		705 Neptune Ln	Email to City Atty requesting Conversation about case			
8/8/2022	202200924	1821 Leaward Ln	dead tree permit			ok'd
8/8/2022		A1A & 3rd	Made Contact with owner		yard debrie/ scheduled to be picked up	
8/12/2022		815 2nd Street	followup	Gass still too tall		
8/12/2022		rosswood	followup	Dumping	cleaned up	closed
8/12/2022		118 Oleander	followup	bamboo	all cut down	closed
8/15/2022		117/119 Oleander	work with out permit			
8/15/2022		117/119 Oleander	Posted Stop Work			
8/16/2022		117/119 Oleander	Met with owner to get information			
8/16/2022		Tour City				
8/17/2022	2022109	1229/1225 Forest	Tree vs utility	Stoped work		
8/18/2022	2022107	310 Third St	Construction Debris blowing into neighbors yards			
8/18/2022	2022108	500 Third St	Lights from parking lot	Made contact with property owner, will address lot lights		
8/22/2022	2022109	1229 Forest	Met Arberust			
8/22/2022	2022112	1601 Forest Ave	Tall Grass	Unfounded grass was not over 10"		
8/23/2022		1501 Windward Ln	Yard Waste in Street to large to be picked up			
8/24/2022	2022114	1506 Third St	Occupant Sent Photo no explanation,			
8/25/2022	2022114	1506 Third St	Letter to owner reference pipe			
8/29/2022	2022115	1516 Spindrift Cir W	Installing Paver w/out permit	came in 8/29/22 to aply for permit		
8/29/2022		1701 Third St	Followup boat	moved / close		
8/30/2022		701 Valey Forge E	Dead Tree Inspection for Permit			
8/30/2022		116 First St	Dumpster for shopping complex Not being picked up			Made contact with Waste-Pro Picked up by noon
					Hrs. Spent	0.00

Fire Investigation						
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Date	Address	Street			Loss	Time Spent
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8/22/2022	401	Margret St	House Struck by lighting , JFRD Responded no fire, Saw sign of strike, Beaches Energy Dealing with power	received copy of JFRD fire report 8/29/22		Neptune Dispatch received 911 call, Neptune FM not called, no on scene investigation	