



**BUDGET WORKSHOP MEETING
JULY 5, 2001, AT 7:00 P.M.
CITY HALL, 116 FIRST STREET,
NEPTUNE BEACH, FLORIDA**

Pursuant to proper notice a Preliminary Budget Workshop Meeting of the City Council of the City of Neptune Beach was held July 5, 2001 at 7:00 p.m., in the Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida.

Attendance:

IN ATTENDANCE:

Mayor Richard A. Brown
Vice Mayor Robert D. Shimp
Councilor J. W. "Buddy" Crout
Councilor Ronald D. Patronik
Councilor Harriet M. Pruette
City Manager Richard A. Linn
City Clerk Lisa Volpe

Director of Finance Steve Ramsey
Director of Public Safety William Brandt
Director of Public Works John Galen
Building Official Dan Arlington
Deputy City Clerk Karla Strait
Assistant to the City Manager Terry Klein

Call to Order/Roll Call

The Mayor called the meeting to order at 7:00 p.m.

City Manager Linn passed along the sad news that Vice Mayor Shimp's mother-in-law had passed away. Mr. Linn extended his condolences.

Mayor Brown asked City Manager Linn to give an opening statement.

City Manager Linn explained that the budget process began back in March when the department heads were asked to submit their needs to the Finance Director.

City Manager Linn gave the following general remarks:

1. The budget called for one additional employee in City Hall to be shared between the Building Department and the Finance Department.
2. The Police Department had requested 3 defibrillator units and two in car video cameras.
3. The Parks Department asked for a new mower costing \$15,000, a flat bed truck, and a 2002 claw truck single axle.

Director of Finance Steve Ramsey pointed out that the projected numbers in the revenues' summary were based on the current tax rate adopted for 2001. The projected budget was based on maintaining the same rate.

New Millage Rate

Mayor Brown inquired as to what the deadline was to set the new millage rate. Mr. Ramsey replied August 4, 2001.

Director of Finance Steve Ramsey made the following comments:

1. The ½ cent sales tax was down.

2. The purpose for the additional staff person in City Hall was because Assistant to the Building Official Piper Turner was overburdened and an extra person could help her with the typing of the minutes and routine tasks. Due to the web use Utility Billing Supervisor Rosemary Phillips would need to spend more time on the computer end and the additional staff person could fill in at the customer service counter.

Appropriated Fund Balance	Councilor Crout questioned the balance of the appropriated fund balance. Mr. Ramsey answered that there was a shortfall of about \$150,000.
Beach Dunes	Mayor Brown asked City Manager Linn what were the most critical needs in Neptune Beach. City Manager Linn replied that the dune crossovers were in very bad shape and could use a major haul. His assistant Terry Klein sent in a state matching grant application to be used for funding the project. There was no assurance that the funding would be received. If the funding was not received, Mr. Linn recommended starting replacement on the worst two or three crossovers each year.
Police Car Video Cameras	Vice Mayor Shimp questioned the amount of police in car video cameras. Chief Brandt responded that he currently had two from a D.U.I. Grant and was requesting two more in the budget. Mr. Brandt added that he would look for more grants. Eventually he would like to have one in every car.
Budget Cuts	Finance Director Steve Ramsey stated that City Manager Linn had already made some cuts in education, removed a vehicle, and reduced travel.
Mincey Mucker Truck	Director of Public Works John Galen explained that the truck would be used to clean ditches and it would be a nice truck to have. Mr. Galen and Mr. Linn agreed that they would feel more comfortable with a lease because it would not be used too often.
Ice Machine	Mr. Galen explained that the ice machine had to be overhauled several times and was on its last leg. The ice was used to pack water samples to carry to labs and for water coolers on work trucks.
Claw Truck	Director of Public Works John Galen stated the claw truck would be a replacement and was used to pick up heavy items. Mr. Linn strongly supported the truck stating it would be used extensively and could help the city by opening the streets after a storm.
Street Improvements	Councilor Patronik questioned the \$538,877 worth of street improvements. Mr. Ramsey replied that it was standard practice to plug in numbers in case of an emergency.
Two New Pick Ups	Councilor Pruette asked if Mr. Galen could live with only one new truck. Mr. Galen responded that the trucks would be replacements for trucks over 8 years old and the old ones would be auctioned off.
New Tahoe	City Manager Linn mentioned the budget called for a Tahoe truck for the Public Works Department, \$9,000 of which would come from the Street Department budget and the rest would come out of the Water & Sewer budget. Mr. Linn explained the new Jeep Tahoe would replace Mr. Galen's old Jeep Cherokee that would then be used by the Building Official.
Water Pressure	Mayor Brown asked if the local water pressure projects needed to be funded in this budget. Mr. Linn explained that was a different budget all together and would it would be discussed at a later date.
Animal Control	Vice Mayor Shimp asked why the Overtime was up 140% and Other Contractual Services was up 250% in Animal Control. Chief Brandt responded that Other Contractual Services was up because of the duck program that kept the ducks out of Jarboe Park. Chief Brandt

stated that he was unsure about the overtime and would speak with Mr. Ramsey.

Community Development	Vice Mayor Shimp questioned the Other Contractual Services in Community Development because it was up 250%. Building Official Dan Arlington explained that the figures shown in Other Contractual Services and Professional Services should be reversed. Mr. Arlington added that Other Contractual Services and Professional Services were used for additional building inspections. Mr. Linn stated that he would look into this. Mr. Arlington added there were four new developments slated to start construction next fiscal year.
Principal on Debt	Vice Mayor Shimp asked about the Principle on Debt in the Finance Department being up 275%. Mr. Ramsey replied that it was for lease payments on equipment and was budgeted incorrectly for FY 2001..
Pay for Training	Vice Mayor Shimp commented that when an employee goes to a required class they should be paid their regular salary. Vice Mayor Shimp was concerned if the Lifeguards were paid when they went to first aid classes.
New City Hall Employee	Councilor Patronik stated that he would like to see the benefits & cost the city would receive from hiring a new employee to be shared by the Building & Finance Departments.
Lifeguard Salary's	Councilor Patronik questioned the Lifeguard Salaries for year to date. Mr. Ramsey replied that the total salary up to that point was averaged over the 12-month period and since the lifeguards had not yet begun working full time the number was considerably lower then it should be.
Contingencies	Councilor Patronik asked if the \$100,000 contingency was for unknowns that the council had to approve. Mr. Ramsey replied yes.
Better Jax Plan	Councilor Patronik asked if there would be any expenditures from the Better Jacksonville ½ cent sales tax. Mr. Ramsey stated no unless the council decided to put a project in. City Manager Linn stated that the number one priority for the use of the money was the replacement of the Kings Road Bridge, number two was to upgrade the entire City Yard.
Salary Increases	Councilor Crout questioned if salary increases were included in the budget. Mr. Ramsey answered yes. City Manager Linn reminded the council that there was a shade meeting for union contract negotiations on Monday.
Property Taxes	Councilor Patronik asked if the City of Jacksonville kept 5% of the dollar for a collection fee. City Manager Linn stated the budget was figured at 95% collection and usually fell in between 96% and 97%. Councilor Patronik asked Mr. Ramsey to find about this.
Vehicle Expenditures	Councilor Patronik questioned how fuel was calculated. Chief Brandt stated that he estimated the fuel cost based on what was spent this year.
Enterprise Fund	Steve Ramsey stated that the meeting for the Enterprise Funds was scheduled for 6:00 p.m. before the workshop on July 16, 2001.
Final Comments & Closing Statements	Councilor Pruette asked if Jacksonville Beach provided any help with the Kings Road Bridge. A discussion ensued about replacement of the bridge and that the property owners would be inconvenienced. Mr. Galen also discussed having Jacksonville Beach service those customers through an interlocal agreement otherwise the water & sewer lines would have to be run through Hopkins Creek.

Steve Ramsey stated that the date for the Final Adoption of the budget had to be completed by October 1, 2001.

City Manager Linn summarized the following points:

1. More information was needed to justify the new position in City Hall.
2. The mincey mucker truck would not be purchased.
3. Would like to see if Public Works could get by with 4 new trucks instead of 5. Mr. Galen stated that 4 would not be a problem.

City Manager Linn stated that the revenue was estimated lower and the expenditures higher so there would be no surprises at the end of the year.

The Council commended Finance Director Steve Ramsey for a job well done on the budget preparation.

Adjournment

There being no further business, the meeting adjourned at 8:12 p.m.

Richard A. Brown, Mayor

ATTEST:

Lisa Volpe, CMC, City Clerk

Approved: _____