



**BUDGET WORKSHOP MEETING
JULY 16, 2001, AT 6:00 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 16, 2001 at 6:00 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 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 6:00 p.m.

SALARY ADJUSTMENTS

Council/Mayor

INCREASE IN SALARY FOR COUNCIL & MAYOR: City Manager Linn had spoke with City Attorney Chris White who had been asked by a council member to draft an ordinance that would increase the compensation for elected officials. City Manager Linn explained that he and Mr. White discussed the fact that the compensation had not changed since 1994 and the cost of living had increased and sometimes did not pay for their expenses of trips, time off of work, telephone calls, and other job related expenses. Mr. Linn suggested a 2.5% increase for each year that amounted to a 20% increase.

Consensus: **MOVE FORWARD WITH THE PROPOSED ORDINANCE INCREASING THE COMPENSATION OF THE MAYOR BY \$200 AND THE COUNCIL MEMBERS BY \$100.**

City Clerk

INCREASE IN SALARY FOR CITY CLERK: City Manager Linn explained that the City Clerk had written a memo proposing a salary increase and according to the code of ordinances it had to be set by resolution. City Clerk Lisa Volpe stated that her current salary was \$33,075 and she was requesting an increase of 17% that would raise her salary up to meet the average salary of other City Clerks throughout the state with the same size population.

Councilor Crout questioned if the average was based on City Clerks holding only the title of City Clerk or if it included other titles such as, City Clerk/CEO and City Clerk/Finance Director.

Ms. Volpe replied yes and Councilor Crout requested that she figure the average salary of

City Clerks holding only the title of City Clerk.

Consensus: **TO INCLUDE A \$38,722 ANNUAL SALARY FOR THE CITY CLERK IN THE BUDGET.**

City Manager

INCREASE IN SALARY FOR CITY MANAGER: City Manager Linn stated that his contract called for a salary review and questioned if the adoption of the budget was appropriate or if council wanted to give him a performance review. City Manager Linn further explained, at the request of Councilor Pruette, that under the terms of his new contract last year he was given an initial 15% salary increase and a 5% minimum increase each year thereafter with a satisfactory performance review.

Consensus: **TO GIVE THE CITY MANAGER A PERFORMANCE REVIEW AT THE NEXT WORKSHOP MEETING.**

Enterprise Funds

ENTERPRISE FUNDS

Reductions & Additions

REDUCTIONS & ADDITIONS TO PROPOSED BUDGET: A Mincey Muck from the Local Option Gas Tax, a Pick Up Truck from the Street Department, and \$1,000 from the City Manager's office for computer equipment had been removed from the proposed budget totaling \$86,000 in reductions and \$1,000 had been added to non-departmental building improvements for painting and wall covering inside City Hall.

Water & Sewer Enterprise Fund

WATER & SEWER ENTERPRISE FUND: There was a surplus of \$486,000 in the Water & Sewer Fund Phase 3 & 4.

Education & Travel

EDUCATION & TRAVEL - SEWER SERVICES & WATER SERVICES: The education and travel was up because the operators would be required more training by the state. John Galen explained that twelve of his employees had to be licensed and would be required to receive continuing education.

Surplus

FISCAL YEAR SURPLUS OF WATER & SEWER FUNDS: City Manager Linn mentioned that final fiscal year 2000 generated a \$450,000 surplus and the projected final for year 2001 is \$592,000 surplus and \$486,000 surplus was budgeted for 2002. Mr. Linn emphasized that the water & sewer rates were producing the surpluses needed to do the capital project.

Non Expendable Funds

NON-EXPENDABLE FUNDS: non-expendable funds included Sanitation, King Neptune, and Cable.

Next Meeting

The next budget meeting to discuss the general fund and to set the not to exceed millage rate would be set at the following workshop meeting.

Council publicly commended Finance Director Steve Ramsey for doing a great job.

Adjournment

There being no further business, the meeting adjourned at 6:58 p.m.

Richard A. Brown, Mayor

ATTEST:

Lisa Volpe, CMC, City Clerk

Approved: _____