

City Manager Report

3 August 2020

BE JAXREADY

Get a kit, have a plan, know your zone.

Read the City of Jacksonville

Preparedness and Response Guide

today at JaxReady.com.



CITY OF JACKSONVILLE
PREPAREDNESS
& RESPONSE
GUIDE

2020-2021

Stefen Wynn, M.P.A.
City Manager



FY-2021 Budget Process

Millage Rate Proposal



01

Steady Course:

Recommended Millage Rate:
3.3656

Steady Course

Since 2016, the proposed millage rate has been 3.3656. I propose that the millage rate remain the same, at 3.3656 mills and not increase. Even though the rate remains the same, the City will see an increase in Ad Valorem revenue since the total taxable value of the City has increased (assessed value).

The City's taxable value remains healthy at \$963,796,512, an increase over last year of \$45,772,104 (2020 Final Gross Taxable Value was: \$918,024,408). Since 2015, the City of Neptune Beach has experienced an average increase in assessed value of: \$52,412,987.

The City's Rolled-Back Rate is influenced by fluctuations in taxable values and increases or decreases based on the assessed value of taxable properties at the Beach. Under this scenario, with increases in the taxable value, the Rolled-Back Millage Rate would be: 3.2058. Based on this proposed millage rate, in 2021, Ad Valorem proceeds would be: \$3,264,445.

Under this scenario, the City's General Fund Revenue would increase by: \$174,742 (FY-20 AV Proceeds were \$3,089,703).

Please see the next three pages for the certification of taxable value as submitted to the Florida Department of Revenue.

02

Budget Timeline :

Despite COVID-19 and Leadership Transition, the Budget Timeline is on track for adoption on September 21, 2020

Budget Timeline

June - August	<p>(Submitted to DOR: 7/30/2020) City Manager adopts the Not – To – Exceed millage rate.</p> <p>(Proposed: 8/3/2020 – 8/14/2020) CFO & CM meet with Department Heads to discuss cuts to proposed Departmental Budgets.</p> <p>(Proposed: 8/17/2020) City Manager and Chief Financial Officer present proposed budget to the City Council for review.</p>
September	<p>(1st Public Hearing Proposed: 9/7/2020) 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>(2nd Public Hearing Proposed: 9/21/2020) At the second hearing, the budget ordinance is adopted.</p>



CERTIFICATION OF TAXABLE VALUE

[Reset Form](#)
[Print Form](#)

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12


Year : 2020	County : DUVAL
Principal Authority : CITY OF NEPTUNE BEACH	Taxing Authority : CITY OF NEPTUNE BEACH

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	953,155,867	(1)
2.	Current year taxable value of personal property for operating purposes	\$	16,788,547	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	969,944,414	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	6,147,902	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	963,796,512	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	918,024,408	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Number 0	(8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Number 0	(9)
SIGN HERE	Property Appraiser Certification		I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser:		Date :	
	Electronically Certified by Property Appraiser		6/17/2020 3:41 PM	

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.				
10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>		3.3656 per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$	3,089,703	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$	0	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	3,089,703	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	0	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	963,796,512	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>		3.2058 per \$1000	(16)
17.	Current year proposed operating millage rate		3.3656 per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	3,264,445	(18)

19.	TYPE of principal authority (check one)	<input type="checkbox"/> County	<input type="checkbox"/> Independent Special District	(19)
		<input checked="" type="checkbox"/> Municipality	<input type="checkbox"/> Water Management District	
20.	Applicable taxing authority (check one)	<input checked="" type="checkbox"/> Principal Authority	<input type="checkbox"/> Dependent Special District	(20)
		<input type="checkbox"/> MSTU	<input type="checkbox"/> Water Management District Basin	
21.	Is millage levied in more than one county? (check one)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	(21)
DEPENDENT SPECIAL DISTRICTS AND MSTUs			STOP HERE - SIGN AND SUBMIT	
22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>		\$ 3,089,703	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>		3.2058 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>		\$ 3,109,448	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i>		\$ 3,264,445	(25)
26.	Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>		3.3656 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>		4.98 %	(27)
First public budget hearing		Date :	Time :	Place :
SIGN HERE	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
	Signature of Chief Administrative Officer :			Date :
	Title : STEFEN WYNN, CITY MGR		Contact Name and Contact Title : STEFEN WYNN, CITY MANAGER	
	Mailing Address :		Physical Address : 116 FIRST ST	
	City, State, Zip : NEPTUNE BEACH, FL 32266		Phone Number : 9042702400	Fax Number : 9042702417

CERTIFICATION OF TAXABLE VALUE INSTRUCTIONS

“Principal Authority” is a county, municipality, or independent special district (including water management districts).

“Taxing Authority” is the entity levying the millage. This includes the principal authority, any special district dependent to the principal authority, any county municipal service taxing unit (MSTU), and water management district basins.

Each taxing authority must submit to their property appraiser a DR-420 and the following forms, as applicable:

- DR-420TIF, Tax Increment Adjustment Worksheet
- DR-420DEBT, Certification of Voted Debt Millage
- DR-420MM-P, Maximum Millage Levy Calculation - Preliminary Disclosure

Section I: Property Appraiser

Use this DR-420 form for all taxing authorities except school districts. Complete Section I, Lines 1 through 9, for each county, municipality, independent special district, dependent special district, MSTU, and multicounty taxing authority. Enter only taxable values that apply to the taxing authority indicated. Use a separate form for the principal authority and each dependent district, MSTU and water management district basin.

Line 8

Complete a DR-420TIF for each taxing authority making payments to a redevelopment trust fund under Section 163.387 (2)(a), Florida Statutes or by an ordinance, resolution or agreement to fund a project or to finance essential infrastructure.

Check “Yes” if the taxing authority makes payments to a redevelopment trust fund. Enter the number of DR-420TIF forms attached for the taxing authority on Line 8. Enter 0 if none.

Line 9

Complete a DR-420DEBT for each taxing authority levying either a voted debt service millage (s.12, Article VII, State Constitution) or a levy voted for two years or less (s. 9(b), Article VII, State Constitution).

Check “Yes” if the taxing authority levies either a voted debt service millage or a levy voted for 2 years or less (s. 9(b), Article VII, State Constitution). These levies do not include levies approved by a voter referendum not required by the State Constitution. Complete and attach DR-420DEBT. Do not complete a separate DR-420 for these levies.

Send a copy to each taxing authority and keep a copy. When the taxing authority returns the DR-420 and the accompanying forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

Section II: Taxing Authority

Complete Section II. Keep one copy, return the original and one copy to your property appraiser with the applicable DR-420TIF, DR-420DEBT, and DR-420MM-P within 35 days of certification. Send one copy to the tax collector. “Dependent special district” (ss. 200.001(8)(d) and 189.403(2), F.S.) means a special district that meets at least one of the following criteria:

- The membership of its governing body is identical to that of the governing body of a single county or a single municipality.
- All members of its governing body are appointed by the governing body of a single county or a single municipality.
- During their unexpired terms, members of the special district's governing body are subject to removal at will by the governing body of a single county or a single municipality.
- The district has a budget that requires approval through an affirmative vote or can be vetoed by the governing body of a single county or a single municipality.

“Independent special district” (ss. 200.001(8)(e) and 189.403 (3), F.S.) means a special district that is not a dependent special district as defined above. A district that includes more than one county is an independent special district unless the district lies wholly within the boundaries of a single municipality.

“Non-voted millage” is any millage not defined as a “voted millage” in s. 200.001(8)(f), F.S.

Lines 12 and 14

Adjust the calculation of the rolled-back rate for tax increment values and payment amounts. See the instructions for DR-420TIF. On Lines 12 and 14, carry forward values from the DR-420TIF forms.

Line 24

Include only those levies derived from millage rates.

FY-2021 Budget Process

Proposed Salary Increases



CITY OF
Neptune Beach
FLORIDA

03

CM Recommendation :

*Proposed Salary Increases for
Full-Time City Employees*

CM Recommendation:

During negotiations with the Police Union (FOP) in 2019, an automatic 3% annual increase was added to the contract. We're currently in negotiations with Local 630 and anticipate a deal the same as with the FOP.

I recommend that a 3% increase be implemented to all Local 630, FOP, and Salaried employees for FY-2021. I'm not recommending a pay increase for part-time employees and don't anticipate an increase for part-time employees through FY-2021.

The City Manager's salary is guided by contract. Since the City's 2021 fiscal year begins October 1, 2020 it conflicts with the City Manager's contract. The City Manager's contract stipulates that a 12-month performance review is necessary in the first year of employ before any salary adjustments can be made. The contract addresses what happens after the first year of employment, and allows salary adjustments to align with the City's Fiscal Year.

Therefore, I propose that no increase to my salary be made until after the annual review in January of 2021. Should the review be favorable, then the contract stipulates, "*an increase in salary to at least equal to the highest percentage increase received by the general city employees.*"

Please see the table on the next few pages for the effect increases will have on a budget.



CITY OF NEPTUNE BEACH

PAY INCREASE

10/01/2020 - 9/30/2021

	PUBLIC SAFETY UNION	Current Hourly Rate	Increase 3%	New Hourly Rate FY 2021	Job Title
1	ALLEN, STEPHANIE	21.94	1.03	22.60	Dispatcher
2	ASHMORE, ROBERT	35.04	1.03	36.09	Police Officer
3	BARR, MARGUERITE	15.34	1.03	15.80	Dispatcher
4	BOUNDS, PAUL	28.56	1.03	29.42	Police Officer
5	CAMACHO, KELLY	24.10	1.03	24.82	Police Officer
6	CARLSON, PATRICK	23.21	1.03	23.91	Police Officer
7	DEEL, TYLER	21.45	1.03	22.09	Police Officer
8	DEHM, DENZEL	35.04	1.03	36.09	Police Officer
9	DZAMKO, JOSEPH	24.99	1.03	25.74	Police Officer
10	GRIFFIN, CHRISTIAN	22.32	1.03	22.99	Police Officer
11	HALL, KRISTOPHER	15.34	1.03	15.80	Dispatcher
12	JENSEN, DARREN	23.21	1.03	23.91	Police Officer
13	KAMPPI, DUSTIN	41.53	1.03	42.78	Police Sergeant
14	LANGDON, NICHOLAS	25.89	1.03	26.67	Police Officer
15	MANNING, SANDY	16.18	1.03	16.67	Records Specialist
16	ROE, BERNARDO	23.21	1.03	23.91	Police Officer
17	COTNER, CHRISTINA (ROWE)	37.10	1.03	38.21	Police Detective
18	STUCKI, GARY	24.10	1.03	24.82	Police Detective
19	SULLIVAN, CHRISTOPHER	23.21	1.03	23.91	Police Officer
20	TOAL, LIAM	40.72	1.03	41.94	Police Sergeant
21	TORRES, WILLIAM	27.68	1.03	28.51	Police Officer
22	TROUTMAN, THOMAS	15.34	1.03	15.80	Dispatcher
23	WALDREP, BRIAN	37.10	1.03	38.21	Police Officer
24	ZAGARI, DENINE	18.64	1.03	19.20	Animal Control Officer

CITY OF NEPTUNE BEACH

PAY INCREASE

10/01/2020 - 9/30/2021

	LOCAL 630 UNION	Current Hourly Rate	Increase 3%	New Hourly Rate FY 2021	Job Title
1	ALLEN, ERIC	16.44	1.03	16.93	Meter Reader Clerk
2	ALVARDO, VICTOR	15.06	1.03	15.51	Street Laborer I
3	ASKEW, JOHN	15.14	1.03	15.59	Wastewater Treatment Trainee
4	BENNETT, JAY	22.11	1.03	22.77	Pump Mechanic
5	BRIDGES, LUCAS	21.06	1.03	21.69	Crew Chief
6	COLLINS, JAMES	18.26	1.03	18.81	Utility Laborer II
7	COTTON, STEPHEN	26.86	1.03	27.67	Assistant Lead Operator
8	DEEL, ROGER	21.27	1.03	21.91	Water/Wastewater Operator
9	DOWNS, TERESA	16.77	1.03	17.27	Cashier II
10	GILL, TERENCE	14.90	1.03	15.35	Street Laborer I
11	HALE, CHEYENNE	21.23	1.03	21.87	Water/Wastewater Operator
12	HILL, BARRON	14.90	1.03	15.35	Beaches Clean Up
13	HUGHES, ROBERT	34.18	1.03	35.21	Distribution & Collection Supervisor
14	JOHNSON, MICHAEL	28.21	1.03	29.06	Mechanic
15	JONES, ROBERT	17.23	1.03	17.75	Stormwater Operator
16	KELLY, ALAN	34.18	1.03	35.21	Plants Division Supervisor
17	KING, MICHAEL	15.63	1.03	16.10	Utility Laborer I
18	LEWIS, JOHN	20.04	1.03	20.64	Stormwater Operator
19	BRIDGES, ANGELA (MARSHAL)	18.68	1.03	19.24	Wastewater Administrative Assistant
20	PAUL, JEFFERY	29.46	1.03	30.34	Maintenance Supervisor
21	PAUL, NICHOLE	16.25	1.03	16.74	Cashier II
22	PAWLOWICZ, TYLER	14.06	1.03	14.48	Street Laborer I
23	MARRERO, ROSEMARY(PHILLIPS)	28.47	1.03	29.32	Utility Billing Supervisor / Is Administrative
24	PORTER, LOUIE	18.17	1.03	18.72	Backflow Prevention Specialist
25	RAMIREZ, ANGEL	14.62	1.03	15.06	Street Laborer I
26	RUSSELL, JAMES	31.00	1.03	31.93	Lead Operator
27	SOUZA, SEAN	15.20	1.03	15.66	Wastewater Treatment Trainee
28	STEWART, MEGAN	14.90	1.03	15.35	Community Development Administrative Assistant
29	TAYLOR, ANDREW	16.44	1.03	16.93	Meter Reader Clerk
30	WILLIAM, PAUL	36.01	1.03	37.09	Streets & Parks Supervisor

CITY OF NEPTUNE BEACH

PAY INCREASE

10/01/2020 - 9/30/2021

	PERSONNEL POLICY / CONTRACT	Current Annual Salary	Increase 3%	New Annual Salary FY 2021	Job Title
1	GEORGE, MEGAN	92,161.96	1.03	94,926.82	Deputy Public Works Director
2	KEY, MICHAEL	98,088.09	1.03	101,030.73	Police Commander
3	LAFLEUR, LAWRENCE	92,500.00	1.03	95,275.00	Chief Financial Officer
4	LYNE, LESLIE	58,714.80	1.03	60,476.24	Director of Senior Center
5	MONTEIRO, TAMMY	51,855.25	1.03	53,410.91	Services Division Supervisor
6	MOORE, COLIN	64,890.00	1.03	66,836.70	Grant & Resiliency Coordinator
7	PIKE, RICHARD	106,362.95	1.03	109,553.84	Director of Public Safety
8	PONSON, CATHERINE	72,958.29	1.03	75,147.04	City Clerk / Human Resource
9	BACK, CHERYL (RHODEN)	66,628.64	1.03	68,627.50	Assistant to the City Manager
10	SMITH, GINA	70,385.73	1.03	72,497.30	Accountant
11	SMITH, LEON	110,216.96	1.03	113,523.47	Director of Public Works
12	SNYDER, GARY	98,088.09	1.03	101,030.73	Police Commander
13	SNYDER, JANET	52,697.25	1.03	54,278.17	Services Division Supervisor
14	STOFFEL, MIKLOS	56,142.83	1.03	57,827.11	Information Technology Administrative
15	TURNER, PIPER	67,924.13	1.03	69,961.85	Code Compliance Supervisor
16	WRIGHT, KRISTINA	77,500.00	1.03	79,825.00	Community Development Director
17	WYNN, STEFEN	118,000.00	1.03	121,540.00	City Manager

CITY OF NEPTUNE BEACH

PAY INCREASE

10/01/2020 - 9/30/2021

		Current	Increase	New	
	PART-TIME	Hourly Rate	3%	Hourly Rate FY 2021	Job Title
1	BOLAM, DAVID	70.00	1.03	72.10	City Engineer
2	BROWN, MARILYN	10.30	1.03	10.61	Senior Center Administrative Assistant
3	BULL, JANE	10.30	1.03	10.61	Senior Center Administrative Assistant
4	CONNERS, MICHAEL	31.83	1.03	32.78	Fire Inspector
5	DAY, TERRY	19.24	1.03	19.82	Water/Wastewater Operator
6	EDMONDS, TINA	15.34	1.03	15.80	Dispatcher
7	FRERING, ROBERT	23.69	1.03	24.40	Pump Mechanic
8	GOGGIN, ROBERT	12.15	1.03	12.51	School Crossing Guard
9	GREEN, OTIS	24.10	1.03	24.82	Crew Chief
10	HARMS, SUSAN	12.15	1.03	12.51	School Crossing Guard
11	KEDNEY, HARRY	12.15	1.03	12.51	School Crossing Guard
12	PECK, RAYMOND	12.15	1.03	12.51	School Crossing Guard
13	PECK, SHARON	12.15	1.03	12.51	School Crossing Guard
14	RULEY, JOHN	31.83	1.03	32.78	Fire Marshal
15	SMITH, GARY	17.56	1.03	18.09	Water/Wastewater Operator
16	STANDFORD, TERI	12.82	1.03	13.20	School Crossing Guard

Note: Part-time employees only get the 3% raise when a Payroll Change Authorization Form is submitted.

FY-2021 Budget Process

Updated City Organizational Chart



CITY OF
Neptune Beach
FLORIDA

04

Updated City Organizational Chart

Added: Office of Grants, Sustainability & Resiliency; Mobility Management; and Clarified IT's Role

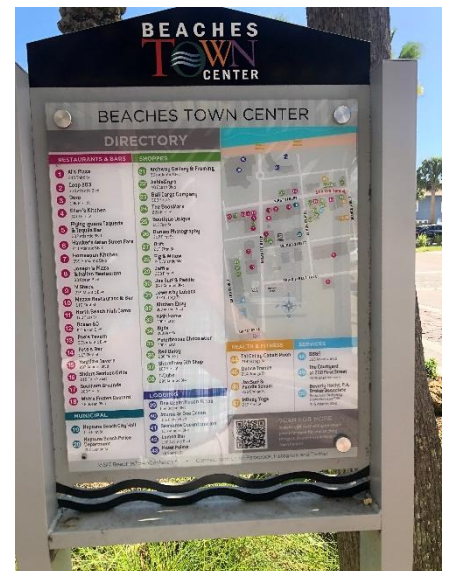
Updated City Organizational Chart

Previous iterations of the Organizational Chart didn't include the position created to assist with Coastal Resiliency, Grants Management, and Sustainability. For practical purposes, this office reports directly to the City Manager and provides ancillary support to all departments within the City. For Budgetary purposes, this office is included in the City Manager's budget.

For practical purposes the IT Department also provides ancillary support to all City Departments and is reflected as such on the Organizational Chart. This Department reports directly to the City Manager and is responsible for maintaining and improving information technology for all City Departments. **The IT Department will have it's own budget in FY-2021 to include funding that would normally be allocated to other departments for software and hardware into one department.** The plan is to have the IT Department manage all software, licensure and subscriptions used by every department within the City.

The biggest change to the Organizational Chart is the addition of a completely new department, the Mobility Management Department. This department is funded through the enforcement of the parking program, an enterprise fund. This means that rather than funded through Ad-Valorem taxes, this department is funded through the revenue generated by enforcing the parking program. The budget is intentionally less than the anticipated revenue for the program so that a reserve can be established within the department. Reserves may be used in the future for improvements to the Beaches Town Center, or towards other improvement projects throughout the City that otherwise don't have enterprise funds to use.

The proposed budget for the Mobility Management Department is located on the (2) pages after the organizational chart.



City of Neptune Beach—Organizational Chart

Residents of Neptune Beach

City Council

Mayor Elaine Brown Vice-Mayor Fred Jones
Councilor Scott Wiley Councilor Josh Messinger
Councilor Kerry Chin

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

Leon Smith

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

Director of Finance

L. Carl LaFleur, C.P.A.

- Accounting
- Budget
- Customer Service
- Utility Billing

Planning & Community Development

Kristina Wright, FRA-RA

- Planning
- Permitting
- Variances

Mobility Management

Doug Ganson

- Parking Enforcement
- Customer Service
- Visitor Relations

FY-2021 Budget Process

Adding: The Mobility Management Department

05

The Mobility Management Department: An Enterprise-Funded Department



MOBILITY MANAGEMENT	ACTUAL BALANCE 09/30/19	ACTUAL BALANCE 07/22/20	FISCAL YEAR 2020 BUDGET	FISCAL YEAR 2021 BUDGET
REGULAR SALARIES	\$ -	\$ -	\$ -	\$ 127,000
SPECIAL PAY	-	-	-	\$ -
FICA	-	-	-	\$ 7,700
RETIREMENT CONTRIBUTIONS	-	-	-	\$ 4,200
LIFE & HEALTH INSURANCE	-	-	-	\$ 19,200
WORKERS' COMPENSATION	-	-	-	\$ 5,200
MEDICARE	-	-	-	\$ 1,800
OTHER CONTRACTUAL SERVICES	158,265.50	145,554.28	305,829	\$ 52,000
TRAVEL AND PER DIEM	-	-	-	\$ 1,000
INSURANCE	-	-	-	\$ 8,700
REPAIR AND MAINTENANCE	-	-	-	\$ 2,400
OFFICE SUPPLIES	-	-	-	\$ 250
OPERATING EXPENSES	-	-	-	\$ 3,050
BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	-	-	-	\$ 1,000
COMMUNICATIONS	-	-	-	\$ 9,500
EDUCATIONAL COURSES	-	-	-	\$ 500
VEHICLE REPAIR & MAINTENANCE	-	-	-	\$ 4,000
GAS, OIL, LUBRICANTS, ELECTRICITY	-	-	-	\$ 2,500
UNIFORMS	-	-	-	\$ 1,200
TOWN CENTER MAINTENANCE	-	-	-	\$ 10,000
CAPTIAL IMPROVEMENTS	-	-	-	\$ 17,500
MACHINERY & EQUIPMENT	-	-	-	\$ 750
	<u>\$158,265.50</u>	<u>\$145,554.28</u>	<u>\$305,829</u>	<u>\$ 279,450</u>

FY-2021 Budget Process

Adding: The Mobility Management Department

CITY OF NEPTUNE BEACH

2020 - 2021

Mobility Management

05

**The Mobility Management
Department:**
*An Enterprise-Funded
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

<u>Type of Employee</u>	<u>2020-2021</u>	<u>2019-2020</u>	<u>Change</u>
Full Time Non-Bargaining	<u>1</u>	<u>0</u>	<u>1</u>
Part Time Non-Bargaining	<u>3</u>	<u>0</u>	<u>3</u>

MAJOR GOALS AND CHANGES

1. Establish and integrate the new department within the organization of the City.
2. Invest in improvements to appurtenances within the Beaches Town Center area (e.g. Benches, Streetlights, Street Signs, Landscaping, etc.).
3. Partner and collaborate on maintaining and improving the Beaches Town Center area with the City of Atlantic Beach; and existing ancillary non-profits, agencies and organizations

CAPITAL REQUESTS

1. Street Light Replacement
2. Illumination for Parking Kiosks
3. Landscaping & Maintenance

Analysis: Better Jacksonville ½ Cent Sales Tax

Funding Jarboe Park Phase 1 Improvements & New Construction of the New Senior Activity Center Building

01

Better Jacksonville ½ Cent Sales Tax Discussion:

Current Reserves, Proposed Expenditures, and Remaining Balance

Better Jacksonville ½ Cent Sales Tax Discussion:

As of the audit (9/30/2019) the City saved \$702,202 within its ½ cent sales tax reserves to be used for future 'Quality of Life' improvement projects. As of 7/27/2020, the Better Jacksonville ½ Cent Sales Tax fund has an unaudited: \$1,064,862 available.

City Staff are optimistic that FY-2021 will continue to see funding from the Better Jacksonville Plan, which is set to sunset in 2030.

Even though the City is in the middle of a capital campaign to fund the new building, staff want to make sure that in the event the capital campaign falls short, the project would still be funded.

Phase 1 improvements to Jarboe Park for FY-2020 total: \$893,058; staff requests that: \$596,258 come from the Better Jacksonville ½ Cent Sales Tax (\$296,800 has been secured through supplemental funding, or other budgeted funds).

If the entire amount of: \$926,258 is needed from the Better Jacksonville ½ Cent Sales Tax, the fund will have: \$138,604 left in reserves.

It is unlikely that all funds will be needed, and even more unlikely that all funds will be expended at the same time. It's more likely that expenditures will straddle FY-2021 and the Better Jacksonville ½ Cent Sales Tax will continue to receipt revenues from the City of Jacksonville.

September 30, 2019 Net Assets (Audited)	\$ 702,202
Total Monthly revenue Collections as of 7/27/2020	362,660
Total Available funds as of 07/27/2020	\$1,064,862
Less: Transfers Outs for Capital Projects	
Estimated Jarboe Park Capital Expenditure	(596,258)
Estimated Senior Center Building Expenditure	(330,000)
Estimated Remaining Fund Balance at 7/27/2020	\$ 138,604







C-007

C-008

C-009

- NOTES:
1. PHASE 2 IS A FUTURE PHASE NOT INCLUDED IN THIS CONTRACT.
 2. TEMPORARY POSITIVE DRAINAGE SHALL BE PROVIDED AT ALL TIMES INCLUDING BETWEEN PHASES.

LEGEND:

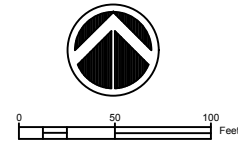
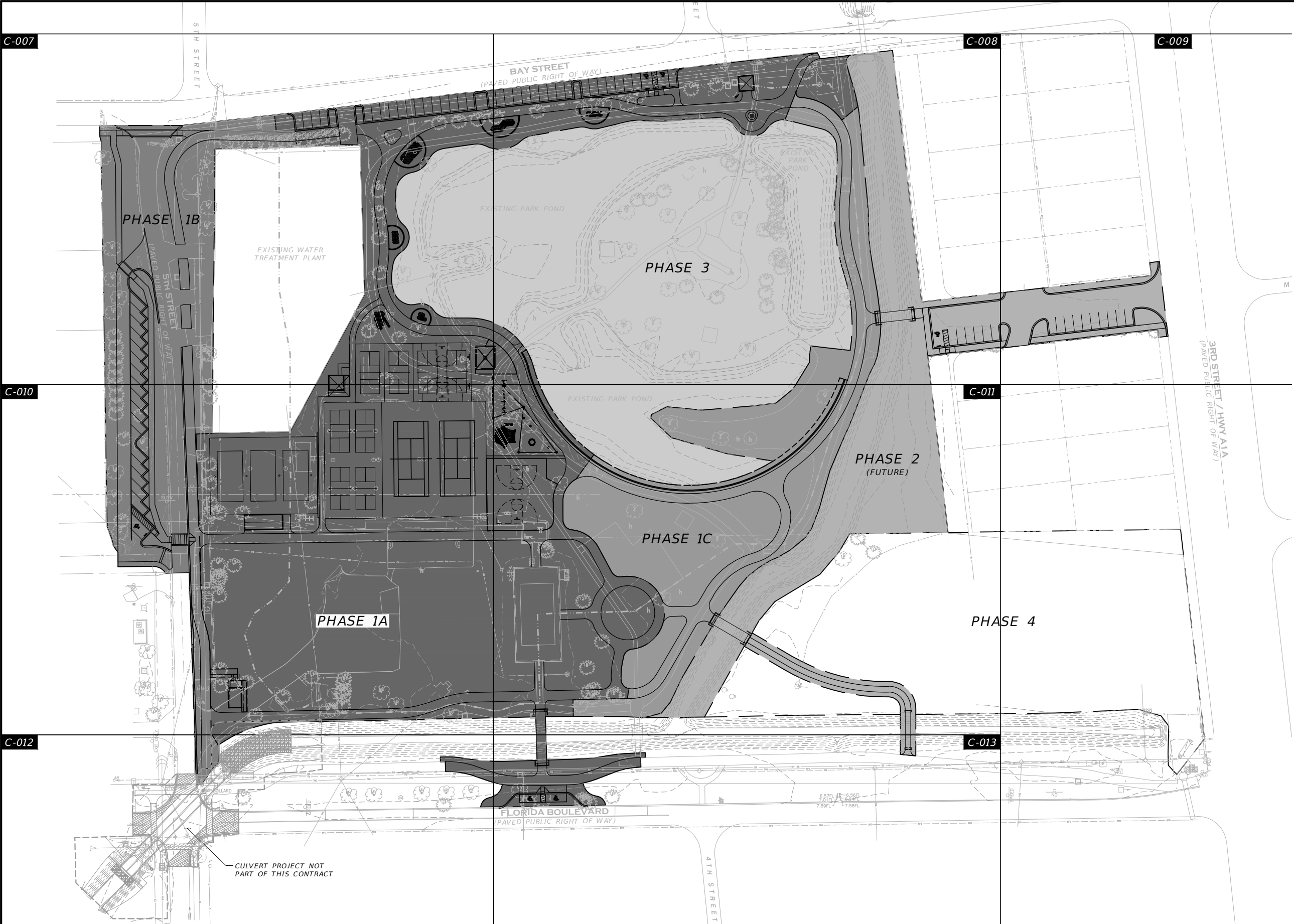
	PHASE 1A
	PHASE 1B
	PHASE 1C
	PHASE 2 (FUTURE)
	PHASE 3
	PHASE 4

C-010

C-011

C-012

C-013



REVISIONS				THOMAS J. GYOROG, P.E., P.E. P.E. NO.: 46612 PARSONS TRANSPORTATION GROUP 1300 RIVERPLACE BLVD. SUITE 200 JACKSONVILLE, FL 32207 CERTIFICATE OF AUTHORIZATION: 1838	CITY OF NEPTUNE BEACH DEPARTMENT OF PUBLIC WORKS			OVERALL SITE LAYOUT AND PHASING PLAN	SHEET NO. 10	
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD	COUNTY	FINANCIAL PROJECT ID		DWG. NO. C-006	
----	----	----	----		FLORIDA BLVD.	DUVAL	648931			

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

Community Development Report:

July 2020 - Submitted By: CDD Kristina Wright



01

Survey: Neptune Beach Vision Plan 1st Draft:

Community Engagement Report

Survey:

More than 204 responses have been received so far. Facebook activity was strong for the roadway and landscaping improvements proposed along key corridors. Overall feedback was highly informative.

According to the hard copy surveys received by staff, the majority of hard copy survey respondents indicated the following:

- a. Attended in person: **6%**
- b. Participated online via Zoom: **5%**
- c. Watched a recording of the meeting or reviewed the presentation online: **39%**
- d. None of the above: **45%**
- e. Other: **9%**

We are estimating to have about 250 surveys at the end of the week completed in addition to the social media feedback we have been receiving. The DKP team will provide a complete summary of all the findings from both the online survey and the hardcopy surveys received next week. We are tentatively scheduling a Debriefing on 8/12 at 9:30 AM to discuss the level of consensus achieved within each topic area and to discuss the next steps towards achieving Vision Plan Draft finalization.

