

City Manager Report

19 July 2021



Stefen Wynn, M.P.A.

City Manager

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Capital Improvement Projects

FY-2021 JARBOE PARK

Construction Schedule:

Construction Schedule:

*Revised Construction
Timeline and Schedule*

7/19/2021	Electrical Work to Begin on Moving HVAC at Neptune House
7/20/2021	HVAC Contractor Finished Moving HVAC at Neptune House
7/21/2021	Concrete Path Poured from Younger Children's Playground to Meandering Path (Weather Permitting)
7/22/2021	Public Works Assists with Grass Seeding Areas of Park
7/26/2021	Next Section of Concrete Work to Begin, Weather Permitting
7/26-30/2021	Court Lighting Poles to ship and be onsite for installation; finish work on courts continues
8/9/2021	Installation begins on court lighting, Finish Work on Courts Continues
8/13/2021	Final Shipment of court light poles scheduled

Park Construction Coordination Meetings

*Agendas from these
meetings can be
found as:*

Attachment A

The City will continue to form and pour concrete as weather permits and as coordinated with contractors. City staff will continue to evaluate the park for spots that need grass seed and continue to seed and water until grass is established.

The area left by the removal of the HVAC at the Neptune House will be programed for a sitting area with benches and staff is evaluating a sun shade as well, this will be discussed at an upcoming parks and land use committee meeting.

Landscaping and tree planting will begin when all construction activities are completed at the park, per the request of the COJ tree mitigation fund.

Staff will continue to schedule the next sections of Concrete Work for the path and entrance to the park from 5th Street. The Bridge from Florida Boulevard is incomplete and will receive four additional railings, two on each end to help guide pedestrians from the side of the bridge. A new sign acknowledging the Recreational Trails grant from DEP will be installed and reimbursement sought from the grant.

Public Works will continue to remove remaining sections of old weed barrier from the volleyball court prior to grading and adding additional sand.

Bike & Pedestrian Counters

*Reports from the
Counters on 1st
Street at Jarboe Park
can be found as:*

Attachment B

Capital Improvement Projects

FY-2021 JARBOE PARK

Contract Price:
Tracking Costs

An Additional
Spreadsheet
Tracking PW Cost
can be found as:
Attachment C



Jarboe Park Phase 1 Improvements - Project Cost Tracking - Page 1 of 2									
Asset	Original Contract Price *	Contract Price with C.O.	Current Billing Date	Current Billing Amount	Approved Balance Remaining	Total Cost **	Funding Source		
Trail Bridge & Bridge Relocation Site Work (Bond, Courts & Playground site work) - ACON Contract with Change Order #1 (Approved 2/16/2021 during Special Council Meeting)	\$ 279,379.98	\$ 321,192.48	5/24/2021	\$ (321,192.48)	\$ -	\$ 321,192.48	Better Jax/Recreational Trails Program Grant		
ADA Parking - Internal Work Performed by City Employees (Approved 2/16/2021 during Special Council Meeting) PAID 7/14/21	\$ 12,000.00	N/A	3/22/2021	\$ -	\$ 12,000.00	\$ 12,000.00	Better Jax		
Playgrounds - Kompan Contract with Change Order #1 (Approved 2/16/2021 during Special Council Meeting) PAID 7/14/21	\$ 292,804.95	\$ 288,651.83	7/14/2021	\$ (288,651.83)	\$ -	\$ 288,651.83	Better Jax/Eckstein Foundation Grant/Donations		
Courts, Lighting & Fencing - Court Surfaces Contract (Approved 2/16/2021 during Special Council Meeting)	\$ 498,715.00	\$ 498,718.00	7/29/2021	\$ (274,475.00)	\$ 224,243.00	\$ 498,718.00	Better Jax		
Multi-Use Field & Landscaping - Belcorp Purchase Authorization Approved by CM within Approval Authority (Sod and Hydroseed, Additional Landscaping may come from another line item)	\$ 7,500.00	N/A	4/23/2021	\$ (4,113.36)	\$ 3,386.64	\$ 7,500.00	Better Jax		
Surveying Services - Ghioffo Surveying Contract (Approved 2/16/2021 during Special Council Meeting). Surveying Fill Dirt - JB Coxwell, Purchase Authorization within the FY-21 Budget Amount for Jarboe Park CIP	\$ 16,045.00	N/A	2/25/2021	\$ (15,092.00)	\$ 953.00	\$ 16,045.00	Better Jax		
Concrete (Sidewalks, Curbs & Parking) - Internal Work completed by City Employees, Material Cost Only	\$ 77,000.00	N/A	6/3/2021	\$ (70,175.00)	\$ 6,825.00	\$ 77,000.00	Better Jax		
Furnishings - Considered part of Phase 1 by Design Engineer, but will not be completed during FY-21 and will need to be budgeted in FY-22	\$ 65,000.00	N/A	5/21/2021	\$ (16,598.88)	\$ 48,401.12	\$ 65,000.00	Public Works, Water & Sewer Svcs., Stormwater Utilities - Line item transfers (reductions in one fund to increase Jarboe Park CIP Fund)	Updated: 7/29/2021	
Pavilion - Removed from the scope of work for Ball Courts, and will not be completed in FY-21, and will need to be budgeted in FY-22	\$ -	N/A		\$ -	\$ -	\$ -	TBD		
Stormwater Improvements - Materials from Oldcastle & Allen's Culverts, Work completed by PW staff. Unanticipated work, corrected and designed by City Staff, includes: storm inlets, piping, and outfalls; Labor from Gruhn - May (\$16,268.80)	\$ 28,347.80	N/A	6/3/2021	\$ (28,282.45)	\$ 65.35	\$ 28,347.80	Stormwater Utility Fund		
City Demolition - Internal Work performed by PW Staff (Dumpsters, misc. concrete, etc. incl. \$2,500 Limbaugh Invoice) Phase 2 (Formerly Phase 1B & pieces of 1C) - Parking Lot on West side of 5th Street, Moving Old City, Multi-purpose Field, Furnishings & Landscaping, including trees (dependent upon COJ funding) and irrigation	\$ 21,610.31	N/A	6/21/2021	\$ (21,610.31)	\$ -	\$ 21,610.31	Better Jax (7/29/2021 Update)		
Phase 3 (Formerly Phase 2) - Eastside Path, with significant dirt work as called out by the Design Engineer, includes new bridges, and Parking Lot on East side of Park (on outside of the ditch)	TBD	N/A	TBD	N/A	N/A	TBD	TBD		
	TBD	N/A	TBD	N/A	N/A	TBD	TBD		

**Total Price of Contracts/P.A.'s without C.O.'s: \$ 1,238,459.14
***Total Price of Contracts/P.A.'s with Approved C.O.'s: \$ 1,336,122.42

Total Billed to Date: \$ (1,040,191.31)

FY-20 + FY-21 \$1,243,088 + Change Orders \$97,663.28: \$

****Total Remaining Budget Balance: \$

296,931.11

N/A: Not Applicable
TBD: To Be Determined

FY-20 + FY-21 Approved Budgets: \$ 1,243,088.00
 ACON Change Order #1 Amount: \$ 41,812.50
 Kompan Change Order #1 Amount: \$ 56,860.78
 Total Amount of Approved Change Orders: \$ 97,663.28
Total Council Approved Amounts w/Change Orders: \$ 1,340,751.28

* Unless otherwise noted, work is performed by a contract or Purchase Authorization (There are instances where material cost alone is estimated, and labor not considered, since City Employees would perform the work)

** Assumes that the entire contract or Purchase Authorization is used

*** This Amount is anticipated to above the FY-20 & FY-21 Budgeted Amounts and will require transfers to the Jarboe Park CIP from Public Works Funds

**** The Total without including Change Orders into the Calculation of Budget Remaining is: \$899,818.38

Parsons Estimates (received 10/30/20)				
Phase 1	\$	2,223,946.00	\$	2,223,946.00
Phase 2			\$	586,018.83
Parsons Phase 1 and 2 Total Estimate:			\$	2,809,964.83

- Week of July 4** Older Children's Playground is open and has been heavily utilized.
- Week of July 12** Concrete Pour at the park, connecting younger children's playground to older children's playground.
- Week of July 26** Mowing and trimming around the park.



Capital Improvement Projects

FY-2021 Senior Activity Center

Senior Center:

Finish Work Being Completed:

The interior of the Senior Activity Center continues to take shape. Public Works has completed the HVAC Closets inside to house the air handlers. A revised punch-list has been sent to the Vanguard and finish work will continue throughout August.

Vanguard had a crew begin punch work in late-July, but still have the following outstanding items:

- Men's Bathroom Stall
- 3-Floor Plates in gathering Room
- Interior Doors (Painting and Hardware, Various Locations)
- Ladies & Men's Room Door Handles need adjusted
- Missing Caulk at various locations with exterior siding
- Front Window frame is cracked
- Exterior Final Painting
- Countertop at Kitchen Sink is bowed
- Men's Room cove base and molding needs repaired
- Trim staples in all rooms needs caulk and/paint

NBSAC Finish
Work Cost
Tracking
Spreadsheet
Attachment D

Vanguard
Punch-List
Attachment E

Marquis, Latimer + Halback:

ML+H are scheduling with a surveyor to get an updated survey on the Senior Center property. On 7/23 Mr. Marquis notified the City that they plan to get underway with the project the first of the month. Once we have dates for a community information gathering session, we'll get the information out to the surrounding neighborhood and to users of the facility.



City Manager Coordinated Projects

CM Meetings, Coordination Meetings

Meetings:

Various meetings with residents, visitors, vendors, and other interested parties that are a normal part of City Management. All of these meetings are equally important and only include the City Manager when the process requires it.

Meetings:

Schedule

Past Meetings:

7/1/2021 – Interlocal Agreement Discussion with Mobility Management/Parking on 18th & 19th Street Parking

Meeting with Dane Grey, Elite Parking Services, on solutions for employee parking in the Beaches Town Center area

Meeting with David Searcy, WastPro USA, on existing solid waste schedule, I've asked for further information on trashcans, schedule and would like to perform an audit as provided by the contractual agreement between the City and WastPro USA, as well as a meeting with the Regional Vice-President. WastePro isn't meeting their contractual obligations to the City for providing labor and staffing to complete their contract.

Phase III of LDR process internal meeting to discuss next steps with DKP, Staff and Vice-Mayor Jones

July 4th Action Plan discussion with NBPDP

7/6/2021 – Sunset Point HOA Drainage Plan Meeting. Sunset Point HOA was given everything that's needed from the City in order to get a permit to do the work as required by SJRWMD. Awaiting information from Sunset Point HOA on the direction that they'd like to proceed.

7/7/2021 – Budget Meeting #2 Mobility Management/Parking Department

Budget Meeting #1 Clerk

7/8/2021 – Budget Meeting #1 Public Works

90th Anniversary Planning Committee Meeting at Jarboe Park

7/9/2021 – Budget Meeting #2 Community Development Department

City Manager Coordinated Projects

CM Meetings, Coordination Meetings, Misc.

Meetings:

Various meetings with residents, visitors, vendors, and other interested parties that are a normal part of City Management. All of these meetings are equally important and only include the City Manager when the process requires it.

Past Meetings:

7/12/2021 – Urban Trails Project Connectivity Meeting at Fletcher High School

Meetings:
Schedule
Continued

310 3rd Street, Shorebreak Ventures, sitework meeting to ensure that all necessary questions have been answered and documents received for Council's consideration of the development order scheduled for 7/19

Meeting with Jennifer Joyce, Ascendo, to discuss assistance with personnel issues and temporary staffing needs/job searches for vacant positions

TLM Realty meeting with Ron Oehl on their plans and current activities in the City of Neptune Beach

Tyler Technologies Meeting on ERP for Chart of Accounts and next steps in order to be ready for implementation before the first of the year

Meeting with Beaches Managers to discuss Penman Road Study, Personnel Issues, and SB 64

Second meeting with Tyler Technologies on ERP for Chart of Accounts with actual developers to make sure that we're ready for implementation before the first of the year

7/13/2021 – Florida Department of State Meeting to coordinate a site visit for the Florida Main Street Program in August

7/14/2021 – Meeting with Abentras RE: Renewal Rate for Health Insurance FY-2022 (rate went down for the City's contribution and employee contributions remained the same for the third year in a row. Administration plans to keep any refund towards reducing the premium in the future, when it will most likely go up

7/15/2021 – Final Budget Meeting with City Clerk, Public Works, and Police Departments

Meeting with Suez, Stephen Calhoun about water tower work and underground water storage tanks maintenance (DPW French getting drinking water plant on routine maintenance schedule)

FCCMA Awards & Scholarships Committee Meeting – initial meeting to decide procedural and eligibility changes for awards and scholarships through FCCMA

7/16/2021 – FLC Municipal Administration Policy Committee – Two policies identified for next Legislative Session: 1.) Supporting Legislation Regulating Vacation Rentals/AirBnB on the local level; 2.) Supporting Cybersecurity initiatives to protect local governments from attacks

City Manager Coordinated Projects

CM Meetings, Coordination Meetings, Misc.

Meetings:

Various meetings with residents, visitors, vendors, and other interested parties that are a normal part of City Management. All of these meetings are equally important and only include the City Manager when the process requires it.

Past Meetings:

7/19/2021 – Three Beaches communities discussion on ILA for combined effluent outfall

7/20/2021 – Bi-Weekly Staff Meeting – interdepartmental coordination on various items

Meetings:
Schedule
Continued

Crown Castle Fiber Utility Permitting & Engineering, discussion on upcoming fiber optic connection to DCPS buildings in Neptune Beach R/W's

7/21/2021 – Budget Workshop #2 IT Department – FY-22 will not have an individual IT Department, but each Department will include a fund account specifically for IT-related expenditures, this after CIO determined that annual cost for IT related items (software, subscriptions, licensing, hardware, and personnel) was over \$280,000

7/22/2021 – Great Places Award Nomination Discussion with Kevin Hogencamp (COAB) – APA Award application for Beaches Town Center

7/23/2021 – Meeting with PD and Clerk to upload data for \$1,000/sworn officer checks from ARPA through DEO (completed)

FDEM notified the City of \$3,635,680 in ARPA funding coming to the City for infrastructure and a very tight list of approved expenditures (COJ is also providing \$1,000,000 to CONB for lost revenues during the pandemic)

7/26/2021 – Interlocal Agreement Discussion on adding 18th & 19th Street to Parking Program (**SEE ATTACHMENT F** for a letter sent to COAB about edits requested for ILA)

7/29/2021 – Meeting with Trey Vollmer of Vollmer Visuals to create a video for the APA Florida Chapter Award in Best Practices (plan to use this video as part of a submission for a National Award and for information for our residents)

Upcoming Meetings:

8/4/2021 – Video Interviews for APA Award Video

8/5/2021 – Out of Office

8/10/2021 – Meeting with AirBnB property owner to educate on laws in Neptune Beach

8/11/2021 – JAX Chamber – Beaches Division Board Meeting

8/12 – 16/2021 – FLC Conference in Orlando – Legislative Policy Committee Meeting

8/13/2021 – FLC Legislative Policy Committee Meeting at FLC Conference

8/14/2021 – NEFLC Breakfast at FLC Conference

9/1/2021 – Florida APA Conference in Miami for Awar

City Manager Coordinated Projects

CM Meetings, Coordination Meetings, Misc.

TLM Realty Coordination Meetings:

3/1/2021; 4/5/2021; 5/3/2021; 6/7/2021; 8/16/2021; 10/18/2021; 12/6/2021; 2/7/2022

All of these dates have a (10) day window for the City to object to anything discussed during these meetings. This means that staff will be extraordinarily pressed ensuring that the City's best interests are upheld, while also ensuring that the other major projects happening in the City also receive attention.

Meetings:

TLM Coordination Meetings

Coordination Meeting #4:

During the most recent coordination meeting, the City was presented with a number of alternatives related to cost reduction from TLM Realty. In each of the proposed value-engineering propositions, City Staff found them to deviate too far from the Development Agreement to be considered. If any of the changes were absolutely required by TLM Realty in order to move forward with the project, they would need to go before the Council in the manner outlined in the City's Code in order to get their requests considered.

TLM Realty has since rescinded its value-engineering proposals and will continue based on the development agreement with the City.

See **Attachment G** for the Coordination Meeting #4 Agenda, Value Engineering Proposals and Notes from the Meeting.

Coordination Meeting #4 Follow-Up:

Mr. Greene of TLM Realty submitted additional information as requested by City Staff. On 6/8/2021, City Staff received an email with a proposal for the rear swale of the property to include rip-rap and landscaping/trimming. The reason for the request came from City Staff meeting with residents that were concerned about the rear of the property becoming a place for transients to congregate.

See **Attachment H** for a detail of the rear drainage swale improvements.

Mr. Greene also provided clarifications on the revisions requested during Coordination Meeting #4.

See **Attachment I** for clarification of revisions for Value Engineering.

See **Attachment J** for an email from the City rejected proposed VE Changes.

Activity at the Lucky's Market:

On 6/11/2021, the City was alerted to a mobile trailer and camper being setup to the rear of the old Lucky's Supermarket. According to TLM Realty, the new tenant, Publix, has engaged the services of a third-party auction firm in order to remove all Lucky's Market store fixtures and equipment. The work is expected to be completed by 6/15/2021 and everything associated with the auction should be off-site by then.

Demolition Began 7/19/2021 on the façade of 510 Atlantic Blvd. Improvements have begun.

City Manager Coordinated Projects

BUDGET UPDATE

Proposed Millage Rate:

For over a decade the City has routinely set a millage rate of 3.3656, most likely due to an increasing assessed value for properties within the City. The County Appraiser certified on 6/18/2021 that the current gross taxable value in 2021 is: \$1,031,107,270, up from \$967,889,740 in 2020. Because of the continued increased assessed value, my recommendation is to keep the millage rate at 3.3656 going into FY-2022.

**Proposed
Millage Rate:**
3.3656

According to the eTRIM (Truth in Millage) FY-22 DR420 Certification worksheet, the current year rolled-back rate is 3.1773. The rolled-back rate is the rate that would generate the same amount of property tax revenues as approved for the prior year. Since the tax base has increased (the property values are higher this year than last year), the rolled-back rate is less than the prior year's rate. Because the proposed millage rate is higher than the rolled-back rate, the City must advertise a, "NOTICE OF TAX INCREASE," even though the millage rate is the same as it was last year (and for many years previously).

In FY-2020, the City budgeted for \$2,889,742 to be received from Ad-Valorem taxes. The eTRIM FY-21 DR420 anticipated \$3,264,445 to be levied from property taxes, for a difference of: (\$374,703) = \$2,889,742 - \$3,264,445. FY-2020 Actual (9/30/2020) receipted \$2,915,179 from Ad-Valorem taxes, or a: (\$349,266) = \$2,915,179 - \$3,264,445 difference (11.3% difference in expected and actual revenues).

In my estimation the Ad-Valorem tax revenue generated by a 3.3656 millage rate for FY-22 would be: **\$3,050,897** = .88 * \$3,466,929.

SEE ATTACHMENT K for the Property Appraiser's certification on the DR-420.



Public Works Department:

Distributions & Collections; Wastewater; Streets & Parks; Water; Stormwater; and Upcoming Projects

Action Report:

Distribution & Collections, Wastewater, Streets & Parks; Water; Stormwater

Distribution & Collections:

Week of July 5	4 th of July Cleanup
	Storm Preparation for Hurricane Elsa
Week of July 12	Began Fire Hydrant testing for Fire Marshal
	Began working on and finishing various work orders from multiple departments and at various locations around the City
	Installed Water Line Service at 1309 Big Tree
Week of July 19	Repaired Sewer Break at 222 Lora Street
	Continued Fire Hydrant Testing for Fire Marshal
	Continued working on various work orders
	Temporarily fixed the outdoor shower at the Atlantic Blvd. Beach Access, new valve from vendor and manufacturer will be installed once received
Week of July 26	Repaired a water main break on Bay Street
	Repaired a sewer line on Neptune Grove West damaged by Roots
	Continued completing various work orders around the City
	Continued testing fire hydrants around the city
	Adjusted meter box at 220 Hopkins Street (after replacing it due to damage)

Public Works Department:

Distributions & Collections; Wastewater; Streets & Parks; Water; Stormwater; and Upcoming Projects

Action Report:

Distribution & Collections, Wastewater, Streets & Parks; Water; Stormwater

Streets & Parks Department:

Week of June 28	Completed Margaret Street Dune Crossover
Week of July 5	4 th of July clean-up Storm Preparation for Hurricane Elsa Parks picked up garbage and mowed R/W's and Parks
Week of July 12	Parks continued picking up garbage and mowing R/W's and parks Streets poured concrete paths in Jarboe Park
Week of July 19	Training from Kevin Brown with Beaches Sea Turtle Patrol on how to safely drive the beach during Sea Turtle Nesting Season Parks continued picking up garbage and mowing R/W's and parks Cleaned up and mowed 500 Atlantic, generated invoice for work and submitted to Code Enforcement for collection from property owner
Week of July 26	Parks continued picking up garbage and mowing R/W's and Parks Streets poured concrete paths at Jarboe Park and repaired a sidewalk on Driftwood

Wastewater, Water, and Stormwater:

Week of July 5	Storm preparation for Hurricane Elsa Reported to FDEP that both WTP and WWTF are fully-operational after storm passed Met with AWC, the City's integrator to kick-off planning for WWTF repairs and improvements Stormwater found illegal dumping from a contractor at 800 Block of 3 rd Street and reported to Code Enforcement Stormwater began mowing swales
Week of July 12	Submitted Quarterly Report to FDEP to address WWTF Consent Order Stormwater continued mowing swales Wastewater built & installed an adjustable weir between the anoxic and re-aeration basins in the IFAS plant (related to Consent Order)

Public Works Department:

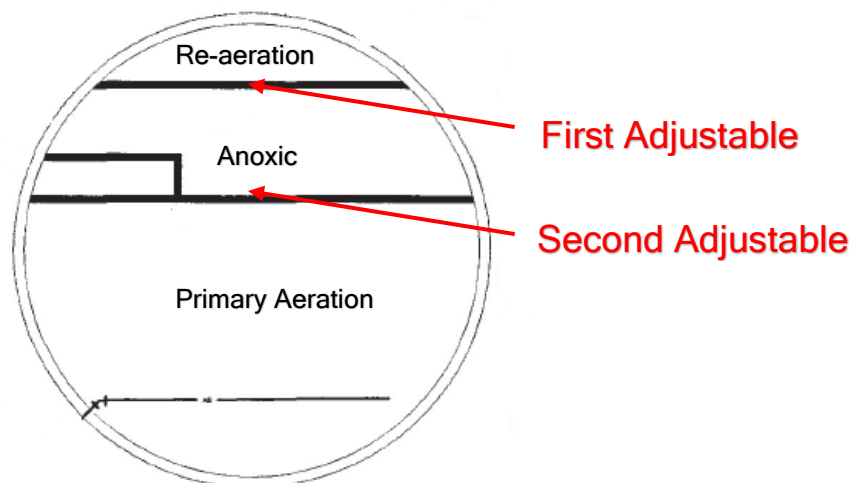
Distributions & Collections; Wastewater; Streets & Parks; Water; Stormwater; and Upcoming Projects

Action Report:

Distribution & Collections, Wastewater, Streets & Parks; Water; Stormwater

Wastewater, Water, and Stormwater:

Week of July 12	<p>Stormwater repaired an inlet at 3rd and Margaret Street</p> <p>Stormwater mowed ditches and swales around the pond at the City's PW Facility</p>
Week of July 19	<p>Tyler Tech implementation meeting</p> <p>Met with AWC to plan for upcoming repairs and improvements to the WWTF</p> <p>Stormwater mowed ditches and swales including the Bay Street ditch</p> <p>Wastewater compiling data necessary to submit quarterly and monthly report ezDMRs due July 28</p>
Week of July 26	<p>Wastewater completed data collection and submitted montly ezDMR and Quarterly ezDMR to FDEP</p> <p>Stormwater mowed ditches and swales at Lake Neptune</p> <p>Wastewater called out to recalibrate chlorine analyzer probe, it has gone down several times since its last annual maintenance, a quote for replacement was requested from the manufacturer (HACH), PA forthcoming</p> <p>Wastewater Department repaired the effluent screen filter and notified FDEP</p> <p>Another adjustable weir was manufactured due to discovering that bleed over was happening between the anoxic tank and the primary aeration basin. Facilities fabricated another weir to stop the bleed over between basins.</p>



Public Works Department:

Distributions & Collections; Wastewater; Streets & Parks; Water; Stormwater; and Upcoming Projects

Action Report:

Distribution & Collections, Wastewater, Streets & Parks; Water; Stormwater

Administration:

Week of July 5	4 th of July Cleanup Storm Preparation for Hurricane Elsa Met with AWC for kick off planning for WWTF improvements
Week of July 12	Met with Jax Beach, City Manager, and Grants/Resiliency Manager to coordinate urban trails project at 5 th street 310 3 rd Street coordination meeting for comments and preparation of package for Development Order to City Council Participated in Budget Meeting Met with Stephen Calhoun of Suez with City Manager to establish a program for maintenance of underground storage tanks at water plant Reviewed R/W applications Submitted Quarterly Report to FDEP for Consent Order
Week of July 19	Coordinated with Kevin Brown of Beaches Sea Turtle Patrol for training staff Tyler Tech implementation Meetings Reviewed R/W applications Coordination Meeting with Beaches City Managers for ILA on combined effluent outfall and impacts of SB64 for removing surface water discharges of effluent from treatment facilities Award of CONB Bid 2021-03 Florida Blvd. Culvert Replacement R/W discussion with Crown Castle for fiber optic project with DCPS Meeting with AWC on upcoming improvements to WWTF BMAP TAT Conference Call
Week of July 26	RFQ due for GECC, opening and bid tabulation, (9) firms submitted, (2) were administratively dismissed for not meeting the requirements for submission and (7) are currently being scored by the selection committee: DPW, CM and Clerk

Public Works Department:

*Distributions & Collections; Wastewater; Streets & Parks;
Water; Stormwater; and Upcoming Projects*



Margaret Street Dune Crossover



Storm Preparation, Cleaning
stormwater catch basins



Illegal Dumping 800 block of
3rd St.



Sewer Repair at 222 Lora Street



Water line installation
1309 Big Tree



Sluice Gate (adjustable weir)
between anaerobic and aerobic
basins



Catchbasin repair at 3rd and
Margaret streets



Sewer Line Repair
from Tree Root
Intrusion



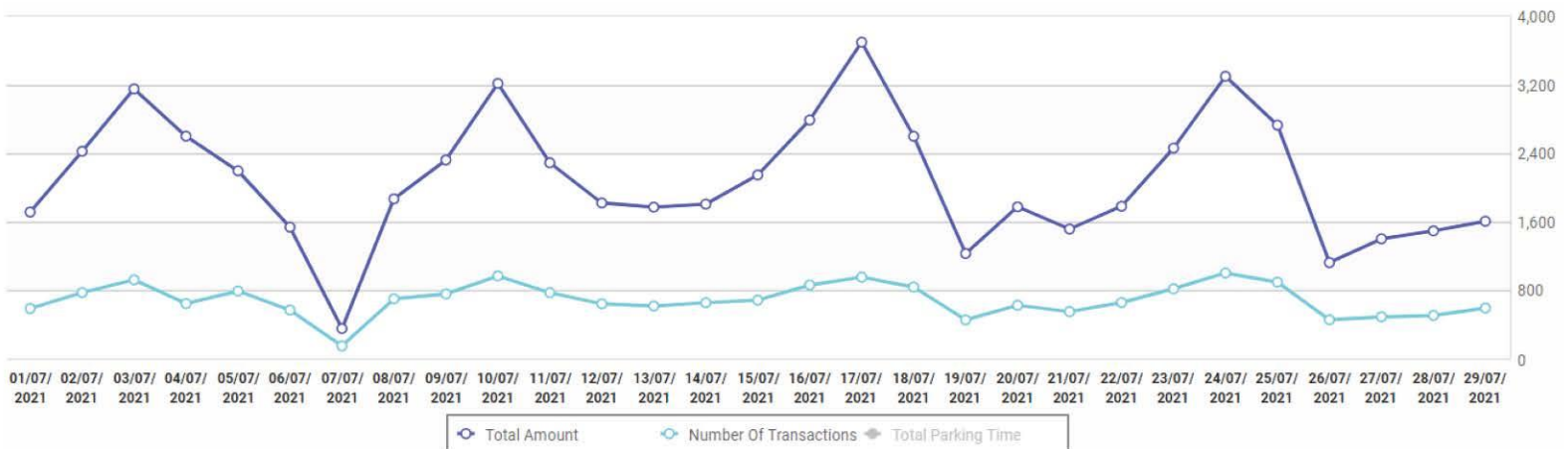
NORTH BEACHES PARKING MONTHLY SNAPSHOT

Total revenue: \$60,935.60
Total transactions: 20,249
Daily revenue average: \$2,101
Daily transaction average: 698
Average amount spent: \$3.01
NB residents registered: 11
AB residents registered: 59

Data collected through 7/29/2021

JULY 2021

JULY DAILY TRANSACTIONS & REVENUE



FISCAL YEAR SNAPSHOT BY THE MONTH





Jarboe Park Construction Update

Date: July 27, 2021

Time: 9:00am

Location: Neptune House

Distribution	CONB: Colin Moore, Stefen Wynn, Jim French, Robert Hughes, Paul Williams, Jeffrey Paul
Review previous meeting notes	
Project schedule updates: <ul style="list-style-type: none"> Two forecasts Critical milestones Critical deliveries 	<ul style="list-style-type: none"> Week of 7/19/2021: <ul style="list-style-type: none"> Electrical work for HVAC relocation completed 7/19 – 7/20 Contractor moved HVAC units on 7/20 Finishing work on courts continues Week of 7/26/2021: <ul style="list-style-type: none"> Next section of concrete work if weather permits Ship date for poles and partial shipment of court lighting on 7/31 Finishing work on courts continues Week of 8/2/2021: <ul style="list-style-type: none"> Poles and partial shipment of court lighting scheduled to be delivered Finishing work on courts continues Volleyball Court sand scheduled to be delivered on 8/4 Week of 8/9/2021: <ul style="list-style-type: none"> Final shipment of lighting scheduled for 8/13 Installation of lighting and poles Finishing work on courts continues
Requests for information	
Contingency Items	
Submittals	
Contractor coordination <ul style="list-style-type: none"> ACON KOMPAN Court Surfaces Irrigation (TBD) Landscaping (TBD) Paving (TBD) 	<ul style="list-style-type: none"> City will continue concrete work in July, August City constructing fence around HVAC electrical with new post caps Electrical contractor will install conduit for outlet adjacent to planned pickleball storage structure

<ul style="list-style-type: none"> • Path lighting (TBD) • HVAC 	
Contractor Items	
City Items <ul style="list-style-type: none"> • Purchase Authorizations • Coordination needs 	<ul style="list-style-type: none"> • Plan next sections of concrete work • Additional railing for bridge • Spread additional grass seed where needed • New filter for exterior Neptune House water fountains installed • DEP acknowledgment sign for Recreational Trails Program grant (per grant agreement) ordered
Pay requests	Court Surfaces – Pay request for balance of court fencing received on 7/13, scheduled for payment on 7/30
Change Orders	
Action Item Notes 7/27/2021	<ul style="list-style-type: none"> • Assistance from Public Works to remove remaining sections of old weed barrier from volleyball court prior to grading additional sand

City of Jacksonville - Transportation

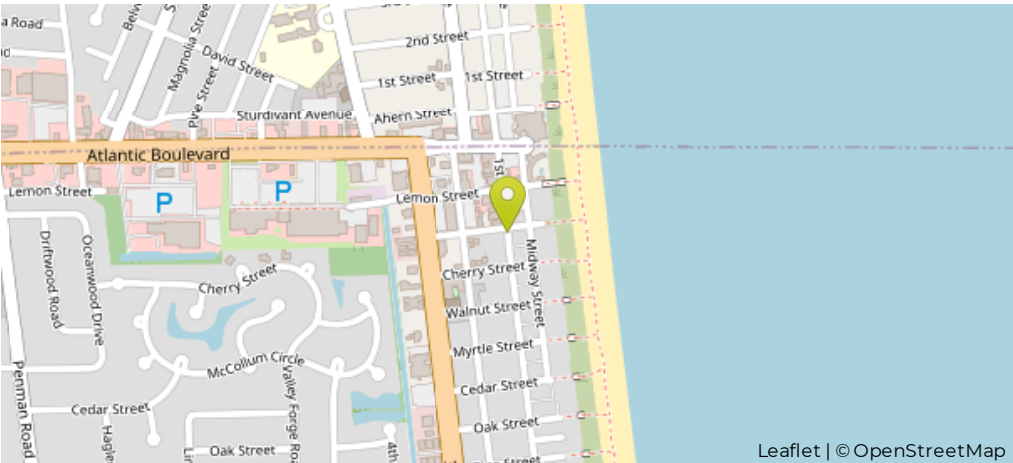


Colin Moore
07/27/2021

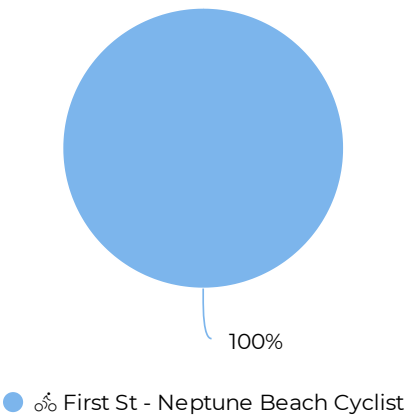
First St - Neptune Beach

January 1, 2021 → July 26, 2021

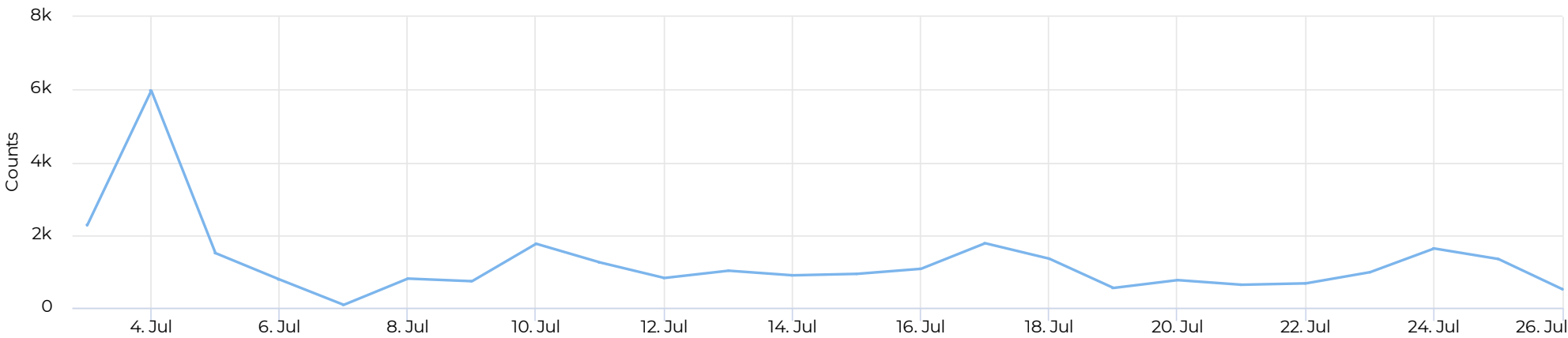
Location



Distribution



Time Series



First St - Neptune Beach

January 1, 2021 → July 26, 2021

Key Figures Summary

Site	Total	Average	Peak Count	Peak Period
First St - Neptune Beach Cyclist	30,054	1,252	5,970	Sun Jul 4, 2021



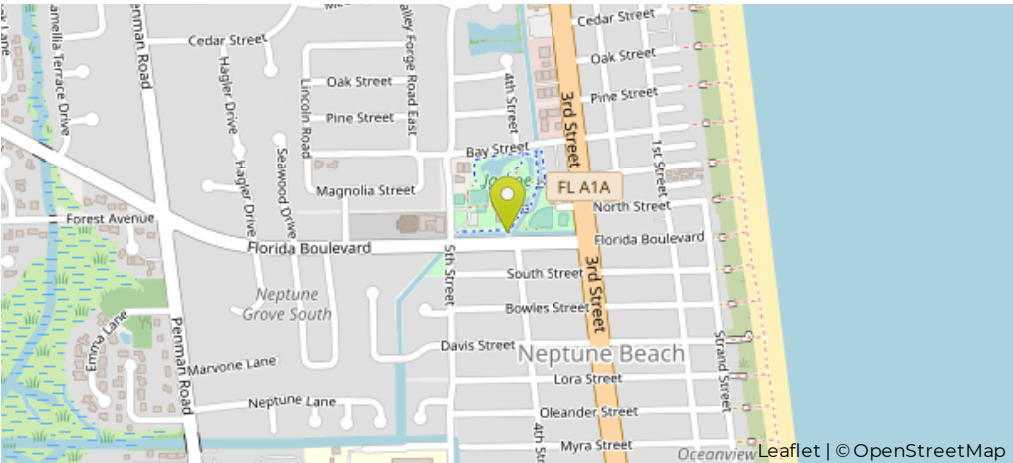
City of Jacksonville - Transportation

Colin Moore
07/27/2021

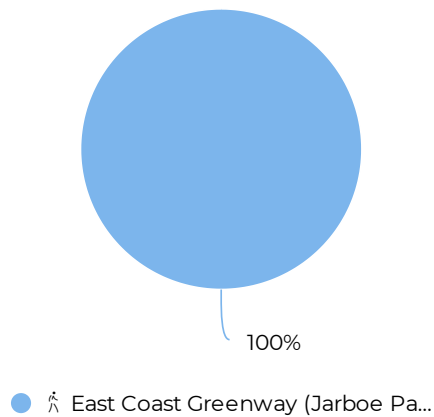
East Coast Greenway (Jarboe Park)

January 1, 2021 → July 26, 2021

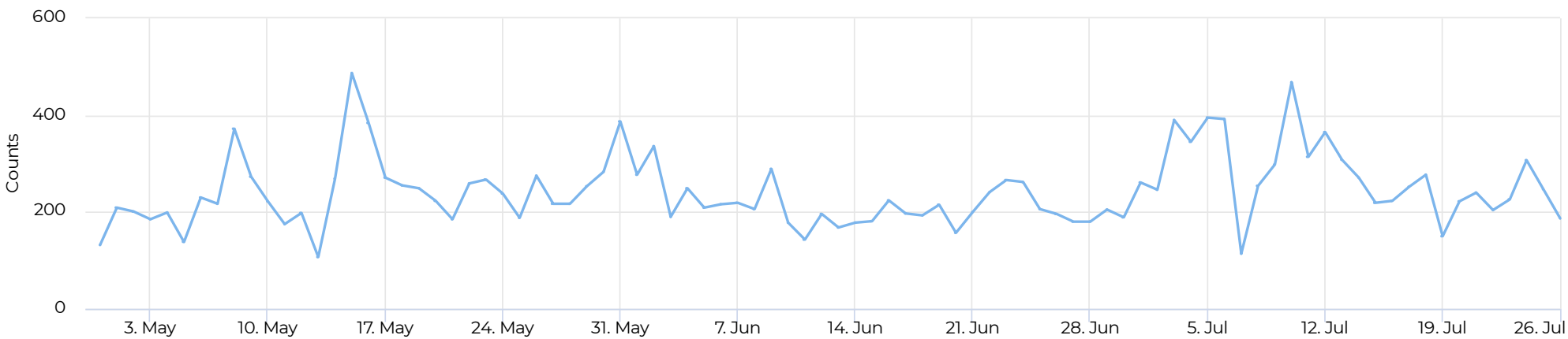
Location



Distribution



Time Series



East Coast Greenway (Jarboe Park)

January 1, 2021 → July 26, 2021

Key Figures Summary

Site	Total	Average	Peak Count	Peak Period
East Coast Greenway (Jarboe Park)	21,286	242	487	Sat May 15, 2021

Jarboe Park Demo Expenses

Date	Location	Description	Cost
10/26/2020	Home Depot	100ft Orange Safety Fence, rebar caps	\$404.67
10/27/2020	Berman Bros Inc	Carbon Steel Rebar	\$183.30
10/27/2020	Ace	pliers 7", Cableties, gardner bender, no trespassing signs	\$126.76
10/30/2020	Home Depot	Fence items	\$68.05
10/30/2020	Home Depot	Galvanized fence post, eye anchor	\$68.05
11/2/2020	Home Depot	Fence items	\$307.61
11/4/2020	Ace	Fasteners	\$10.36
11/9/2020	WastePro Invoice #0000469042	Disposal	\$424.15
11/9/2020	Home Depot	Fence items	\$88.50
11/9/2020	Home Depot	tie wire	\$88.50
11/10/2020	Home Depot	Chain link fence	\$4,311.30
11/12/2020	Home Depot	Fence Items	\$146.08
11/16/2020	WastePro Invoice #0000469195	Disposal	\$1,102.42
11/19/2020	Home Depot	Permit Box (2)	\$79.94
11/20/2020	Home Depot	Bit Set, driver set, post mix	\$94.38
11/24/2020	United -Invoice 56390	Concrete Disposal	\$1,200.00
11/30/2020	United - Invoice 56525	Concrete Disposal	\$900.00
12/4/2020	United- Invoice 56626	Concrete Disposal	\$900.00
2/5/2021	United- Invoice 58161	Concrete Disposal	\$750.00
2/8/2021	United- Invoice 58210	Concrete Disposal	\$450.00
2/11/2021	Allen's Culvert- PA9640	Culvert piping for drainage	\$4,430.00
2/11/2021	United- Invoice 58299	Concrete Disposal	\$300.00
2/12/2021	United- Invoice 58335	Hauling Asphalt Millings	\$127.50
2/22/2021	United- Invoice 58558	Hauling Asphalt Millings	\$616.25
2/26/2021	United- Invoice 58687	Hauling Asphalt Millings	\$510.00
2/3/2021	Home Depot	Fence items	\$205.00
3/9/2021	Tucker Equipment	Georgia Buggy for Concrete	\$92.91
3/9/2021	Limbaugh Electrical	Relocate main service for new bridge footer	\$2,173.21
3/17/2021	Ace Hardware	Nails to form concrete pour	\$19.99
3/10/2021	Argos	Concrete Pours	\$5,911.41

3/23/2021	Home Depot	Sakrete Expansion Joint	\$102.80
3/17/2021	Argos	Concrete Pours	\$1,849.69
3/29/2021	Ace	Foamboard, Liquid Nails	\$21.96
3/31/2021	Ace	Concrete Mix	\$36.72
3/24/2021	Argos	Concrete Pours	\$2,959.50
3/31/2021	Argos	Concrete Pours	\$1,479.75
4/6/2021	Ace	plumbing parts for water to tennis and volleyball courts	\$85.51
4/6/2021	Ferguson	plumbing parts for water to tennis and volleyball courts	\$260.00
4/20/2021	Pine Castle	Boards for forming	\$81.03
4/22/2021	United- Invoice 60264	Disposal	\$150.00
4/26/2021	United- Invoice 60422	Disposal	\$1,256.25
5/7/2021	Harrington- Invoice 037D1206	conduit supplies	\$1,456.00
5/7/2021	Harrington- Invoice 037D1205	conduit supplies	\$1,698.70
5/12/2021	Ace	conduit supplies	\$12.12
5/12/2021	Argos	Concrete Pours	\$853.02
5/12/2021	City Electric Supply	conduit for fiber to Neptune House and future power to well	\$181.22
6/1/2021	City Electric Supply	conduit for fiber to Neptune House and future power to well	\$11.08
6/15/2021	Roundtree Sod	bahia grass for edges of tennis courts	\$250.00
7/1/2021	North Fl Feed & Farm Supply Inv-40321	bahia grass	\$539.60
7/14/2021	Argos	Concrete Pours	\$3,190.10
7/20/2021	Econo Signs	Jarboe Park Trail Grant Signs	\$73.80

Total \$42,639.19

Concrete	\$16,598.88
Demolition	\$21,610.31
Stormwater	\$4,430.00

NB-SAC Exterior Finishes		
<i>NBSAC Donation Fund</i>		
Beginning Balance	\$ 170,994.24	10/1/2019 - 3/25/2021
HVAC - Buehler A/C, New Ground Units & Handlers		<u>Approved at Special Council Meeting on :</u>
	\$ (30,108.00)	3/15/2021
Electrical - Limbaugh Electric, Energizing the Building & Installing a Transformer and Master Panel		<u>Approved at Special Council Meeting on :</u>
	\$ (31,369.80)	3/15/2021
Plumbing - Advantage Plumbing, Final Connection of all Plumbing penetrations for connection to Public Utilities		<u>Approved at Special Council Meeting on :</u>
	\$ (3,925.00)	3/15/2021
Additional Materials - CO#1 Vanguard, Materials to close openings caused by removing BARD HVAC systems.		<u>Approved by City Manager on:</u>
	\$ (6,050.00)	3/25/2021
Additional Funding - COJ funded the Senior Activity Center		<u>Approved by COJ at May Council Meeting</u>
	\$ 75,000.00	
Additional Funding - Eckstein Foundation Grant		<u>Awaiting Updated Contract for Signature</u>
	\$ 10,000.00	<u>(7/1/2021)</u>

Additional Funding -		
<i>Carla Medley for mirrors</i>		
<i>in dance/fitness room, in</i>		
<i>memory of Bob Medley</i>		
\$	2,000.00	<u>Donation Received by</u> <u>check in May</u>
Additional Materials -		
<i>drywall for encasing the</i>		
<i>air handlers at the Sr.</i>		
<i>Center</i>		
\$	(260.64)	<u>From ESCO received by</u> <u>Leslie on 6/30/2021</u>
Additional Funding -		
<i>Delores Barr Weaver</i>		
<i>Foundation for outfitting</i>		
<i>the kitchen</i>		
\$	5,000.00	<u>Check Received</u> <u>6/21/2021)</u>
Additional Materials -		
<i>Home Depot bi-fold</i>		
<i>doors for Air Handler</i>		
<i>Closets</i>		
\$	(309.68)	<u>From Home Depot</u> <u>purchased on</u> <u>5/25/2021</u>
Additional Materials -		
<i>Lumber for HVAC Air</i>		
<i>Handler Closets</i>		
\$	(545.83)	<u>From Home Depot</u> <u>Purchased on</u> <u>5/26/2021</u>
Furnishings - Porch		
<i>rocking chairs</i>		
\$	(1,941.20)	<u>From Polywood</u> <u>purchased on</u> <u>7/9/2021</u>

Donation Balance: \$ 188,484.09



Project Name:	Senior Activity Center
Contractor:	Vanguard Modular
Engineer/Architect:	N/A
Owner:	City of Neptune Beach

PROJECT COMPLETION PUNCH LIST

Item Description	Work Needed & Location	STATUS	Completed		Approved	
			Date	Initials	Date	Initials
Broken Flange	Repair Broken Flange for Urinal inside wall & all applicable drywall repair	Open				
Broken Flange	Repair broken toilet flange	Open				
Ceiling tile rails	loose or bent	Open				
Ceiling tiles	5 missing ceiling tiles	Open				
Ceiling tiles	Discolored ceiling tiles from roof leaks	Open				
Ceiling tiles	4 damaged ceiling tiles	Open				
Mop sink	missing faucet	Open				
Janitors closet	opening to the public, no door shown on the plans?	Open				
Roof	various roof leaks	Open				
Men's bathroom wall	Patch hole in wall with old wiring from thermostat near electrical panel	Open				
Men's bathroom stalls	tighten hardware and repair loose wall hanger	Open				
Window trim	repair damaged and loose trim around windows	Open				
Flooring	Discolored, scratched, loose, lumpy, pop-ups, and humps in VCT flooring	Open				

Interior Walls	Fingerprints and spots, wavy or unstraight wall	Open				
Floor plates	plastic plates in floor should be brass	Open				
Ceiling	exposed wood in ceiling at the according door location	Open				
Accordion door	missing door	Open				
Kitchen Cabinets	Missing bottom under sink, drawer tight and hard to open	Open				
Interior doors	several interior door are either hard to close or will not close and latch, discoloration/blemish found on doors.	Open				
Base boards	Base boards are wavy, loose, and peeling off through out the building	Open				
Exterior	Remove tape left on exterior	Open				
Siding	Missing caulking on u-channeling, corners, joints, holes, gaps, etc.	Open				
Siding	Crack in siding above front window	Open				
Siding	nail pop-outs	Open				
Exterior	Final painting	Open				
Kitchen Sink	missing boots on the plumbing under the sink	Open				
Siding	foam or glue on the siding from the EFIS installation	Open				
Smoke detectors	no smoke detectors found in the front rooms, bathrooms, or kitchen	Open				
Interior corners	Take the interior corner trim all the way down to the flooring, stops at the base board trim in places	Open				
Skirting	Install skirting	Open				
Cleaning	Remove debris and clean-up after construction	Open				

Ladies Room	RSF mirror needs to be readjusted LSF interior cove molding torn by the door	Open				
Mens Room	Cove molding by air handler ripped Handicap partition not attached Door mechanism difficult to open	Open				
Cracked Window	RSF front window	Open				
Front Door	Mechanisms on both doors need to be aligned to close	Open				
Kitchen	Bow in countertop at the front of the sink	Open				



North Beaches Parking

Operated By the City of Neptune Beach
116 1st St. Neptune, Beach, FL. 32266
(904) 566-9410 | parking@nbfl.us
northbeachesparking.com

City of Atlantic Beach

Mr. Shane Corbin, *City Manager*

800 Seminole Rd.

Atlantic Beach, FL. 32233

RE: Request for Information from 7/26/2021 City Commission Meeting

July 28, 2021

Mr. Corbin –

The City of Neptune Beach remains committed to having one cohesive paid parking program. This offers a better resident and guest experience than a set of piecemeal parking areas with various sets of rules and payment systems. In spring of 2021, we began discussing the prospect of adding to our enforcement route. During our discussions, we explored including cashless kiosks at 18th and 19th Streets as a cost-saving measure for both of us. We also expressed that adding these two locations to our program would require a change to the revenue share agreement to reflect increased operating costs.

The following details factors that the additional parking enforcement areas will affect.

Route Expansion Overview:

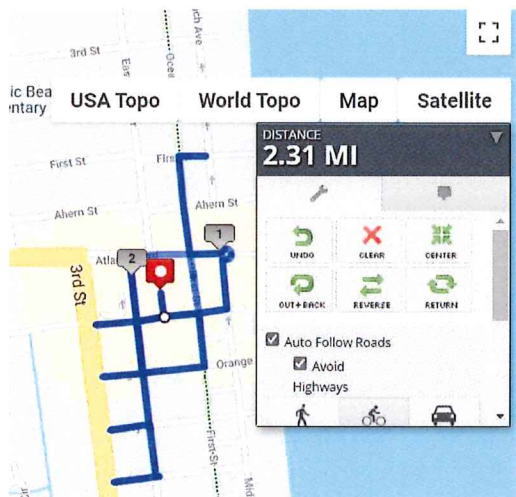


Figure 1, Existing Enforcement Route

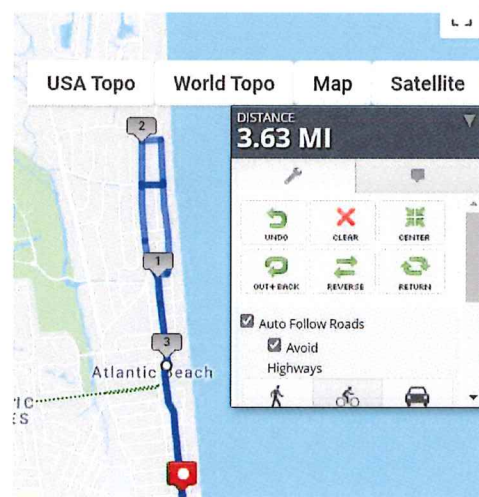


Figure 2, Proposed Addition to Enforcement Route

The above images show approximations of the existing enforcement route and the proposed addition, respectively, as mapped from the northeast boundary of the current route. Adding 19th Street increases our total distance traveled in the span of one complete circuit by over 100%, as the entire Town Center route can usually be completed in 2.5 miles or less. We believe we have the resources to add this to our program, and our parking ambassadors are excited about the prospect of a beautiful drive.

We anticipate some adjustments to our procedures and costs, including the following:

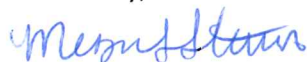
- **Vehicle wear and tear:** While our current BTC enforcement route has many more parking spaces, pay stations, and guests to attend to, the proposed new areas are about 1.7 miles (one way) from the Beaches Town Center. As we will be driving this route many times a day on Friday, Saturday, and Sunday, the wear and tear on our Polaris vehicle will necessitate more frequent maintenance visits as we clock more miles. We expect that this may also shift our repair or replacement schedule for service items (tires, brakes, etc.). Lastly, the increase in miles covered also needs to be considered in the expected life of our enforcement vehicle and its yearly depreciation.
- **Liability:** Because the safety of our staff, residents, and guests is of utmost priority, liability is a critical consideration for our program. Based on this proposed route, enforcement staff will be driving farther and longer. They will also now need to travel on Seminole Road, which has faster-moving traffic than the Town Center areas. 18th and 19th Streets are located in more isolated areas the Beaches Town Center parking zones. If help or backup is needed, we will no longer be on the same block as a police department HQ and senior staff members. In short, we will have more guests spread out over a larger area. The insurance policies on our vehicle, our pay machines, and our general liability will need to be adjusted.
- **Staffing:** Our parking program adjusts staffing levels and shifts to meet guest and enforcement needs based upon how busy we are as well as seasonal factors like weather, holidays, special events, and so on. As the new “leg” of the circuit will move parking ambassadors away from the main Town Center area throughout the day, we anticipate hiring more employees, especially for busy summer weekends.

The route change also expands the roles of existing staff in the following areas:

1. Plate scanning and enforcement;
 2. Front-end customer service, (e.g. assisting folks at the machines during operating hours)
 3. Back-end customer service, (e.g. taking payments, troubleshooting, enforcement procedures for outstanding tickets)
 4. Maintenance call outs for kiosk outages
 5. Training new and existing employees
- **Administration:** Maintaining a database of resident permits has been a part of operations from the parking program’s inception. We expect that more residents will want to utilize the AB resident parking program to visit the beach accesses, which will increase staff time spent on processing applications and managing digital permits.

In summary, our team looks forward to continuing to provide our residents, visitors, and businesses with positive parking solutions. Our combined Town Center area offers a unique opportunity for collaboration between our sister cities. In that spirit, it is our hope that this report helps to clarify the changes we are preparing for regarding 18th and 19th Street parking.

Sincerely,



Megan S. Steward, M.A.
Mobility Management Director

In Public Service



Stefan A. B. Wynn, M.P.A.
City Manager



Development Agreement – 540-580 Atlantic Blvd.

City Manager Coordination Meeting #4 June 7, 2021 – 2:00 pm

Scheduled Participants

City of Neptune Beach, FL Scheduled Participants

Mr. Stefen Wynn, City Manager
Ms. Kristina Wright, Community Development Director
Ms. Piper Turner, Code Compliance Supervisor
Mr. Jim French, Director of Public Works

Property Owner, Scheduled Participants

Mr. Andrew Greene, Vice President, TLM Realty Corp.
Mr. Noah Marks, Associate, ELM
Mr. Michael Schiebe, Landscape Architect, ELM
Mr. Wade P. Olszewski, Sr. Vice President/Associate, CPH Corp.

Meeting Agenda

1. City Manager Item for Discussion – Rear Drainage Swale Improvements
2. Developer Item for Discussion – Proposed VE Revisions
 - a. DD Value Engineering Cost Reduction Strategies (attached)
 - b. DD VE Proposed Architectural Model Views Before/After (attached)
 - c. Revised Civil Drawing (attached)
3. Schedule Review – Demolition Permit Submittal and Construction Permit Submittal
4. Adjourn

DD Value Engineering Cost Reduction Strategies – ELM
May 12, 2021

Hardscape

1. Remove Entry Column and adjacent roadway pavers/concrete band.
 - a. Remove entry median at Atlantic Blvd. if desired by client/Civil Engineer.
2. Remove three (3) concrete seat walls along Atlantic Blvd. and round out berm.
3. Remove clay brick paver field along Atlantic Blvd. and replace with concrete pad for future bus stop.
4. Remove all square Tree Grates and replace with planter area filled with river rock (size and color of rock TBD). Retain four (4) circular tree grates in Shops courtyard space.
5. Remove integrated Ipe wood seat bench on all concrete seat walls.
6. Remove two concrete seat walls at north entrance to Shops courtyard space.
7. All Bistro Tables and Bistro Chairs removed from plans. All benches and litter receptacles to remain.
8. Note: Pipe bollards should be part of Publix contractor scope (not Benchmark) since they are a required and specified Publix item.

Site

9. Remove furthest-south parking row behind Publix.

Landscape

10. Remove one (1) Drake Elm (UD4) at first parking lot aisle entrance off of entry drive (not required per City-approved plan).
11. Remove three (3) Drake Elms (UD4) and shrub hedge/interior island landscape material along rear parking row behind Publix due to the removal of this parking row from the plans.

Architecture

12. Reduce new parapet heights to match existing to reduce new framing sheathing and stucco.
13. Lower height of arcade volume to 16'-0" to reduce new framing, sheathing and prodema.
14. Remove majority of prefinished metal canopies except for select areas requiring cover or architectural emphasis.
15. Reduce size of prefinished metal louvers.
16. Remove wood feature beams.

Electrical

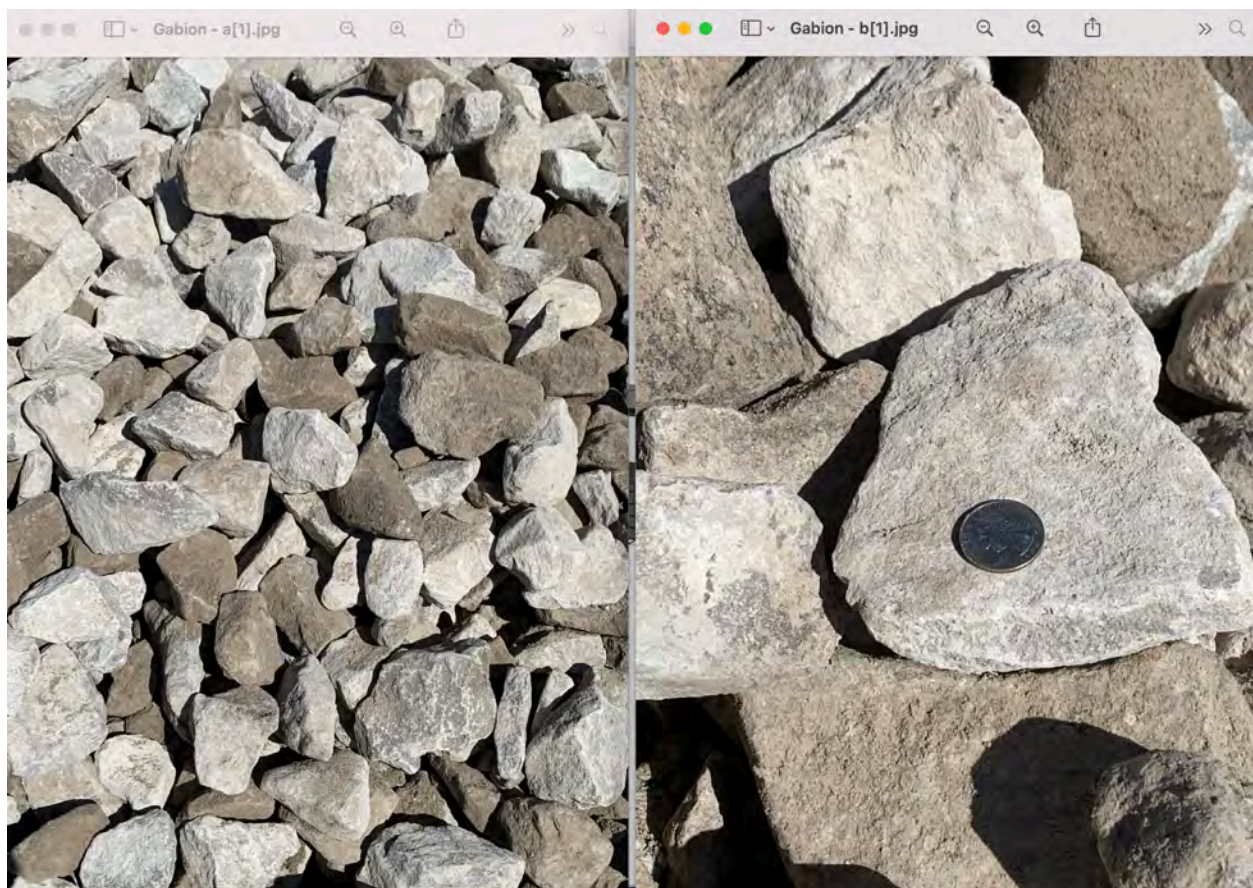
17. Remove various tree uplights around the site to minimize decorative lighting scope.
18. Remove all step lights integrated into concrete seat walls (including conduit).
19. Remove various power outlet bollards around the site.
20. Remove wall-mounted building lighting on side of rear of Publix (these lights are now part of Publix contractor scope).
21. To provide additional parking lot lighting per discussion with Publix, provide two (2) additional parking lot poles in Publix parking lot. Final location of new poles TBD.

Rear Drainage Swale Improvements – 540-580 Atlantic

Proposed Rip Rap Specification for 3' Weed Control Border

Gabion rip rap

- Limestone material (angular stone, light grey/tan color)
- Approximate size range: 4" to 10" (some references give an example range of "softball size to football size"). Median size is probably 6" diameter.
- These are commonly put into gabion stone cages or as a bottom layer to some larger rip rap jobs. See attached photos.
- Appropriate compromise between balance of access vs. maintenance. Not easy to walk on but still provides a suitable surface for maintenance access a few times a year.



Weed/Landscape Trimming

The photo of the south side of the swale below depicts a mix of mature trees, low weeds/vines, and difficult to identify medium sized vegetation covered in vines (some palm are visible).

Landscape Architect will coordinate on-site with landscape contractor to preserve all trees (Blue shaded areas in photo example below), remove vines and weedy material from shrubs/low trees while preserving those shrubs/low trees (yellow shaded areas), and remove all low-

growing weedy material (red shaded areas). A 3' gabion rip rap border will be installed on the south edge of the swale control weed growth as requested by Council and depicted in Development Agreement. Keep in mind also that new screening landscape will be planted on north edge of swale as depicted in landscape plan to Development Agreement.



The items below represent the proposed revisions that deviate from the improvements depicted in the Development Agreement. Not all deviations are for value engineering purposes, some deviations are improvements which are proposed to implemented once new tenants identified, and items 5 and possibly 9 are positive changes to existing exhibits. Reference these items below as numbered on the attached

 Value Engineering Revision Proposal

 Future Tenant Need Revision Proposal

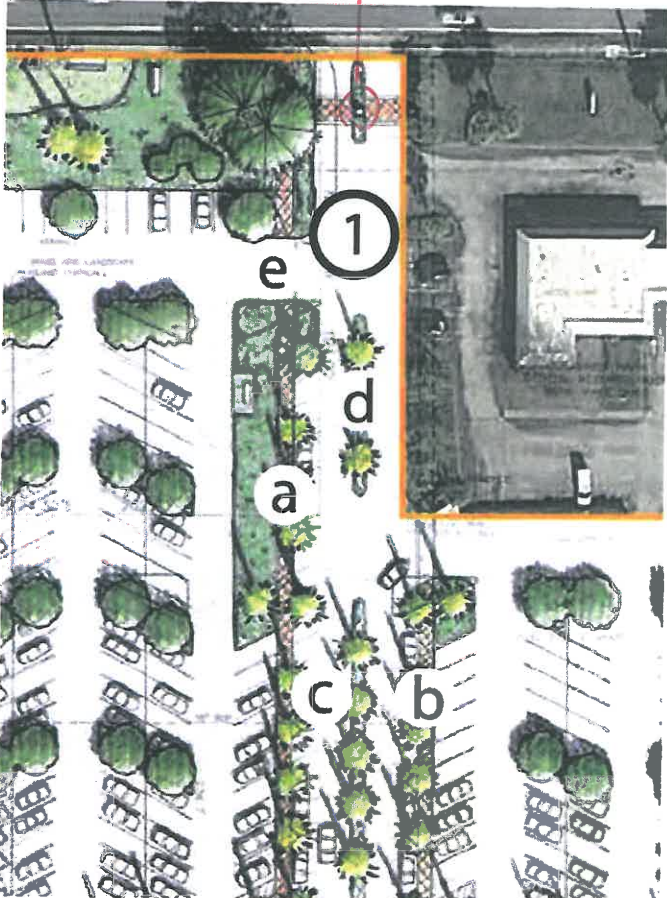
 Other Revision Proposal

ITEM	EXHIBIT REFERENCE	TITLE	DESCRIPTION
0	Site Plan	Entry Column	Proposal to remove entry column and adjacent paver band. Entry column not described in Exhibit B text or shown in renderings, but is depicted on site plan.
1	3(b)	Front Landscape Seat Walls	Proposal to remove the 3 sections of concrete seat walls that are used to accent the landscape berms to "introduce hardscape design elements from plaza design". Unlike in plaza area, the seat walls here do not serve a functional purpose (a separate bench is provided for the bus stop) but rather were used for aesthetic purposes. In addition, the brick pavers used under the bus stop are replaced with a concrete pad, and the size of the paved area is reduced as the landscape berm is extended closer to street.
2	4(d)	Outdoor Seating Fixtures	Outdoor seating at the property is likely to be provided by several parties. Publix is providing their standard furniture for their plaza area (as depicted in Special Exception) and it is anticipated that future tenants will specific their own outdoor furniture to meet their needs/standards, i.e. outdoor seating for a restaurant. Proposal was to limit Developer's outdoor furnishings to 6 benches and litter receptacles, as we anticipate at least one restaurant in the courtyard space.
3	6(b)	Metal Canopies	ELM has proposed a revision to the architectural design of the façade to retain metal canopies where functional (rain covering) or necessary for architectural emphasis, but to remove other areas of metal canopies.
4	6(c)	Courtyard Trellis	Proposal to postpone final configuration/design of courtyard trellis/covering until tenant leasing is resolved.
5	8(d)	Excess Parking	Existing shopping center parking is 354 spaces, while City Code requires a minimum of 183 and maximum of 213. In negotiation of Dev. Agreement, Publix sought to retain parking, with the new islands and plaza reducing spaces to approximately 290 spaces, reducing the non-conformity that exists. As design advanced, requirements for truck loading, side generator placement reduced parking count further. In addition, Publix requested change to 9.5' wide parking, from the existing 9' parking to increase customer experience. The change to 9.5' spaces did not increase pavement area or reduce pervious surface but is accomplished through striping changes. The dimension change also reduces the existing non-conformity with respect to CONB code on parking space dimension. Publix has agreed to accept the 270 parking count. Additional spaces could be added to rear (these spaces are not shown on the Development Agreement-approved Site Plan), but that change will reduce pervious surface and landscape area on site and create what Publix deems as unnecessary parking.
6	Schematic Hardscape & Materiality	Seat Walls at Courtyard Entrance	Remove two concrete seat walls at north entrance to Shops courtyard space to provide greater flexibility for tenant outdoor seating configuration in future courtyard
7	Revised Elevation	Existing Joists	Revise architectural design to retain existing canopy joists/roof and finish with new stucco, as opposed to demolishing the canopy joists/roof and putting back metal canopy.
8	Revised Elevation	East Transition to Kmart	Revised elevation calls for the removal of existing parapet and canopy at far east end to expose existing fluted CMU wall and new infill wall above (Kmart area is behind this wall). Proposal instead is to maintain the existing parapet and canopy and refinish in white stucco.
9	Plaza Rendering	Wood Bench in Seat Wall	Remove the wood bench shown on rendering attached to seat wall. Bench function is duplicative to the seat wall, which is also sized to be used as a seat.
10	Revised Elevation	Parapet Heights	Trim heights of parapets in multiple areas to align with the existing parapet heights.


EXHIBIT B

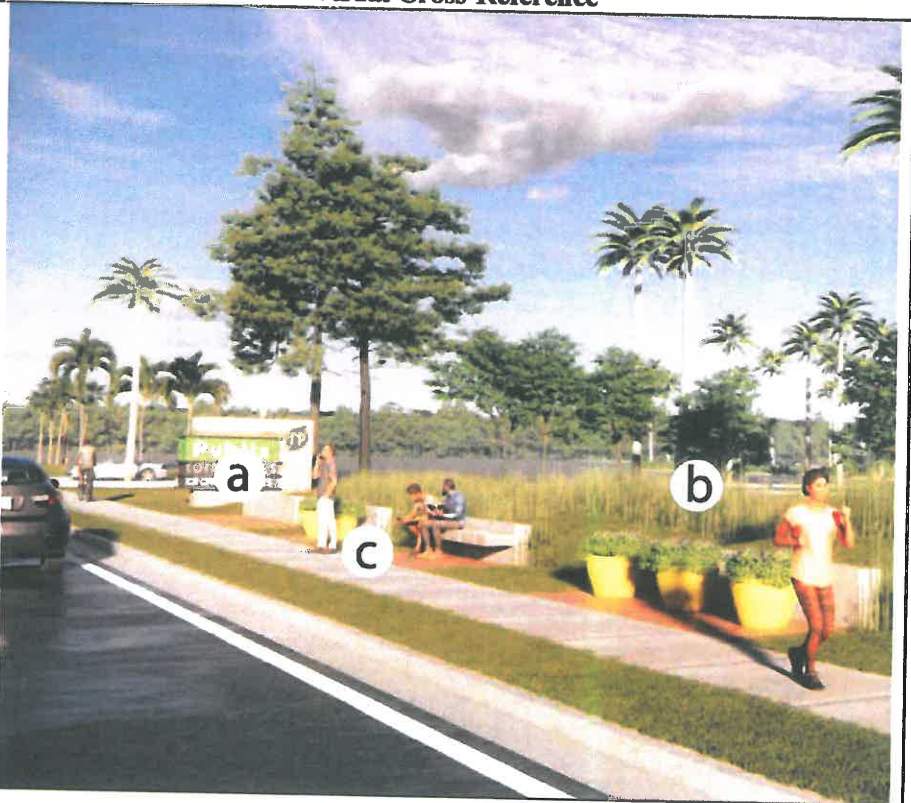
The Improvements

① REMOVE ENTRY COLUMN


Description	Visual Cross-Reference
<p>1. New grand-entrance arrival street (at existing full-access entrance opposite Sylvan Drive):</p> <p>(a) Approximately 360 linear feet of new sidewalk will be constructed to connect existing public sidewalk on Atlantic Blvd. to shops on west side of entry drive.</p> <p>(b) Approximately 160 linear feet of new sidewalk will be constructed on east side of entry drive, from the shops to the property line of the 560 Atlantic Blvd. (Ameris Bank), which is not owned by Developer and there is no requirement for the Developer to construct improvements on the 560 Atlantic Blvd. property.</p> <p>(c) On-street parallel parking.</p> <p>(d) Center, landscaped median</p> <p>(e) Extension of private water and sewer utility lines in preparation for the possible future development of an outparcel building.</p> <p>(f) Sidewalks and median to be landscaped per the Landscape Plan.</p> <p>(g) All landscaped areas will be irrigated and maintained.</p> <p>(h) New paving, curbing, and sidewalks (in all areas) will meet or exceed quality standards and requirements of all Codes and Regulations including those within The Florida DOT Design Manual (the "Green Book").</p> <p>(i) Lane width of 12' in each direction will be provided.</p>	


* FULL MEDIAN REMAINS IN PLANS, FOOT RAISED CONCERN ABOUT 30' SECTION AT FAR NORTH

Description	Visual Cross-Reference
<p>2. Transformation of front drive aisle into "Lemon Street":</p> <p>(a) The existing front drive aisle to the property, which is in alignment with Lemon Street in the Beaches Town Center, will be reconfigured across the 540-580 Atlantic Blvd. parcel. The reconfiguration shifts the roadway north and introduce an intentional curve to meet the intersection with the entry drive. These changes serve both to introduce traffic calming to support a pedestrian-friendly environment and create space to create the new arrival pedestrian plaza. Lane width of 12' in each direction (24' total width) will be provided.</p> <p>(b) A tabletop, an area of raised roadbed constructed with concrete and pavers, will be constructed along portions of Lemon Street near Publix and the pedestrian plaza. The tabletop is a traffic calming feature which also serves to support a flush curb which is a pedestrian and cart-friendly feature.</p>	


Description	Visual Cross-Reference
<p>3. New entry monument sign and enhanced landscape along Atlantic Blvd. frontage:</p> <ul style="list-style-type: none"> ✓ a) The existing monument signs will be replaced with a new monument sign featuring "Beaches Modern" design to replicate architectural renovations. Signage is subject to permits and requirements of Chapter 27, Article XV of the Code. ① b) Enhanced landscape, depicted in the Landscape Plan, with an emphasis on native landscaping and retaining existing healthy, mature pine and other trees while <u>introducing hardscape design elements from plaza design.</u> ✓ c) JTA bus stop, if active, will be enhanced with new bench and trash receptable. 	

① PROPOSAL TO REMOVE CONCRETE SEAT WALLS (3) CONSTRUCTING ALONG ATLANTIC, WOULD RETAIN BUS STOP BENCH AND PAO


Description	Visual Cross-Reference
<p>4. New arrival pedestrian plaza:</p> <p>✓ a) A new pedestrian plaza will be created by curving Lemon Street north. The plaza, roughly in the shape of a lemon wedge, measures approximately 160' across (east-west) by 48' deep measured from the building edge to the curb line at the outermost edge of the curve, which is centered on the entry drive. The depth tapers to about 30' on the edge of the plaza where the plaza transitions into the expanded Front Walks.</p> <p>✓ b) Prominent "Lemonade" sculpture and water feature in center of plaza, situated to be visible from the new entry street and lemon street. Water feature creates pleasant sound for pedestrians and those enjoying the plaza.</p> <p>c) Pedestrian plaza features a mix of landscaped and hardscape areas. Surfacing is a diamond-pattern scored concrete, reminiscent of fish scales. Running through this pattern are long, wave-like lines in a contrasting color. These surfaces will be interspersed with areas of wood-like decking reminiscent of a boardwalk.</p>	

Description (Continued)	Visual Cross-Reference
<p>② d) Outdoor seating will be interspersed throughout pedestrian plaza with a combination of formalized seating areas operated by tenants and dispersed <u>communal seating areas</u>. A combination of seating types is envisioned including various-sized tables and chairs, benches, and "Adirondack" style lounge chairs. Canopies, the trellis, and umbrellas will offer shaded seating. (Outdoor seating/dining is a use by special exception within the C-3 zoning district and this use will be subject to City Council approval of Developer's application(s) for Special Exception)</p> <p>✓ e) Outdoor power outlets will be installed on building wall and seat walls adjacent to seating to provide power for laptop and phone charging.</p> <p>✓ f) Free public WiFi will be installed to serve the plaza area.</p> <p>✓ g) Art reflecting the local Beaches community will be featured in the wall space behind the plaza (e.g., vintage photographs of Neptune Beach, work by local artists, coastal-themed mosaic etc.)</p> <p>✓ h) Pedestrian-scaled light fixture will serve the plaza area. In addition, power will be installed for decorative and seasonal lighting, including holiday palm tree lighting.</p>	

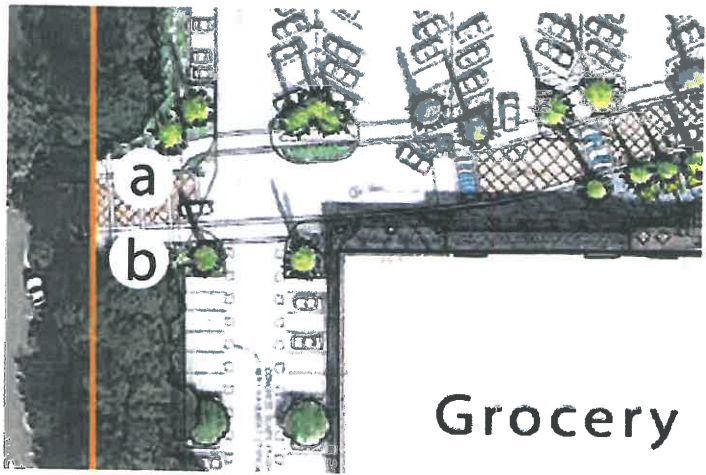
② PUBLIC SEATING PROVIDED BY PUBLIC. DEVELOPER TO INSTALL #6 BENCHES ALONG STOPS, COURTYARD SEATING. ADDITION SEATING IN COURTYARD TO BE PROVIDED ONCE ADJACENT SPACES HAVE BEEN LEASED BASED ON FUTURE TENANT NEEDS (AND SPECIAL EXCEPTION APPROVAL). IN ADDITION, PLAZA FEATURES NUMEROUS SEAT WALLS AT 24" SUITABLE FOR SEATING.

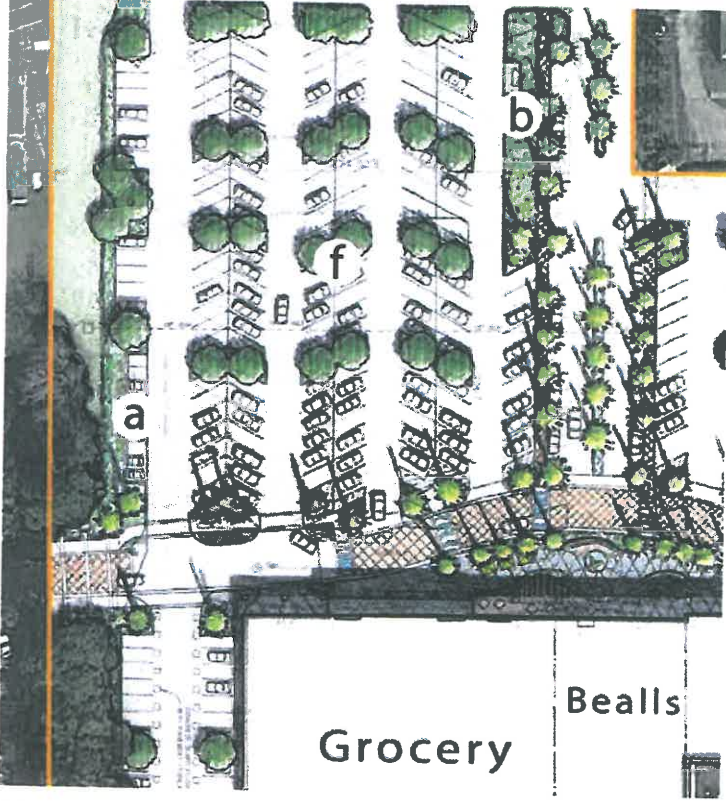
Description	Visual Cross-Reference
<p>5. Transformation of Front Walk along all retail spaces and New Courtyard:</p> <p>(a) Extending to the east and west from the new arrival plaza, the front walk has been enlarged along the entire front of the retail space to provide for additional space. The minimum expansion of the walk is 8 feet, excepting the far western area west of the of the Publix entrance where the sidewalk expansion tapers gradually from 8' to 0' to permit Lemon Street to align with the proposed vehicular connection.</p> <p>(b) Additional front walk space creates room for landscape areas, outdoor seating and furnishings.</p> <p>(c) New outdoor courtyard will be created by deconstructing a portion of the existing in-line retail building to create an outdoor amenity with planting and an outdoor seating/dining area to support future tenants (e.g, restaurant, café, coffee shops). The size of the courtyard will be approximately 30 feet deep by 32 to 40 feet wide. The exact width will be dependent on the courtyard location.</p> <p>(d) If the in-line retail building is leased to restaurants that seek outdoor seating/dining for restaurant use, the Developer and/or tenants will apply for Special Exception for outdoor seating/dining for restaurant use and this use will be subject to City Council approval. The courtyard feature will also improve the massing and interest of the in-line store architecture.</p> <p>(e) A minimum of 20 bicycle parking spaces will be provided in convenient locations throughout the front walk area and pedestrian plaza, with an emphasis on creative and visible bicycle rack design and placement.</p>	

SEE ITEM (2)

Description	Visual Cross-Reference
<p>6. Renovated Beaches Modern façade:</p> <p>✓ (a) Façade of all retail stores will be renovated with a "Beaches Modern" style with emphasis on white painted EIFS and wood textures.</p> <p>(b) Creation of new <u>metal canopies</u> and architectural detailing on Public façade and in-line retail spaces.</p> <p>(c) Signature trellis to be installed over the new plaza area with exposed "surfboard" structure.</p>	

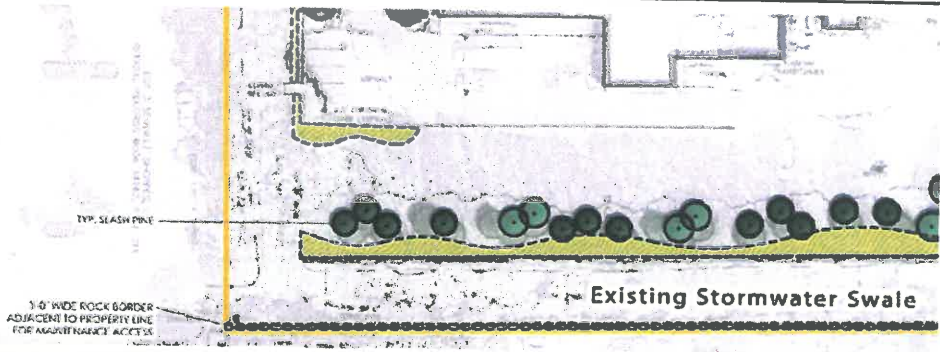
- ③ REMOVE MAJORITY OF METAL CANOPIES EXCEPT FOR AREAS WHERE PLANNING COULD OR ARCHITECTURAL EMPHASIS.
- ④ POST SOME FINAL CONFIGURATION OF THIS TRELLIS (AND RELATED SIGN CANOPY) UNTIL TENANT LEASING RESOLVED.

Description	Visual Cross-Reference
<p>7. Western Vehicular Connection:</p> <p>✓ (a) A 24' wide driveway (12' lane width in each direction) will be constructed extending "Lemon Street" west across the ditch and to the property line shared with 630 Atlantic Blvd. (Seminole Shoppes, which is not owned by Developer) to connect to a driveway previously constructed on 630 Atlantic Blvd. There is no requirement for Developer to construct improvements on or maintain the condition of the 630 Atlantic Blvd. property. Legal use of the connector will be subject to permission from owner of 630 Atlantic Blvd.</p> <p>✓ (b) A pedestrian sidewalk will be connected from the retail stores to the western property line. An outdoor bench will be added alongside the sidewalk</p>	 <p data-bbox="1564 706 1816 771">Grocery</p>

Description	Visual Cross-Reference
<p>8. Significant renovation of the existing parking field:</p> <ul style="list-style-type: none"> ✓ (a) Incorporation of approximately 9 golf-cart parking spaces on western edge of parking field with pervious paving surface and available electric power for charging. ✓ (b) Bench seating and signage will be provided for a Beaches Buggy pickup/drop-off area. ✓ (c) Electric vehicle charging station will be installed. (5) (d) Existing automobile parking space count will be reduced from 354 spaces currently to approximately 290 spaces. ✓ (e) New LED-lighting fixtures with new full cut-off heads, poles, and bases will be installed. ✓ (f) Current number of parking lot islands will be more than doubled with construction of approximately 19 new landscaped parking lot islands. Nearly all existing landscape islands will be increased in size. ✓ (g) Significant new irrigated landscape will be installed per the Landscape Plan. ✓ (h) Parking lot maintenance, including mill and repave and striping, of the remaining asphalt surfaces will be performed together with the improvements. 	

EXISTING SPACE COUNT COULD BE INCREASED BY USE OF REAR PARKING AREA, BUT PUBLIC BELIEVES THOSE SPACES ARE NOT REQUIRED AND THIS WOULD LEAD TO INCREASE IN IMPERVIOUS AREA










(5) CURRENT COUNT IS 270 SPACES. COMB MIN. REQUIRED PARKING IS 183 SPACES AND MAX IS 213, SO PARKING COUNT REMAINS NON-CONFORMING BUT NON-CONFORMITY IS REDUCED. EXISTING CENTER HAS 9' WIDE PARKING SPACES. SPACES IN FRONT OF PUBLICX HAVE BEEN INCREASED TO 9.5', CODE CALLS FOR 10' SPACES, SO AGAIN SPACE DIMENSIONS REMAIN NON-CONFORMING, BUT NON-CONFORMITY IS REDUCED. CONT.

Description	Visual Cross-Reference
<p>9. Additional rear tree planting for screening purposes:</p> <p>★ (a) A line of trees will be planted on the north edge of the rear stormwater ditch to provide additional screening for adjacent residential area. See Landscape Plan for details.</p>	 <p>The diagram is a landscape plan showing a residential area. A line of trees is planted along the north edge of a rear stormwater ditch. The trees are represented by black circles with green centers. The ditch is a yellow line. A rock border is shown as a dashed line. Labels include 'TYP. SLASH PINE' pointing to the trees, '1/4" WIDE ROCK BORDER ADJACENT TO PROPERTY LINE FOR MAINTENANCE ACCESS' pointing to the dashed line, and 'Existing Stormwater Swale' pointing to the ditch.</p>

★ FURTHER SPECIFICATIONS ON ROCK BORDER FORTHCOMING AT CITY MANAGER'S REQUEST.

Landscape Plan – Plant Material

Trees

CANOPY TREES	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	QUANTITY
	EXISTING TREES	EXISTING TREES	TREES TO BE PRESERVED	
	PINUS ELLIOTTI	SLASH PINE	10' - 12' HEIGHT, 2.5' - 3.5' SPREAD, 4" CAL.	17
	QUERCUS VIRGINIANA	SOUTHERN LIVE OAK	10' - 15' HEIGHT, 4.5' - 6' SPREAD, 4" CAL.	9
	TAXODIUM DISTICHUM	BALD CYPRESS	6' - 12' HEIGHT, 2.33' - 4' SPREAD, 4" CAL. MIN.	10
	ULMUS PARVIFOLIA "DRAKE"	DRAKE ELM	9' - 12' HEIGHT, 4.5' - 6' SPREAD MIN., 4" CAL.	55
PALM TREES	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	QUANTITY
	PHOENIX SYLVESTRIS	WILD DATE PALM	14' C.T., B&B, DIAMOND CUT, REGENERATED	8
	SABAL PALMETTO	CABBAGE PALMETTO	8' - 12' CT, B&B, SUCK	12
	WASHINGTONIA ROBUSTA	MEXICAN FAN PALM	12' CT, B&B, STRAIGHT TRUNK	54
UNDERSTORY TREES	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	QUANTITY
	LIGUSTRUM JAPONICUM	TREE LIGUSTRUM	9'-10' HEIGHT, 9'-10" SPREAD, B&B, MT., MIN. 3 TRUNKS, TREE FORM	3

The tree and plant species, specifications, and locations depicted on the Landscape Plan and Plant Material Schedules govern the Improvements and supersede all other depictions.

Landscape Plan – Plant Material

Shrubs and Ground Cover

TYPICAL ATLANTIC BOULEVARD & PERIMETER				+/- 15,696 SF
SHRUB & G.C. AREAS	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	
	MUHLENBERGIA CAPILLARIS	PINK MUHLY	10' - 16" HEIGHT, 10' - 16" SPREAD, 1 GAL., FULL, 36" O.C.	
	PODOCARPUS MACROPHYLLUS 'PRINGLES'	PRINGLES PINE	14' - 16" HEIGHT, 14' - 6" SPREAD, 3 GAL., FULL, 24" O.C.	
	SPARTINA BAKERI	SAND CORD GRASS	10' - 16" HEIGHT, 10' - 16" SPREAD, 1 GAL., FULL, 42" O.C.	
	ZAMIA PUMILA	COONTIE	14' - 16" HEIGHT, 14' - 16" SPREAD, 3 GAL., FULL, 30" O.C.	
	VIBURNUM OBOVATUM 'MRS SHILLERS DELIGHT'	MRS SHILLERS DELIGHT VIBURNUM	14' - 18" HEIGHT, 14' - 16" SPREAD, 3 GAL., FULL, 30" O.C.	
	CRINUM ASIATICUM	CRINUM LILY	36" HEIGHT, 36" SPREAD, SINGLE SPECIMEN PER POT, 15 GAL., 48" O.C.	
	SERENOA REPENS	SAW PALMETTO	14' - 16" HEIGHT, 14' - 16" SPREAD, 7 GAL., FULL, 48" O.C.	
TYPICAL ENTRY BOULEVARD & PLAZA				+/- 7,149 SF
SHRUB & G.C. AREAS	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	
	NEOMARICA CAERULEA 'REGINA'	GIANT APOSTLE'S IRIS	16' - 18" HEIGHT, 16" SPREAD, 3 GAL., FULL, 36" O.C.	
	PODOCARPUS MACROPHYLLUS 'PRINGLES'	PRINGLES PINE	14' - 16" HEIGHT, 14' - 6" SPREAD, 3 GAL., FULL, 24" O.C.	
	NERIUM OLEANDER 'DWARF'	DWARF OLEANDER	20" HEIGHT, 18" - 20" SPREAD, 3 GAL., FULL, 36" O.C.	
	ZAMIA PUMILA	COONTIE	14' - 16" HEIGHT, 14' - 16" SPREAD, 3 GAL., FULL, 30" O.C.	
	VIBURNUM OBOVATUM 'MRS SHILLERS DELIGHT'	MRS SHILLERS DELIGHT VIBURNUM	14' - 18" HEIGHT, 14' - 16" SPREAD, 3 GAL., FULL, 30" O.C.	
	SERENOA REPENS	SAW PALMETTO	14' - 16" HEIGHT, 14' - 16" SPREAD, 7 GAL., FULL, 48" O.C.	
	STREITZIA REGINAE	ORANGE BIRD OF PARADISE	20" HEIGHT, 18" - 20" SPREAD, 3 GAL., FULL, 36" O.C.	
TYPICAL INTERIOR VIA ISLAND				+/- 4,573 SF
SHRUB & G.C. AREAS	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	
	ILEX VOMITORIA 'SCHILLINGS DWARF'	DWARF SCHILLINGS HOLLY	12' - 16" HEIGHT, 12' - 16" SPREAD, 3 GAL., FULL, 30" O.C.	
	LIROPE MUSCARI	LILY TURF	12" HEIGHT AND SPREAD, FULL, 1 GAL., 18" O.C.	
	DIETES IRIDIODES	AFRICAN IRIS	16" - 18" HEIGHT, 16" SPREAD, 3 GAL., FULL, 30" O.C.	
TYPICAL TERMINAL VIA ISLAND				+/- 4,579 SF
SHRUB & G.C. AREAS	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	
	PITISPORUM TOBIRA	GREEN PITISPORUM	14' - 18" HEIGHT, 14' - 16" SPREAD, 3 GAL., FULL, 36" O.C.	
	ROSA MEIMROTE	APRICOT DRIFT ROSE DOUBLE	16' - 18" HEIGHT, 16" SPREAD, 3 GAL., FULL, 36" O.C.	
TYPICAL RESIDENTIAL BUFFER				+/- 6,908 SF
SHRUB & G.C. AREAS	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	
	MYRTICA CERIFERA	WAX MYRTLE	20' - 24" HEIGHT, 20' - 24" SPREAD, 3 GAL., FULL, 48" O.C.	
	TRIPSACUM DACTYLOIDES	FAKAHATCHEE GRASS	14' - 18" HEIGHT, 14' - 18" SPREAD, 1 GAL., FULL, 48" O.C.	
TYPICAL SOO				+/- 11,184 SF
SHRUB & G.C. AREAS	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	
	ZOYSIA SPP.	ZOYSIA GRASS		

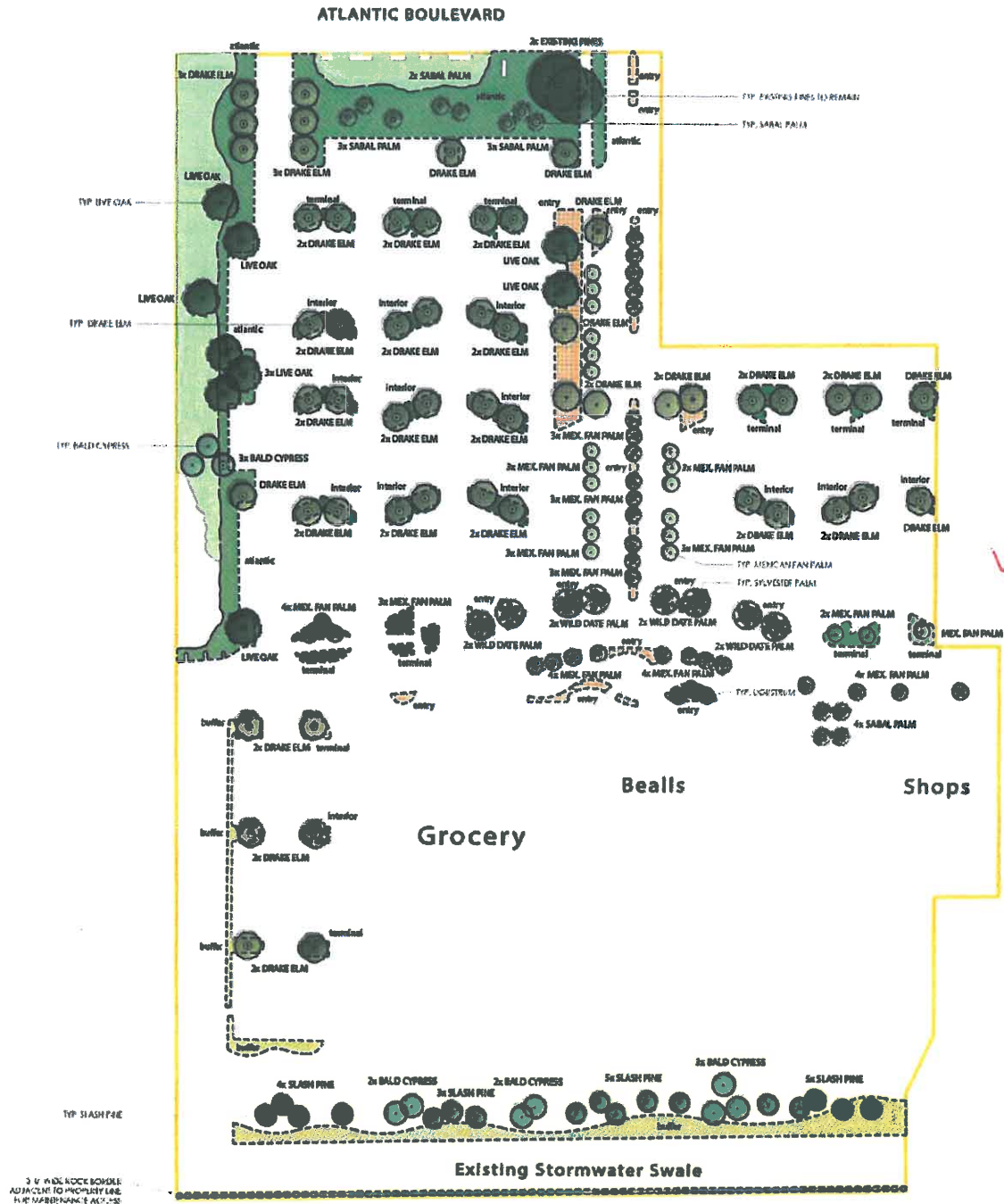
The tree and plant species, specifications, and locations depicted on the Landscape Plan and Plant Material Schedules govern the Improvements and supersede all other depictions.

Landscape Plan



The tree and plant species, specifications, and locations depicted on the Landscape Plan and Plant Material Schedules govern the Improvements and supersede all other depictions.

Landscape Plan (with labels)

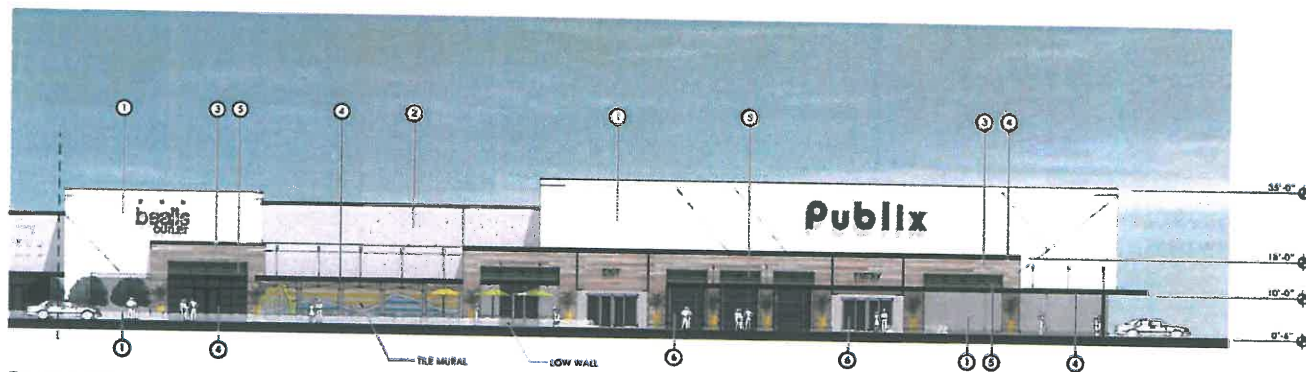
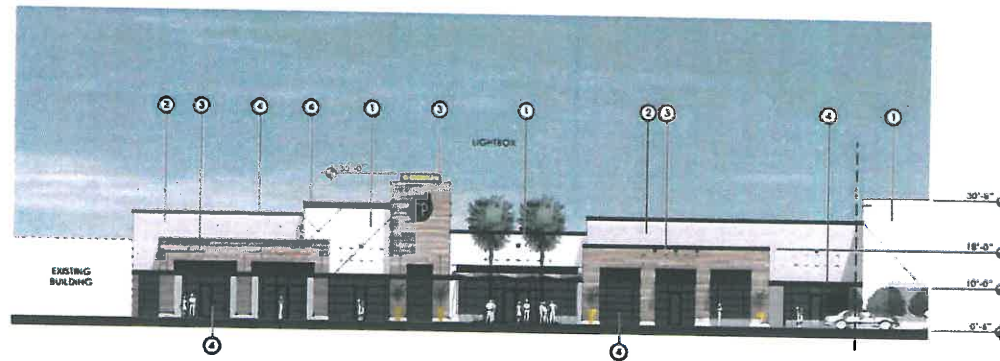


The tree and plant species, specifications, and locations depicted on the Landscape Plan and Plant Material Schedules govern the Improvements and supersede all other depictions.

Schematic Elevations & Materiality

Material Legend

- 1. Brick: Common Grade Paint Color "White"
- 2. Brick: Historic Color Paint Coat Color "Gray"
- 3. Composite Wood Panel: Shiplap, Exposed Natural Veneer, Plywood, "White"
- 4. Smoothed Aluminum, Metal Coating: Metal Coating, Exposed Powder Coat Color "Black"
- 5. Metal Segment: Polished Powder Coat Color "Green"
- 6. Public Spaceway (Aluminum): Polished Powder Coat Color "Dark Aluminum"



General Notes:

- 1. Building signage is shown for illustration only and subject to future code requirements. Final materials, signage, colors, and location are subject to permits and requirements of Chapter 21, Article 24.
- 2. Location of services and landscaping at Public Spaceway subject to change pending coordination with signage and other factors.



NEPTUNE PLAZA WEST

TLM REALTY CORP

January 24, 2021

Elevations & Materiality

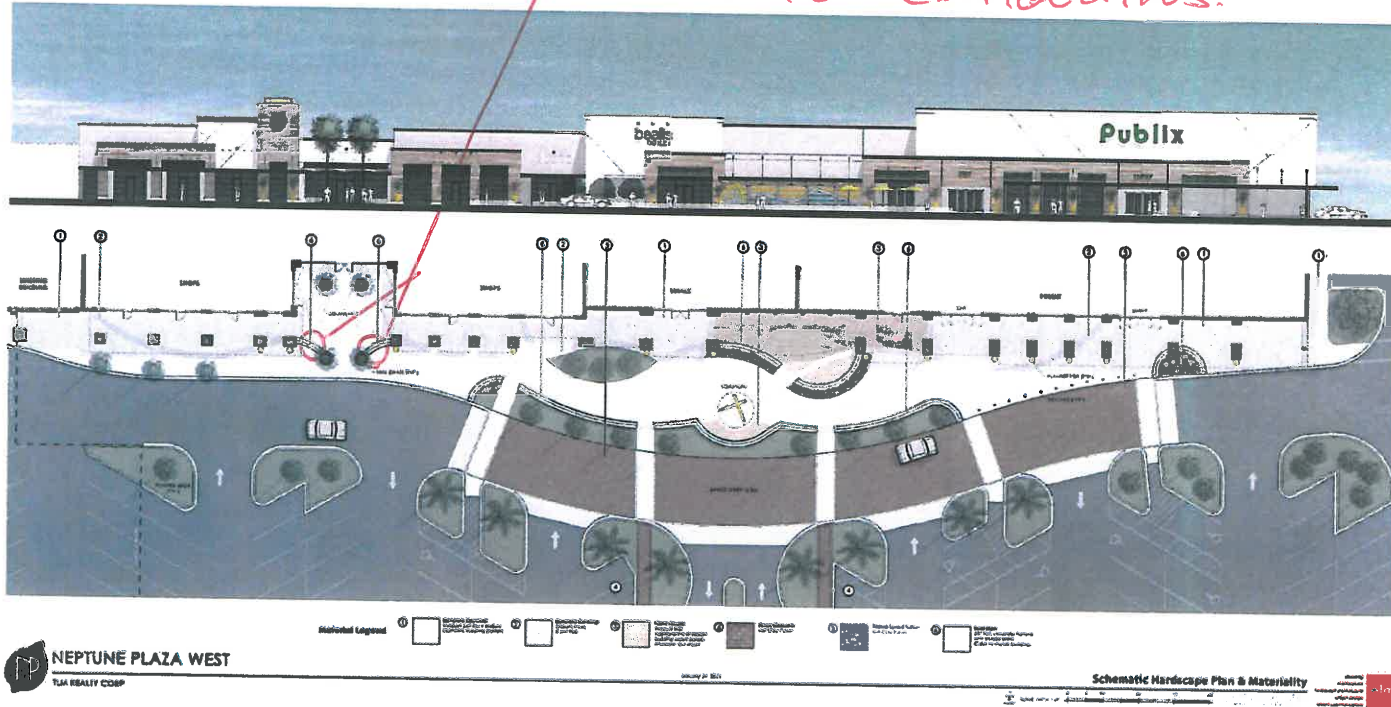
SCALE: 1/4" = 1'-0"



SEE REVISED ELEVATIONS LABEL IN EXHIBIT

Full Size Plan (42" by 30") shall remain on file at the City of Neptune Beach

Schematic Hardscape & Materiality



Full Size Plan (60" by 30") shall remain on file at the City of Neptune Beach

List of Façade Materials

Substrate:

Steel frame structure

Cold-formed metal stud framing

Glass fiber reinforced gypsum sheathing

Fluid applied latex waterproofing membrane

Painted Stucco Finish:

Drainable Cement Plaster system

AND/OR

Drainable EIFS (Exterior Insulation and Finish System)

Wood Rainscreen:

Pressure or composite furrings strips

Tropical Hardwood rainscreen siding (Ipe, or similar)

OR

Galvanized metal furring materials

Wood/Resin composite panel

Canopies:

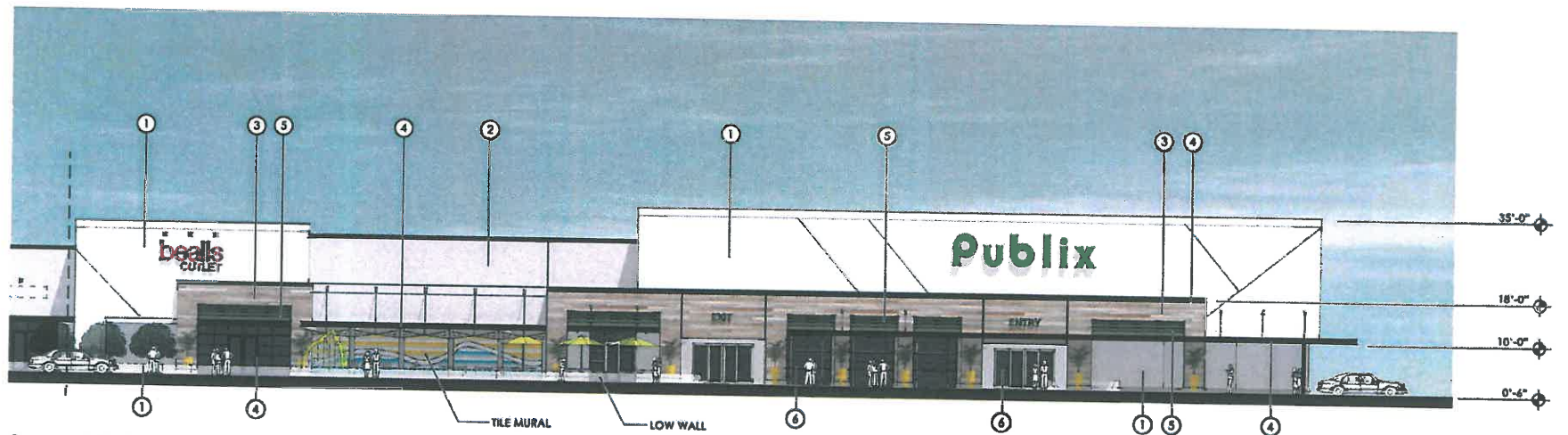
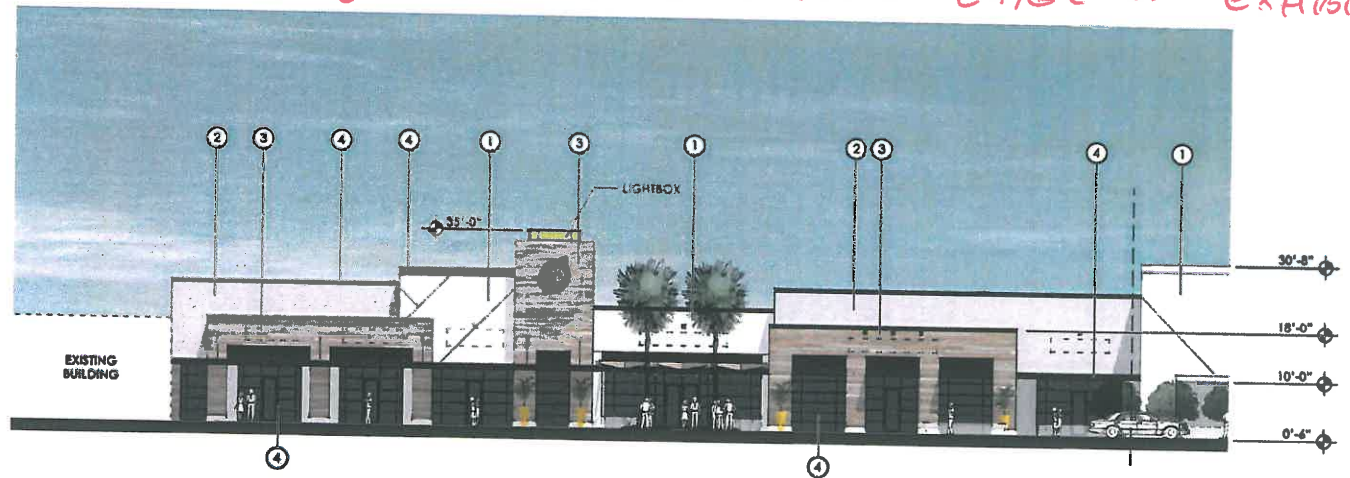
Fluoropolymer (KYNAR) pre- finished and pre-engineered aluminum fabrications

Glue-laminated engineered wood structural elements

SEE REVISED ELEVATIONS LATER IN EXHIBIT

Material Legend

- ① Sheetrock
Interior Grade Paint
Color "White"
- ② Sheetrock
Integral Color Finish Coat
Color "Gray"
- ③ Composite Wood Finish
Rein Coated Natural Veneer
Profile "Tread"
- ④ Masson Aluminum, Metal
Coating, Metal Coating
Factory Powder Coat
Color "Black"
- ⑤ Metal Lapover
Factory Powder Coat
Color "Green"
- ⑥ Public Stainless Aluminum
Factory Finish
Color "Clear Anodized"



General Notes:

1. Building signage is shown for illustration only and subject to tenant specifications. Final materials, branding, colors, sizes, and location are subject to permits and requirements of Chapter 22, Article IV.
2. Location of entries and fenestration of Public facade subject to change pending coordination with interior store layout.



NEPTUNE PLAZA WEST

TLM REALTY CORP

January 29, 2021

Elevations & Materiality

SCALE: 1/8" = 1'-0"



EXHIBIT C

Conceptual Depictions of Improvements

① Remove entry canopy
From MEAW

540-580 Atlantic Blvd

Numbers Correspond
to Items on Exhibit B



C-1



C-2

③ DELETE

③ DELETE

③ KEEP

② PUBLIX
SEATING AREA
REMAINS AS
APPROVED SPECIAL
EXCEPTION

② REMOVE TABLES/
CHAIRS/ UMBRELLAS
OUTSIDE OF PUBLIX
SEATING AREA.





C-4

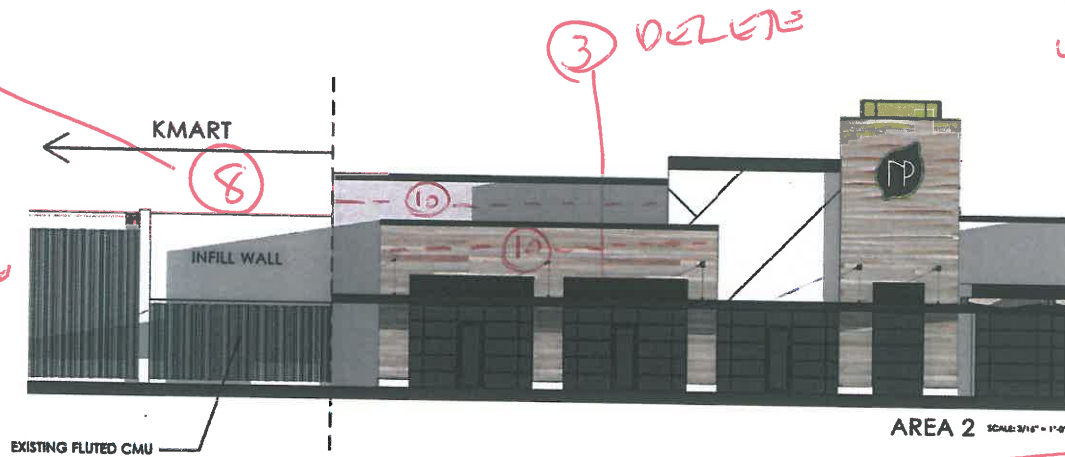
⑥ SEE EARLIER COMMENT

② TENANT-PROVIDED SEATING

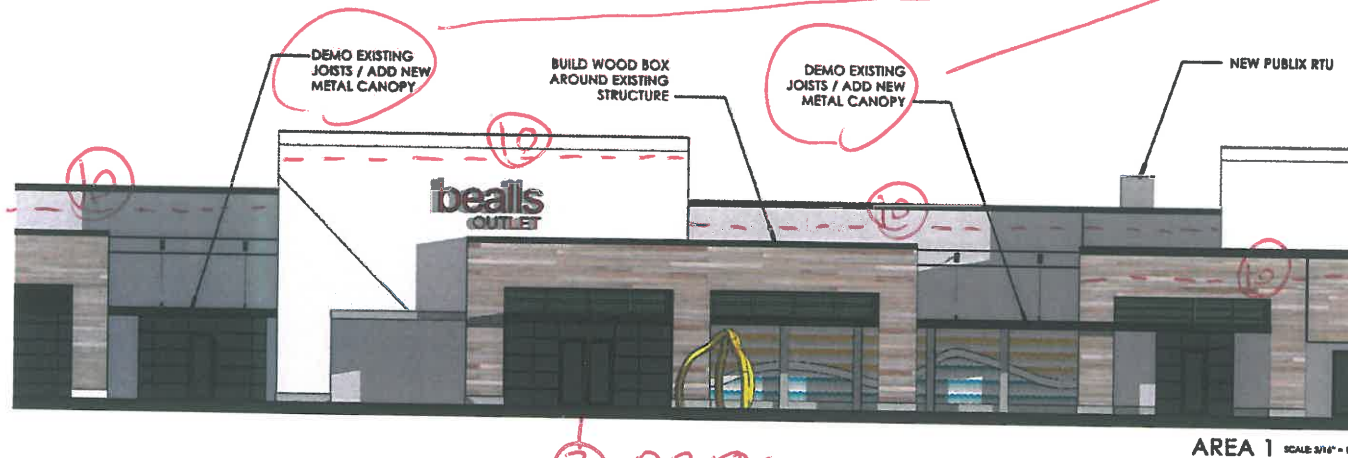


★ NOTE: THE LANDSCAPE DESIGN OF THIS AREA WAS FURTHER IMPROVED POST RENOVATIONS TO INTEGRATE THESE SEAT WALLS INTO THE "DUNE-LIKE" BERMS AND ALSO HAVE WALLS BENDING TO MATCH SEAT WALLS AT PLAZA.

⑧
INSTEAD OF
EXPOSING EXISTING
CMU FLUTED WALL
HERE, KEEP EXISTING
CANOPY IN PLACE
AND REFINISH
NEW WHITE
STUCCO.

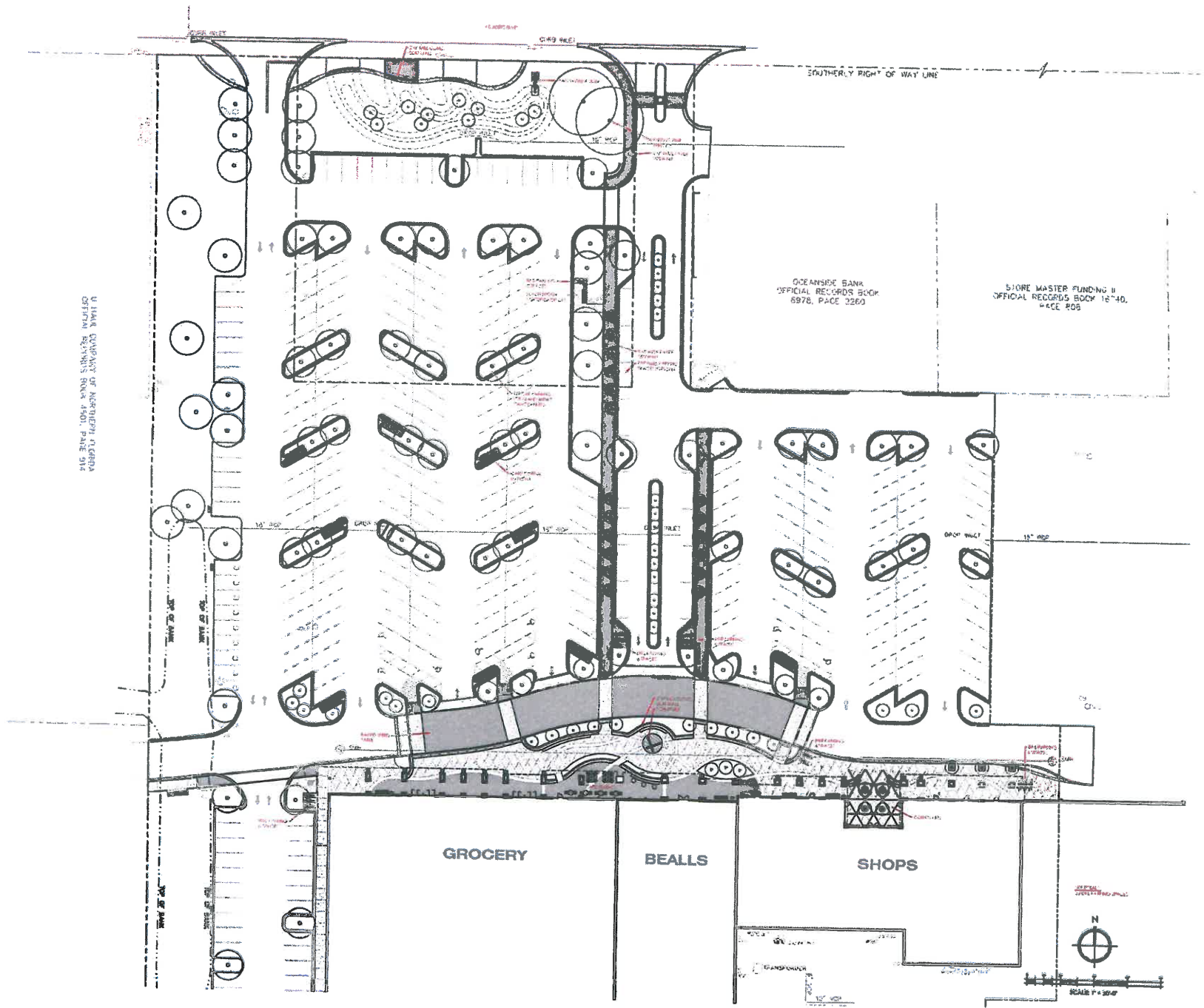


⑩ TRIM HEIGHT OF
PARAPETS TO ALIGN
WITH EXISTING PARAPET
HEIGHTS.



REDESIGNED TO
RETAIN EXISTING
JOISTS AND
RETAIN CANOPY
W/ STUCCO
INSTEAD OF
METAL







L405

From: [Stefen Wynn](#)
To: [Andrew Greene](#)
Cc: [Jim French](#); [Zach Roth](#); [Kristina Wright](#); [Cheryl Bäck](#)
Subject: Proposed VE Changes from 6/7/2021 Meeting
Date: Thursday, June 10, 2021 11:41:00 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
Importance: High

Andrew –

I've discussed the proposed VE changes with my team and we believe that they are significantly different from what's been approved in the Development Agreement. I've also broached the VE changes with Council Members and the feedback that I've received is that the proposed VE Changes are material and significant and violate the conditions set in the Development Agreement. I look forward to seeing the changes that you're currently working on and hope that they would be acceptable to us. Please consider this official notice, within the (10) day window that the City denies the proposed VE changes.

In Public Service,



Stefen Wynn, M.P.A.

Neptune Beach City Manager

Phone: (904) 270-2400; ext. 32

Fax: (904) 270-2526

Email: CM@nbfl.us

116 1st St.

Neptune Beach, FL. 32266

www.ci.neptune-beach.fl.us





CERTIFICATION OF TAXABLE VALUE

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

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

Year : 2021	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	\$	1,012,098,662	(1)
2.	Current year taxable value of personal property for operating purposes	\$	18,008,608	(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>	\$	1,030,107,270	(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.)	\$	4,864,391	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	1,025,242,879	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	967,889,740	(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		6/18/2021 9:09 AM	

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>	\$	3,257,530	(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>	\$	3,257,530	(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>	\$	1,025,242,879	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>	3.1773	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>	\$	3,466,929	(18)

Continued on page 2

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>			\$ 3,257,530	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>			3.1773 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>			\$ 3,272,960	(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>			\$ 3,466,929	(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>			5.93 %	(27)
First public budget hearing		Date : 9/8/2021	Time : 6:01 PM EST	Place : Neptune Beach City Hall, 116 First Street, Neptune Beach, FL 32266	
S I G N H E R E	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

Instructions on page 3

CERTIFICATION OF TAXABLE VALUE INSTRUCTIONS

DR-420
R. 5/12
Page 3

“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.



Reset Form

Print Form

MAXIMUM MILLAGE LEVY CALCULATION FINAL DISCLOSURE

For municipal governments, counties, and special districts

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

Year : 2021		County : DUVAL	
Principal Authority : CITY OF NEPTUNE BEACH		Taxing Authority : CITY OF NEPTUNE BEACH	
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (1)
IF YES, STOP STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.			
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	3.1773	per \$1,000 (2)
3.	Prior year maximum millage rate with a majority vote from 2020 , Form DR-420MM, Line 13	3.3090	per \$1,000 (3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	3.3656	per \$1,000 (4)
If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.			
Adjust rolled-back rate based on prior year majority-vote maximum millage rate			
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$ 0	(5)
6.	Prior year maximum ad valorem proceeds with majority vote (Line 3 multiplied by Line 5 divided by 1,000)	\$ 0	(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$ 0	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)	\$ 0	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$ 0	(9)
10.	Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)	0.0000	per \$1,000 (10)
Calculate maximum millage levy			
11.	Rolled-back rate to be used for maximum millage levy calculation (Enter Line 10 if adjusted or else enter Line 2)	3.1773	per \$1,000 (11)
12.	Adjustment for change in per capita Florida personal income (See Line 12 Instructions)	1.0443	(12)
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)	3.3181	per \$1,000 (13)
14.	Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)	3.6499	per \$1,000 (14)
15.	Current year adopted millage rate	0.0000	per \$1,000 (15)
16.	Minimum vote required to levy adopted millage: (Check one)		
<input checked="" type="checkbox"/>	a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17.		
<input type="checkbox"/>	b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to adopted rate. Enter Line 15 on Line 17.		
<input type="checkbox"/>	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the adopted rate. Enter Line 15 on Line 17.		
<input type="checkbox"/>	d. Referendum: The maximum millage rate is equal to the adopted rate. Enter Line 15 on Line 17.		
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16).	3.3181	per \$1,000 (17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$ 1,030,107,270	(18)

Continued on page 2

Taxing Authority :		DR-420MM R. 5/12 Page 2	
19.	Current year adopted taxes <i>(Line 15 multiplied by Line 18, divided by 1,000).</i>	\$ 0	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000).</i>	\$ 3,417,999	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs		STOP HERE. SIGN AND SUBMIT.	
21.	Enter the current year adopted taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM)</i>	\$ 0	(21)
22.	Total current year adopted taxes <i>(Line 19 plus Line 21).</i>	\$ 0	(22)
Total Maximum Taxes			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM).</i>	\$ 0	(23)
24.	Total taxes at maximum millage rate <i>(Line 20 plus Line 23).</i>	\$ 3,417,999	(24)
Total Maximum Versus Total Taxes Levied			
25.	Are total current year adopted taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	(25)
S I G N H E R E	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

Complete and submit this form to the Department of Revenue with the completed
 DR-487, Certification of Compliance, within 30 days of the final hearing.

**MAXIMUM MILLAGE LEVY CALCULATION
FINAL DISCLOSURE
INSTRUCTIONS**

DR-420MM
R. 5/12
Page 3

General Instructions

Each of the following taxing authorities must complete a DR-420MM.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form calculates the maximum tax levy for 2021 allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

DR-420MM shows the maximum millages and taxes levied based on your adoption vote. Each taxing authority must complete, sign, and submit this form to the Department of Revenue with their completed DR-487, *Certification of Compliance*, within 30 days of their final hearing.

Taxing authorities must also submit DR-487V, *Vote Record for Final Adoption of Millage Levy*. This form certifies to the Department of Revenue the vote on the resolution or ordinance stating the millage rate adopted at the final hearing.

Specific tax year references in this form are updated each year by the Department.

Line Instructions

Lines 5-10

Only taxing authorities that levied a 2020 millage rate less than their maximum majority vote rate must complete these lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for 2020 had been adopted. If these lines are completed, enter the adjusted rate on Line 11.

Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Research to report each year.

Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

Line 16

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

Line 17

Enter the millage rate indicated by the box checked in Line 16. If the adopted millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the adopted millage rate. For a millage requiring more than a majority vote, the adopted millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.

All TRIM forms for taxing authorities are available on our website at
<http://floridarevenue.com/property/Pages/Forms.aspx>



Reset Form

Print Form

MAXIMUM MILLAGE LEVY CALCULATION PRELIMINARY DISCLOSURE

For municipal governments, counties, and special districts


DR-420MM-P

R. 5/12

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

Year: 2021		County: DUVAL	
Principal Authority: CITY OF NEPTUNE BEACH		Taxing Authority: CITY OF NEPTUNE BEACH	
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (1)
IF YES,  STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.			
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	3.1773	per \$1,000 (2)
3.	Prior year maximum millage rate with a majority vote from 2020 Form DR-420MM, Line 13	3.3090	per \$1,000 (3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	3.3656	per \$1,000 (4)
If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.			
Adjust rolled-back rate based on prior year majority-vote maximum millage rate			
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$	0 (5)
6.	Prior year maximum ad valorem proceeds with majority vote (Line 3 multiplied by Line 5 divided by 1,000)	\$	0 (6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$	0 (7)
8.	Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)	\$	0 (8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$	0 (9)
10.	Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)	0.0000	per \$1,000 (10)
Calculate maximum millage levy			
11.	Rolled-back rate to be used for maximum millage levy calculation (Enter Line 10 if adjusted or else enter Line 2)	3.1773	per \$1,000 (11)
12.	Adjustment for change in per capita Florida personal income (See Line 12 Instructions)		1.0443 (12)
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)	3.3181	per \$1,000 (13)
14.	Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)	3.6499	per \$1,000 (14)
15.	Current year proposed millage rate	3.3656	per \$1,000 (15)
16.	Minimum vote required to levy proposed millage: (Check one)		
<input type="checkbox"/>	a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17.		
<input checked="" type="checkbox"/>	b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. Enter Line 15 on Line 17.		
<input type="checkbox"/>	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. Enter Line 15 on Line 17.		
<input type="checkbox"/>	d. Referendum: The maximum millage rate is equal to the proposed rate. Enter Line 15 on Line 17.		
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16)	3.3656	per \$1,000 (17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$	1,030,107,270 (18)

Continued on page 2

Taxing Authority : CITY OF NEPTUNE BEACH		DR-420MM-P R. 5/12 Page 2	
19.	Current year proposed taxes <i>(Line 15 multiplied by Line 18, divided by 1,000)</i>	\$ 3,466,929	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000)</i>	\$ 3,466,929	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs		STOP HERE. SIGN AND SUBMIT.	
21. Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM-P)</i>		\$ 0	(21)
22. Total current year proposed taxes <i>(Line 19 plus Line 21)</i>		\$ 3,466,929	(22)
Total Maximum Taxes			
23. Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM-P)</i>		\$ 0	(23)
24. Total taxes at maximum millage rate <i>(Line 20 plus Line 23)</i>		\$ 3,466,929	(24)
Total Maximum Versus Total Taxes Levied			
25. Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	(25)
S I G N H E R E	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

Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.

**MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE
INSTRUCTIONS**

DR-420MM-P
R. 5/12
Page 3

General Instructions

Each of the following taxing authorities must complete a DR-420MM-P.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form calculates the maximum tax levy for 2021 allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

DR-420MM-P shows the preliminary maximum millages and taxes levied based on your proposed adoption vote. Each taxing authority must complete, sign, and submit this form to their property appraiser with their completed DR-420, Certification of Taxable Value.

The vote at the final hearing and the resulting maximum may change. After the final hearing, each taxing authority will file a final Form DR-420MM, Maximum Millage Levy Calculation Final Disclosure, with Form DR-487, Certification of Compliance, with the Department of Revenue.

Specific tax year references in this form are updated each year by the Department.

Line Instructions

Lines 5-10

Only taxing authorities that levied a 2020 millage rate less than their maximum majority vote rate must complete these lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for 2020 had been adopted. If these lines are completed, enter the adjusted rate on Line 11.

Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Research to report each year.

Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

Line 16

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

Line 17

Enter the millage rate indicated by the box checked in Line 16. If the proposed millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the proposed millage rate. For a millage requiring more than a majority vote, the proposed millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.

All TRIM forms for taxing authorities are available on our website at
<http://floridarevenue.com/property/Pages/Forms.aspx>



CERTIFICATION OF FINAL TAXABLE VALUE

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

DR-422
R. 5/13
Rule 12D-16.002
Florida Administrative Code
Effective 5/13
Provisional

Year : 2021	County : DUVAL	Is VAB still in session? <input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Authority : CITY OF NEPTUNE BEACH		Check type : <input type="checkbox"/> School District <input type="checkbox"/> County <input checked="" type="checkbox"/> Municipality <input type="checkbox"/> Independent Special District <input type="checkbox"/> Water Management District
Taxing Authority : CITY OF NEPTUNE BEACH		Check type : <input checked="" type="checkbox"/> Principal Authority <input type="checkbox"/> MSTU <input type="checkbox"/> Dependent Special District <input type="checkbox"/> Water Management District Basin

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year gross taxable value from Line 4, Form DR-420	\$ 1,030,107,270	(1)
2.	Final current year gross taxable value from Form DR-403 Series	\$ 0	(2)
3.	Percentage of change in taxable value <i>(Line 2 divided by Line 1, minus 1, multiplied by 100)</i>	-100.00 %	(3)

The taxing authority must complete this form and return it to the property appraiser by _____ time _____ date

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser :	Date :	

SECTION II : COMPLETED BY TAXING AUTHORITY

MILLAGE RATE ADOPTED BY RESOLUTION OR ORDINANCE AT FINAL BUDGET HEARING UNDER s. 200.065(2)(d), F.S.

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 inapplicable, enter N/A or -0-.*

Non-Voted Operating Millage Rate (from resolution or ordinance)

4a.	County or municipal principal taxing authority	0.0000	per \$1,000	(4a)
4b.	Dependent special district	0.0000	per \$1,000	(4b)
4c.	Municipal service taxing unit (MSTU)	0.0000	per \$1,000	(4c)
4d.	Independent Special District	0.0000	per \$1,000	(4d)
4e.	School district	Required Local Effort	0.0000	per \$1,000 (4e)
		Capital Outlay	0.0000	per \$1,000
		Discretionary Operating	0.0000	per \$1,000
		Discretionary Capital Improvement	0.0000	per \$1,000
			0.0000	
		Additional Voted Millage	0.0000	per \$1,000
4f.	Water management district	District Levy	0.0000	per \$1,000 (4f)
		Basin	0.0000	per \$1,000

Are you going to adjust adopted millage ?

☐ YES

☐ NO

If No, STOP HERE, Sign and Submit.

Continued on page 2

Taxing Authority :		DR-422 R. 5/13 Page 2	
COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S)			
5.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4a, 4e, or 4f as applicable, divided by 1,000)</i>	\$ 0	(5)
6.	Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%) <i>(Line 5 divided by Line 2 multiplied by 1,000)</i>	0.0000 per \$1000	(6)
MSTUs, DEPENDENT SPECIAL DISTRICTS , and INDEPENDENT SPECIAL DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)			
7.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)</i>	\$ 0	(7)
8.	Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%) <i>(Line 7 divided by Line 2, multiplied by 1,000)</i>	0.0000 per \$1000	(8)
S I G N H E R E	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

INSTRUCTIONS

SECTION I: Property Appraiser

1. Initiate a separate DR-422 form for each DR-420, Certification of Taxable Value, and DR-420S, Certification of School Taxable Value, submitted.
2. Complete Section 1 and sign.
3. Send the original to the taxing authority and keep a copy.

SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with the DR-487, Certification of Compliance, to the Department of Revenue at the address below. Send separately if the DR-487 was previously sent to the Department.

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

All taxing authorities must complete Line 4, millages adopted by resolution/ordinance at final budget hearing.

Counties, municipalities, schools, and water management districts may complete Line 5 and Line 6 only when Line 3 is greater than plus or minus 1%. (s. 200.065(6), F.S.)

MSTUs, dependent special districts, and independent special districts may adjust the non-voted millage rate only when Line 3 is greater than plus or minus 3%. (§. 200.065(6), F.S.)

Adjusted millage rate must comply with statutes. The adjusted millage rate entered on Line 6 or Line 8 cannot exceed the rate allowed by other provisions of law or the state constitution.

Multi-county and water management districts must complete a separate DR-422 for each county.

All TRIM forms for taxing authorities are available on our website at www.irs.gov/efile

<http://dor.myflorida.com/dor/property/trim>



CERTIFICATION OF FINAL TAXABLE VALUE

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

DR-422
R. 5/13
Rule 12D-16.002
Florida Administrative Code
Effective 5/13
Provisional

Year : 2021	County : DUVAL	Is VAB still in session? <input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Authority : CITY OF NEPTUNE BEACH		Check type : <input type="checkbox"/> School District <input type="checkbox"/> County <input checked="" type="checkbox"/> Municipality <input type="checkbox"/> Independent Special District <input type="checkbox"/> Water Management District
Taxing Authority : CITY OF NEPTUNE BEACH		Check type : <input checked="" type="checkbox"/> Principal Authority <input type="checkbox"/> MSTU <input type="checkbox"/> Dependent Special District <input type="checkbox"/> Water Management District Basin

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year gross taxable value from Line 4, Form DR-420	\$	1,030,107,270	(1)
2.	Final current year gross taxable value from Form DR-403 Series	\$	0	(2)
3.	Percentage of change in taxable value <i>(Line 2 divided by Line 1, minus 1, multiplied by 100)</i>		-100.00 %	(3)

The taxing authority must complete this form and return it to the property appraiser by _____ time _____ date

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser :	Date :	

SECTION II : COMPLETED BY TAXING AUTHORITY

MILLAGE RATE ADOPTED BY RESOLUTION OR ORDINANCE AT FINAL BUDGET HEARING UNDER s. 200.065(2)(d), F.S.

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 inapplicable, enter N/A or -0-.*

Non-Voted Operating Millage Rate (from resolution or ordinance)

4a.	County or municipal principal taxing authority	0.0000	per \$1,000	(4a)
4b.	Dependent special district	0.0000	per \$1,000	(4b)
4c.	Municipal service taxing unit (MSTU)	0.0000	per \$1,000	(4c)
4d.	Independent Special District	0.0000	per \$1,000	(4d)
4e.	School district	0.0000	per \$1,000	(4e)
	Required Local Effort	0.0000	per \$1,000	
	Capital Outlay	0.0000	per \$1,000	
	Discretionary Operating	0.0000	per \$1,000	
	Discretionary Capital Improvement	0.0000	per \$1,000	
	0.0000			
	Additional Voted Millage	0.0000	per \$1,000	
4f.	Water management district	0.0000	per \$1,000	(4f)
	Basin	0.0000	per \$1,000	

Are you going to adjust adopted millage ?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	If No, STOP HERE, Sign and Submit.
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Continued on page 2

Taxing Authority :		DR-422 R. 5/13 Page 2	
COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S)			
5.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4a, 4e, or 4f as applicable, divided by 1,000)</i>	\$ 0	(5)
6.	Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%) <i>(Line 5 divided by Line 2 multiplied by 1,000)</i>	0.0000 per \$1000	(6)
MSTUs, DEPENDENT SPECIAL DISTRICTS , and INDEPENDENT SPECIAL DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)			
7.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)</i>	\$ 0	(7)
8.	Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%) <i>(Line 7 divided by Line 2, multiplied by 1,000)</i>	0.0000 per \$1000	(8)
S I G N H E R E	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

INSTRUCTIONS

SECTION I: Property Appraiser

1. Initiate a separate DR-422 form for each DR-420, Certification of Taxable Value, and DR-420S, Certification of School Taxable Value, submitted.
2. Complete Section 1 and sign.
3. Send the original to the taxing authority and keep a copy.

SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with the DR-487, Certification of Compliance, to the Department of Revenue at the address below. Send separately if the DR-487 was previously sent to the Department.

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