



AGENDA

SPECIAL CITY COMMISSION MEETING

WEDNESDAY, JULY 27, 2020, AT 5:30 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080

NOTICE TO THE PUBLIC

THE CITY COMMISSION HAS ADOPTED THE FOLLOWING PROCEDURE: PERSONS WISHING TO SPEAK ABOUT TOPICS THAT ARE ON THE AGENDA MUST FILL OUT A SPEAKER CARD IN ADVANCE AND GIVE IT TO THE RECORDING SECRETARY. THE CARDS ARE AVAILABLE AT THE BACK OF THE MEETING ROOM. THIS PROCEDURE DOES NOT APPLY TO PERSONS WHO WANT TO SPEAK TO THE COMMISSION UNDER "PUBLIC COMMENTS."

RULES OF CIVILITY FOR PUBLIC PARTICIPATION

1. The goal of Commission meetings is to accomplish the public's business in an environment that encourages a fair discussion and exchange of ideas without fear of personal attacks.
2. Anger, rudeness, ridicule, impatience, and lack of respect for others is unacceptable behavior. Demonstrations to support or oppose a speaker or idea, such as clapping, cheering, booing, hissing, or the use of intimidating body language are not permitted.
3. When persons refuse to abide by reasonable rules of civility and decorum, or ignore repeated requests by the Mayor to finish their remarks within the time limit adopted by the City Commission, and/or who make threats of physical violence shall be removed from the meeting room by law enforcement officers, either at the Mayor's request or by an affirmative vote of a majority of the sitting Commissioners.

"Politeness costs so little." – ABRAHAM LINCOLN

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PROPOSED BUDGET FOR FISCAL YEAR 2021

- A. Overview of Proposed Budget, Revenue Sources, and Property Tax Millage for Operating and Debt Purposes (Presenters: Max Royle, City Manager; Patricia Douylliez, Finance Director)
- B. Discussion of Medical Insurance Plan for Employees (Presenter: Beverly Raddatz, City Clerk)
- C. Review of Proposed Pay for City Employees (Presenter: Patty Douylliez, Finance Director)

- D. Review of Capital Outlay Requests and Other Budget Matters (Presenters: Max Royle, City Manager, and Department Heads)
- E. Setting the Tentative Property Tax Operating and Debt Millage, and the Date and Time for the First Public Hearing on the Budget (Presenter: Max Royle, City Manager)
- V. PUBLIC HEARING FOR ORDINANCE 20-XX AND RESOLUTION 20-XX: TO REQUIRE MANDATORY WEARING OF FACE COVERINGS INSIDE BUILDINGS
- VI. ADJOURNMENT

NOTE:

The agenda material containing background information for this meeting is available on a CD in pdf format upon request at the City Manager's office for a \$5 fee. Adobe Acrobat Reader will be needed to open the file.

NOTICES: In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities act, persons needing a special accommodation to participate in this proceeding should contact the City Manager's Office not later than seven days prior to the proceeding at the address provided, or telephone 904-471-2122, or email sabadmin@cityofsab.org.


PROPOSED FY 2020 BUDGET

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MEMORANDUM

TO: Mayor England
Vice Mayor Kostka
Commissioner George
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: July 16, 2020

SUBJECT: Review of Proposed Fiscal Year 2021 Budget

INTRODUCTION

At your July 7th continuation meeting, you scheduled a special meeting on Monday, July 27, 2020, at 5:30 p.m., to review the proposed FY 2021 budget and set the tentative millage for the next fiscal year.

The budget as prepared by the Finance Director, Ms. Douylliez, and the department heads is attached, and you will note the following differences between it and past budgets:

- Page size is 8 x 11 instead of 8 x 14.
- There are no pages attached to each department's budget that explain why the accounts have the proposed amounts in them. Instead, Ms. Douylliez has put short, explanatory notes on the right side of the pages beside certain accounts. The notes are meant to explain the reason for what's proposed, either revenues or expenditures, in the accounts.
- In pages 29-34, Ms. Douylliez has broken out certain categories of expenditures (capital projects, information technology expenses, insurance, memberships, training, and education), so that you can easily see what is proposed for each category.

BUDGET OVERVIEW

We list here the amounts proposed for the various funds in the budget:

General Fund:	\$ 7,317,237*
Road/Bridge Fund:	\$ 1,562,319
Debt Service Fund:	\$ 1,039,599
Weir Project Fund:	\$ 4,328,281
TOTAL:	\$14,247,436

*The General Fund budget is based on a property tax rate of 2.4500 mills. The millage that the Commission has levied for the past nine fiscal years (since FY 2012) is 2.3992. However, the City Manager and the Finance Director suggest below that you initially set the millage at 2.600 mills because the pandemic may continue and even strengthen, causing a further reduction of revenue from certain sources. The additional money from property taxes will enable the City to maintain the level of services it now provides.

BUDGET DETAILS

In addition to the proposed revenues and expenditures for each fund, we want to highlight the following information to help your review of the budget:

- a. Page 20, the Parks and Recreation Department's budget: At the request of Bill Tredik, the Public Works Director, Ms. Douylliez has broken out the salary and benefit costs of the employees who are doing parks maintenance work. Mr. Tredik asked that this be done so that you can clearly see the personnel costs to maintain the City's parks and plazas.
- b. Pages 27-28, the proposed FY 2021 salary, and benefit costs for the employees, including the Commissioners. For each position, Ms. Douylliez has raised the salaries by a 1.6% COLA and a 3.2% step increase. She will explain the basis for the salaries when you get to the topic at your July 27th meeting.
- c. Page 29, the proposed capital expenditures for the Public Works Department. They have been divided into three categories: critical, important, and desirable.
- d. Pages 30-31, Information Technology expenses by department and a list of the capital items for the Information Technology Department.

Please note beside certain accounts in the General and Road/Bridge Funds, Ms. Douylliez has put "See IT Budget", which is shown on pages 30-31. This highlights the proposed expenditures for each department for information technology.

- e. Page 32, a summary of the liability, workers compensation and property insurance for FY 2021. Information and costs for employee health insurance are provided separately from the budget by the City Clerk, Ms. Raddatz.
- f. Page 33, the list of memberships and the amounts proposed for them.
- g. Page 34, the proposed training, and education expenses.
- h. Page 35, a summary of the amount of the revenue the City will receive from four levels of millage:

- The rollback millage of 2.2852:	\$3,140,187
- The current millage of 2.3992:	\$3,296,839
- The proposed millage of 2.4500:	\$3,366,645
- The suggested millage of 2.6000:	\$3,572,766

The proposed budget is based on 2.4500 mills. Ms. Douylliez shows you the amount in dollars between each level of millage.

Each tenth of a mill will provide \$144,646 in revenue.

We provide below a recommendation that the tentative millage be set at 2.6000 mills.

- i. Page 36, an analysis of the value of privately-owned real estate in the City, the millage levied, and the amount provided by property taxes from FY 2009 to FY 2021.

SUGGESTED PROCEDURE FOR YOUR DISCUSSION OF THE BUDGET

The suggested procedure is the topics listed on the agenda for the July 27th meeting:

1. Overview of the Budget

Begin the discussion with the Finance Director and City Manager providing the overview.

2. Medical Insurance

Have Ms. Raddatz discuss employee medical insurance, which is a major expense each year in the budget.

Ms. Raddatz advertised for bids for employee medical insurance. Five companies responded. The bids along with an explanatory memo from Ms. Raddatz are provided to you separate from the budget itself. At your meeting, Ms. Raddatz will provide more details about the bids.

On July 15th, a review committee composed of the City's department heads met to discuss the bids. The committee recommended that you accept the bid from the Florida Municipal Insurance Trust of the Florida League of Cities. Its bid will save the City \$60,000 while providing insurance from the same company, United Healthcare, that the employees now have. The employees will also save money on the premiums they pay for insurance for a spouse and/or family. The Florida Municipal Insurance Trust plan will also provide vision and dental insurance.

Representatives from the Trust will be at the July 27th meeting to answer any questions you may have concerning its bid and details of the health plan offered.

3. Pay for City Employees

The proposed pay and benefit costs are shown on pages 27-28. Ms. Douylliez has based the proposed pay on the following:

- A 1.6% COLA
- A 3.2 % step increase

PLEASE NOTE: An employee may not receive the full amount. Each department head will evaluate the work performance of those employees for whom the department head is responsible. A lower evaluation will mean that the employee will not receive the full pay appropriated for the position.

4. Capital Requests and Other Budget Matters

You may want to discuss some of the capital requests in more detail and/or you may have questions about other proposed expenditures.

5. Setting the Property Tax Operating and Debt Millage, and the Date for the Budget's First Public Hearing

The General Fund budget is based on a millage of 2.4500 mills. However, as noted in the Introduction above, the Finance Director and the City Manager recommend that you set the millage at 2.6000. The reason is that the pandemic may cause further reductions in revenues from various sources. The additional 0.1500 mills will be needed to make up for those reductions.

Here is the breakdown of the difference in cost to the owner of a residence that is assessed at \$200,000 after all homestead exemptions have been deducted. The formula is: 200,000 divided by 1,000 (a mill) equals 200 times the millage:

- | | |
|------------------------------------|----------|
| - Suggested millage, 2.6000: | \$520.00 |
| - Millage budget based on, 2.4400: | \$490.00 |
| - Current millage, 2.3992: | \$479.84 |
| - Rollback millage, 2.2852: | \$457.04 |

PLEASE NOTE: 1) You can always reduce the millage in September when the first public hearing on the budget will be held. By that hearing, Ms. Douylliez may have more accurate information of the effect of the pandemic on certain revenue sources.

2) The non-ad valorem assessment for the collection and disposal of household waste, special waste and recyclables will provide in FY 2021 a total of \$527,000 to the General Fund. This is \$311,110 more than the estimated \$215,840 that the City will receive in FY 2020 for the non-ad valorem assessment that has been levied since FY 2012 just for the disposal of solid waste.

The debt millage is 0.50 or half a mill. It provides money to pay the City's long-term debt on the purchase of the remaining 4.5 acres of the Maratea subdivision, which is now Ocean Hammock Park.

You usually schedule the first public hearing on the budget at your September regular meeting, which is held on the second Monday because the first Monday is the Labor Day holiday. For the FY 2021 budget, you can schedule the public hearing at 5:01 or 5:30 p.m. on Monday, September 14, 2020.

The Property Appraiser puts the proposed operating and debt millage, and the date and time of the budget's first public hearing on the notice that is sent in August to property owners.

IN SUMMARY

- That with the Finance Director, City Manager, and department heads, you review the proposed FY 2021 budget and see whether there are any changes you want to make to it.
- That you accept the Florida Municipal Insurance Trust's bid for medical insurance.
- That you decide whether to approve Ms. Douylliez's proposal for employee pay: the 1.6% COLA and the 3.2% pay increase.
- That you approve setting the General Fund millage at 2.6000 mills with the possibility that you will be able to reduce the millage at the September public hearing on the budget.
- That you schedule the first public hearing on the budget for Monday, September 14, 2020, at either 5:01 or 5:30 p.m.

SPECIAL THANKS

They are to the Finance Director, Ms. Douylliez, and the department heads for putting together the proposed budget, and to Ms. Raddatz for her work on the health insurance bids.

ADDITIONAL AGENDA TOPICS

For your July 27th meeting, there are two additional topics: the ordinance and the resolution to mandate the wearing of facial coverings.

Both are attached behind the budget along with explanatory memo.

You approved the ordinance on first reading at your July 7th continuation meeting. It has been scheduled for a public hearing and final reading at your July 27th meeting.

The City Attorney, who drafted the ordinance and the resolution, can explain each.

If they meet with your approval, then we ask that you approve them.

REVENUE ACCOUNTS	ANTICIPATED FY20	RECEIVED AS OF 6/30/19	FORECAST TO BE		FY19 ACTUAL	PROPOSED FY21	PROPOSED FY 21
			REC'D AS OF 09/30/20				
TAXES							
Ad Valorem Taxes - Current	3,243,896.00	3,161,129.78	3,197,389.87	2,928,722.59	3,366,645.00	2.45 Millage	
Ad Valorem Taxes - Delinquent	500.00	279.77	279.77	2,037.86	500.00		
Electric Utility Tax	625,000.00	399,109.71	598,664.57	653,095.12	562,500.00	Reduced 10% from typical year	
Natural Gas Utility Taxes	2,000.00	1,337.49	2,006.24	1,931.38	2,000.00		
Propane	17,000.00	11,917.11	17,875.67	17,431.02	17,000.00		
Communication Service Tax	187,731.00	187,694.49	187,731.00	238,146.22	188,000.00	State-EDR Estimate from prior year	
Local Business Tax Receipts	32,550.00	7,670.73	32,550.00	29,092.00	29,295.00	Reduced 10% from typical year	
TOTAL TAXES	4,108,677.00	3,769,139.08	4,036,497.11	3,870,456.19	4,165,940.00		
LICENSES AND PERMITS							
Building Permits	300,000.00	206,383.13	300,000.00	326,365.42	258,000.00		
Other Permits	10,000.00	18,795.00	20,000.00	20,300.00	10,000.00		
Event Permits	5,000.00	3,490.00	3,790.00	5,615.00	4,500.00	Reduced 10% from typical year	
Solid Waste Franchise Fee Permit	3,000.00	3,600.00	3,600.00	0.00	0.00	Every 3 year renewal	
Electric Franchise Fees	440,000.00	192,989.83	385,979.66	457,594.82	396,000.00	Reduced 10% from typical year	
Solid Waste Franchise Fees	6,000.00	20,576.35	29,000.00	0.00	36,000.00	Est. \$3k/month	
Impact Fees - Residential - Public Safety	3,500.00	9,480.86	10,000.00	6,972.00	6,936.00		
Impact Fees - Commercial - Public Safety	0.00	0.00	0.00	0.00	4,819.50	Embassy	
Impact Fees - Residential - Culture & Recreation	3,700.00	10,334.75	11,000.00	10,473.50	9,987.50		
Impact Fees - Commercial - Culture & Recreation	0.00	0.00	0.00	0.00	1,722.00	Embassy	
Impact Fees - Residential - Public Buildings	15,000.00	13,763.94	15,000.00	13,125.00	9,928.00		
Impact Fees - Commercial - Public Buildings	0.00	0.00	0.00	0.00	6,867.00	Embassy	
Special Assessment-Charges for Public Service	0.00	0.00	0.00	0.00	0.00		
TOTAL LICENSES AND PERMITS	786,200.00	479,413.86	778,369.66	840,445.74	744,760.00		

INTERGOVERNMENTAL

COPS Federal Grant	0.00	0.00	0.00	0.00	0.00	
State Grants-General Government	0.00	8,750.00	8,750.00	0.00	0.00	
State Grants-Public Safety	14,891.00	3,185.50	14,891.00	13,689.00	14,891.00	
State Grants-Disaster Relief	0.00	9,390.04	9,390.04	139,571.07	0.00	
State Grants-Culture & Recreation	100,000.00	0.00	0.00	0.00	131,500.00	Grant-Ocean Hammock PH II & III
State Shared Revenue Proceeds	148,965.00	91,941.73	136,551.25	145,983.82	134,069.00	Reduced 10% from typical year-State EDR E
Alcoholic Beverage License Tax	3,000.00	0.00	3,000.00	3,216.68	1,500.00	State-EDR Estimate
1/2 Cent Sales Tax	612,911.00	327,644.50	528,000.00	593,768.96	490,329.00	Reduced 20% from typical year-State EDR E
Local Government Unit-Physical Environment	0.00	0.00	0.00	25,000.00	0.00	
SJC Business Tax Receipts	13,000.00	4,797.27	6,396.36	9,301.74	10,000.00	
TDC Funds	40,000.00	42,710.00	42,710.00	68,592.00	65,000.00	Fireworks \$25k, BBO Grant \$40k
TOTAL INTERGOVERNMENTAL	932,767.00	488,419.04	749,688.65	999,123.27	847,289.00	

CHARGES FOR SERVICES

Zoning Fees	3,000.00	6,700.00	8,000.00	6,800.00	9,000.00	
Plan Review Fees	87,500.00	104,095.50	110,000.00	121,701.89	100,000.00	
Sales of Maps & Publication	0.00	0.00	0.00	0.00	0.00	
Certification, Copying and Binding	150.00	414.90	500.00	581.32	500.00	
Surcharge Retainage	1,000.00	0.00	0.00	779.72	0.00	
Administrative Charges	15,000.00	16,609.19	22,145.59	21,074.30	22,198.82	3% of Impact Fees
Beach Patrol	50,000.00	0.00	50,000.00	55,867.03	50,000.00	
Police Reports	700.00	3.75	3.75	512.10	0.00	No longer requesting
Protective Inspection Fees	500.00	530.00	530.00	493.00	1,000.00	
Service Charge-Garbage/Solid Waste	226,044.00	214,044.41	215,840.51	216,135.98	527,000.00	**Increase w/comm trash fees, non-Ad Valorem
Service Charge-Tree Mititgation	6,000.00	10,012.50	11,000.00	9,900.00	6,000.00	
Parking Fees	0.00	75.00	90.00	75.00	0.00	
Dog Tag Fees	0.00	0.00	0.00	65.00	0.00	
Other Charges for Services	38,000.00	31,662.01	35,000.00	41,124.81	35,000.00	Reduced for Transient closures
Garbage-Other Contractual Services	0.00	13,054.48	17,405.97	13,808.92	17,000.00	Comm Recycle Billing
TOTAL CHARGES FOR SERVICES	427,894.00	397,201.74	470,515.82	488,919.07	767,698.82	

FINES AND FORFEITURES

Court Fines	6,700.00	6,357.76	8,477.01	10,230.34	6,700.00	
Parking Tickets	15,000.00	4,966.00	6,000.00	14,309.50	10,000.00	Reduced due to COVID
Code Enforcement Fines	1,000.00	850.00	1,000.00	1,756.00	1,000.00	
Ordinance Violation Fines	2,000.00	5,664.00	6,000.00	4,070.00	5,000.00	
Other Fines & Forfeitures	1,900.00	3,707.70	4,000.00	5,983.79	4,000.00	
TOTAL FINES AND FORFEITURES	26,600.00	21,545.46	25,477.01	36,349.63	26,700.00	

INVESTMENT INCOME

Interest on Investments	15,000.00	11,126.86	14,000.00	16,727.80	12,500.00	
Interest on State Board of Administration	16,000.00	3,901.81	5,202.41	24,425.61	5,000.00	
Interest in Local Gov't Investment Pools	20,000.00	10,575.76	14,101.01	21,150.35	14,000.00	
TOTAL INVESTMENT INCOME	51,000.00	25,604.43	33,303.43	62,303.76	31,500.00	

MISCELLANEOUS

Rent on Meeting Rooms	1,300.00	375.00	600.00	1,430.00	500.00	
Disposition of Fixed Assets	5,000.00	13,255.00	15,000.00	0.00	5,000.00	
Sale of Surplus Materials and Scrap	0.00	0.00	0.00	187.33	0.00	
Veteran's Memorial Donations	0.00	0.00	0.00	250.00	0.00	
Beach Blast Off Sponsorships	6,000.00	10,750.00	10,750.00	15,369.50	10,000.00	
Beach Blast Off Vendor Fees	19,000.00	18,159.50	18,159.50	900.00	10,500.00	
Arbor Day Sponsorships	750.00	0.00	0.00	805.20	750.00	
Veterans' Day Sponsorships	0.00	400.00	400.00	6,200.00	400.00	
Event Marketing Partnerships	0.00	0.00	0.00	0.00	0.00	
Reuseable Bag Program Donations	0.00	0.00	0.00	93.00	0.00	
Miscellaneous Donations	3,294.42	3,233.80	3,233.80	1,090.00	500.00	
Contractors' License/Special Permits	10,000.00	14,116.75	15,000.00	20,843.75	10,000.00	
Refund of Prior Year Expenditures	5,000.00	1,243.03	1,243.03	3,591.03	2,000.00	
Workers' Compensation Reimbursements	0.00	3,607.98	3,607.98	11,422.95	0.00	
Other Miscellaneous Revenues	800.00	85.77	200.00	1,022.98	200.00	
Debt Proceeds	0.00	0.00	0.00	220,000.00	150,000.00	Lease Debt-3 Vehicles-\$150k
TOTAL MISCELLANEOUS	51,144.42	65,226.83	68,194.31	283,205.74	189,850.00	

TOTAL GENERAL FUND REVENUES

6,384,282.42	5,246,550.44	6,162,045.99	6,580,803.40	6,773,737.82	
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TRANSFERS

Capital Projects	600,000.00	0.00	600,000.00	0.00	400,000.00	
Emergency & Contingency	50,000.00	0.00	50,000.00	0.00	25,000.00	
Unexpended State Funds	0.00	0.00	0.00	0.00	0.00	
Parks & Recreation	0.00	0.00	0.00	0.00	0.00	
Impact Fees-Public Buildings	100,000.00	0.00	100,000.00	0.00	118,500.00	Ocean Hammock Park-City Share
Impact Fees-Police Protection	0.00	0.00	0.00	0.00	0.00	
Beach Blast Off	0.00	0.00	0.00	0.00	0.00	
Forfeiture & Seizure	0.00	0.00	0.00	0.00	0.00	
Building Department Carryover	86,602.36	0.00	86,602.36	0.00	0.00	
Unassigned Fund Balance	0.00	0.00	0.00	0.00	0.00	
TOTAL TRANSFERS	836,602.36	0.00	836,602.36	0.00	543,500.00	
TOTAL GENERAL FUND REVENUES AND TRANSFERS	7,220,884.78	5,246,550.44	6,998,648.35	6,580,803.40	7,317,237.82	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY20</u>	<u>SPENT AS 6/30/2020</u>	<u>FORECAST TO BE SPENT AS OF 9/30/20</u>	<u>FY19 ACTUAL</u>	<u>PROPOSED FY21</u>	<u>DESCRIPTION</u>
<u>DEPARTMENT - LEGISLATIVE (City Commission)</u>						
<u>Personnel Services</u>						
Executive Wages	34,264.00	25,697.25	34,263.00	32,732.12	34,811.21	
FICA Taxes	2,622.00	1,906.74	3,813.48	2,432.99	2,664.00	
Retirement	3,327.00	2,176.65	4,353.30	2,772.22	3,655.18	
Life/Health Insurance	-	-	-	-	-	
<u>Total Personnel Services</u>	40,213.00	29,780.64	42,429.78	37,937.33	41,130.39	
<u>Operating Expenditures/Expenses</u>						
Codification Fees	5,000.00	3,278.12	5,000.00	4,126.29	4,000.00	
Other Contractual Services	2,500.00	-	2,500.00	-	2,500.00	
Travel & Per Diem	2,500.00	304.55	2,500.00	3,411.61	3,500.00	
Postage	500.00	-	500.00	-	500.00	
Equipment Maintenance and Repair	5,875.00	7,188.00	7,188.00	7,471.65	-	
Printing, Copying & Binding	-	-	-	-	-	
Entertainment	3,600.00	4,371.54	4,371.54	3,323.89	2,600.00	FLC Dinner Cancelled
Election Expense	500.00	-	500.00	298.54	500.00	
Records Management Expense	10,000.00	9,488.69	10,000.00	10,454.08	11,000.00	Laserfiche Annual Cost
Other Expenses	1,000.00	603.55	1,000.00	1,097.63	1,000.00	Plaques, nameplates, etc
Office Supplies	150.00	58.39	150.00	36.23	150.00	
Uniforms	100.00	-	100.00	128.00	150.00	
Computer Software Subscriptions	-	-	-	-	9,631.30	See IT Budget
Computer Equipment	-	-	-	-	-	See IT Budget
Other Operating Supplies/Exp.	8,100.00	1,586.72	3,000.00	81.30	230.00	
Publications & Subscriptions	-	-	-	-	-	
Memberships	2,600.00	850.00	2,600.00	2,274.00	2,600.00	
Training & Education	2,000.00	-	2,000.00	2,300.00	2,500.00	
<u>Total Operating Expenditures/Expenses</u>	44,425.00	27,729.56	41,409.54	35,003.22	40,861.30	
<u>Capital Outlay</u>						
Office Equipment	-	-	-	-	-	
<u>Total Capital Outlay</u>	-	-	-	-	-	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY20</u>	<u>SPENT AS 6/30/2020</u>	<u>FORECAST TO BE SPENT AS OF 9/30/20</u>	<u>FY19 ACTUAL</u>	<u>PROPOSED FY21</u>	<u>DESCRIPTION</u>
<u>DEPARTMENT - LEGISLATIVE (City Commission)</u>						
<u>Total Legislative Department</u>	84,638.00	57,510.20	83,839.32	72,940.55	81,991.69	

GENERAL FUND - EXPENDITURES	APPROPRIATED FY20	SPENT AS 6/30/2020	FORECAST TO BE SPENT AS OF 9/30/20	FY19 ACTUAL	PROPOSED FY21	DESCRIPTION
<u>DEPARTMENT - EXECUTIVE (City Manager)</u>						
<u>Personnel Services</u>						
Executive Salary	121,210.00	87,177.34	121,210.00	121,675.28	126,784.76	
Car Allowance	1,000.00	730.74	1,000.00	999.96	1,000.00	
FICA	9,350.00	6,446.11	9,350.00	9,055.59	9,776.00	
Retirement	31,957.00	22,151.74	31,957.00	29,734.49	35,141.57	
Life & Health Insurance	8,586.00	7,037.24	8,586.00	7,491.87	7,866.84	
Workers Comp	247.00	230.19	247.00	246.32	153.66	Update for RFP
<u>Total Personnel Services</u>	172,350.00	123,773.36	172,350.00	169,203.51	180,722.83	
<u>Operating Expenditures</u>						
Travel & Per Diem	800.00	60.91	70.00	777.50	800.00	
Mileage	100.00	-	100.00	-	100.00	
Bonding Insurance	28.00	27.04	28.00	27.04	30.00	
Equipment Repair & Maintenance	116.00	11.94	116.00	115.50	116.00	
Uniforms	55.00	-	55.00	53.00	-	
Small Tools & Equipment	-	-	-	-	-	
Computer Software Subscriptions	-	-	-	-	506.60	See IT Budget
Computer Equipment	-	-	-	-	-	See IT Budget
Other Operating Supplies	605.00	347.50	605.00	240.00	-	
Publications & Subscriptions	300.00	-	300.00	296.98	330.00	The Record, FLC Magazine
Memberships	450.00	364.00	450.00	1,320.67	450.00	
Training & Education	600.00	-	600.00	550.00	600.00	
<u>Total Operating Expenditures</u>	3,054.00	811.39	2,324.00	3,380.69	2,932.60	
<u>Total for Executive Department</u>	175,404.00	124,584.75	174,674.00	172,584.20	183,655.43	

GENERAL FUND - EXPENDITURES	APPROPRIATED FY20	SPENT AS 6/30/2020	FORECAST TO BE SPENT AS OF 9/30/20	FY19 ACTUAL	PROPOSED FY21	DESCRIPTION
DEPARTMENT - FINANCE AND ADMINISTRATION						
Personnel Services						
Regular Salaries	390,726.00	269,019.13	390,726.00	404,200.16	387,400.63	
Overtime	9,000.00	1,540.23	2,107.68	7,131.52	6,000.00	
Sick Leave Incentive	1,000.00	656.61	1,313.22	352.93	1,000.00	
FICA	30,656.00	19,046.17	30,152.24	29,015.70	30,172.00	
Retirement	55,867.00	50,110.60	66,814.13	56,578.26	77,453.02	
Life & Health Insurance	116,017.00	68,075.87	116,017.00	93,517.23	76,868.95	
Workers Comp	411.00	383.64	411.00	410.56	469.52	Update for RFP
Total Personnel Services	603,677.00	408,832.25	607,541.27	591,206.36	579,364.13	
Operating Expenditures						
Attorney Fees	81,000.00	50,332.50	81,000.00	63,735.00	81,000.00	\$6k/mo retainer + Add'l legal Exp
Audit Fees	17,500.00	15,200.00	17,500.00	17,200.00	20,000.00	
Other Contractual Services	9,000.00	9,000.00	9,000.00	-	7,000.00	Annual Actuary-Full Report
Travel - Per Diem	5,000.00	632.75	700.00	4,442.51	4,000.00	
Mileage	2,000.00	116.61	200.00	1,393.28	1,500.00	
Telephone	8,200.00	6,684.18	8,912.24	8,283.22	10,800.00	Verizon,Windstream
Postage	2,000.00	1,826.22	2,500.00	2,994.35	3,000.00	
Equipment Leases	2,000.00	1,422.63	2,133.95	1,896.84	2,000.00	Postage meter, copier
Bonding Insurance	120.00	104.00	120.00	104.00	120.00	
Equipment Repair & Maintenance	1,000.00	-	1,000.00	19,383.05	1,000.00	
Printing, Copying & Binding	3,200.00	1,000.96	3,000.00	2,505.37	3,200.00	
Legal Advertising	5,000.00	3,548.00	5,000.00	4,374.27	6,000.00	Meeting notices
Public Education Campaigns	2,000.00	221.06	1,000.00	-	500.00	Mailers, videos
Other Expenses	2,500.00	995.78	1,327.71	871.60	1,250.00	Bank svc chgs, misc.
Office Supplies	4,000.00	2,760.67	4,000.00	3,550.95	4,000.00	
Uniforms	500.00	-	500.00	338.00	-	updated for FY21
Small Tools & Equipment	4,000.00	1,489.26	4,000.00	1,970.86	1,500.00	
Computer Software Subscriptions	-	-	-	-	16,420.54	See IT Budget
Computer Equipment	-	-	-	-	1,000.00	See IT Budget
Other Operating Supplies/Expense	13,244.00	5,223.82	13,244.00	4,813.36	4,000.00	
Publications & Subscriptions	400.00	336.99	400.00	712.18	400.00	
Memberships	2,245.00	1,803.00	2,245.00	3,754.00	1,935.00	
Training & Education	5,975.00	620.00	3,500.00	2,535.87	4,075.00	
Total Operating Expenditures	170,884.00	103,318.43	161,282.89	144,858.71	174,700.54	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY20</u>	<u>SPENT AS 6/30/2020</u>	<u>FORECAST TO BE SPENT AS OF 9/30/20</u>	<u>FY19 ACTUAL</u>	<u>PROPOSED FY21</u>	<u>DESCRIPTION</u>
<u>DEPARTMENT - FINANCE AND ADMINISTRATION</u>						
<u>Capital Outlay</u>						
Office Equipment	3,000.00	2,286.46	2,286.46	(0.02)	-	
Software		-	-	-		
<u>Total Capital Outlay</u>	3,000.00	2,286.46	2,286.46	(0.02)	-	
<u>Total for Finance & Administration</u>	777,561.00	514,437.14	771,110.63	736,065.05	754,064.67	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY20</u>	<u>SPENT AS 6/30/2020</u>	<u>FORECAST TO BE SPENT AS OF 9/30/20</u>	<u>FY19 ACTUAL</u>	<u>PROPOSED FY21</u>	<u>DESCRIPTION</u>
<u>DEPARTMENT - COMPREHENSIVE PLANNING</u>						
<u>Personnel Services</u>						
Regular Salaries	102,456.00	76,799.85	102,456.00	104,636.01	105,713.63	
Overtime	100.00	99.59	100.00	-	500.00	Recording secretary-P&Z Board
FICA	7,846.00	5,783.31	7,914.00	7,753.90	8,088.00	
Retirement	11,759.00	14,698.91	19,598.55	16,808.56	22,605.16	
Life & Health Insurance	12,879.00	10,677.10	12,879.00	11,570.26	11,890.26	
Workers Comp	3,778.00	3,529.30	3,778.00	3,777.16	782.88	Update for RFP
Total Personnel Services	138,818.00	111,588.06	146,725.55	144,545.89	149,579.93	
<u>Operating Expenditures</u>						
Other Contractual Services	15,000.00	3,500.00	3,500.00	18,687.00	3,000.00	Transcription Services
Telephone	-	-	-	-	360.00	
Electricity					600.00	
Water & Sewer					260.00	
Equipment Leases					172.00	
Equipment Repair & Maintenance	120.00	-	120.00	96.93	120.00	
Printing, Copying, & Binding	200.00	102.50	205.00	(20.00)	1,350.00	
Legal Advertising	3,000.00	1,189.22	1,585.63	3,074.02	2,000.00	
Office Supplies	1,000.00	494.90	659.87	-	1,000.00	
Software Subscriptions	-	-	-	-	854.18	See IT Budget
Computer Equipment	-	-	-	-		See IT Budget
Other Operating Supplies	1,124.00	640.17	1,124.00	436.56	700.00	
Publications & Subscriptions	40.00	40.00	40.00	-	50.00	
Memberships	-	-	-	-	-	
Training & Education	-	-	-	-	-	
Total for Operating Expenditures	20,484.00	5,966.79	7,234.49	22,274.51	10,466.18	
Total for Comprehensive Planning	159,302.00	117,554.85	153,960.04	166,820.40	160,046.11	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY20</u>	<u>SPENT AS 6/30/2020</u>	<u>FORECAST TO BE SPENT AS OF 9/30/20</u>	<u>FY19 ACTUAL</u>	<u>PROPOSED FY21</u>	<u>DESCRIPTION</u>
<u>DEPARTMENT - DEBT SERVICE (General Fund)</u>						
<u>Operating Expenditures</u>						
Loan Principal	115,881.00	115,880.72	115,880.72	72,457.87	107,485.16	Incr. PD new vehicles
Loan Interest	11,108.00	11,107.40	11,107.40	6,148.82	12,935.18	Incr. PD new vehicles
<u>Total for Debt Service (General Fund)</u>	<u>126,989.00</u>	<u>126,988.12</u>	<u>126,988.12</u>	<u>78,606.69</u>	<u>120,420.34</u>	

GENERAL FUND - EXPENDITURES	APPROPRIATED FY20	SPENT AS 6/30/2020	FORECAST TO BE SPENT AS OF 9/30/20	FY19 ACTUAL	PROPOSED FY21	DESCRIPTION
DEPARTMENT - OTHER GOVERNMENTAL SERVICES						
Personnel Services						
Regular Salaries	222,232.00	155,030.20	212,146.59	199,487.76	194,029.08	Update to 26% of PW Cost
Overtime	8,000.00	3,311.41	4,531.40	9,528.15	6,000.00	V
Certificate Incentive	-	-	-	-	-	V
Sick Leave Incentive	600.00	431.71	863.42	416.42	600.00	V
FICA	17,659.00	10,967.10	16,641.92	14,492.08	15,349.00	V
Retirement	25,838.00	17,796.34	23,728.45	20,596.75	24,517.02	V
Life & Health Insurance	74,545.00	50,981.69	67,975.59	61,678.33	49,611.96	V
Workers Comp	5,995.00	5,600.87	5,995.00	5,994.16	9,478.11	
Total Personnel Services	354,869.00	244,119.32	331,882.37	312,193.65	299,585.17	
Operating Expenditures						
Other Contractual Services	3,000.00	378.00	3,000.00	2,643.00	3,000.00	Lawn, weed, pest control, misc
Telephone	1,200.00	776.63	1,035.51	1,166.61	2,580.00	Verizon, Windstream
Electricity	12,000.00	6,220.46	9,330.69	9,581.74	11,000.00	
Water & Sewer	2,700.00	3,512.35	4,683.13	3,581.21	4,500.00	
Equipment Leases	383.00	430.56	574.08	574.08	600.00	
Liability Insurance	34,440.00	18,366.10	24,488.13	33,946.40	27,110.01	
Building/Property Insurance	15,000.00	17,055.74	17,055.74	14,763.14	18,917.18	
Facility Maintenance	24,868.00	14,734.60	19,646.13	33,713.87	24,000.00	
Equipment Repair & Maintenance	7,932.00	2,584.99	7,932.00	3,431.74	8,000.00	
Vehicle Repair & Maintenance	925.00	(767.23)	925.00	1,204.39	1,000.00	
Advertising	300.00	56.00	84.00	-	300.00	
Other Expenses	-	-	-	1.57	-	
Office Supplies	600.00	328.36	437.81	620.28	900.00	
Uniforms	567.00	-	567.00	566.87	600.00	
Fuel, Oil & Lubes	3,000.00	692.14	3,000.00	4,029.07	3,000.00	
Small Tools & Equipment	3,000.00	663.30	884.40	3,487.75	3,300.00	
Computer Software Subscriptions	-	-	-	-	2,924.15	See IT Budget
Computer Equipment	-	-	-	-	1,500.00	See IT Budget

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY20</u>	<u>SPENT AS 6/30/2020</u>	<u>FORECAST TO BE SPENT AS OF 9/30/20</u>	<u>FY19 ACTUAL</u>	<u>PROPOSED FY21</u>	<u>DESCRIPTION</u>
<u>DEPARTMENT - OTHER GOVERNMENTAL SERVICES</u>						
Other Operating Supplies/Expense	13,031.00	12,491.43	13,031.00	11,223.26	9,500.00	
Publications & Subscriptions	50.00	20.80	50.00	-	50.00	
Training & Education	650.00	318.60	650.00	-	660.00	
<u>Total Operating Expenditures</u>	123,646.00	77,862.83	107,374.63	124,534.98	123,441.34	
<u>Capital Outlay</u>						
Land/Land Improvements	-	-	-	-	-	
Buildings	60,000.00	11,762.27	60,000.00	54,247.23	-	
Office Equipment	-	-	622.84	0.12	-	
Other Equipment	75,000.00	3,434.97	75,000.00	18,117.30	-	
<u>Total Capital Outlay</u>	135,000.00	15,197.24	135,622.84	72,364.65	-	
<u>Total for Other Governmental Services</u>	613,515.00	337,179.39	574,879.84	509,093.28	423,026.51	

	APPROPRIATED FY20	SPENT AS 06/30/20	FORECAST TO BE SPENT AS OF 9/30/20	FY19 ACTUAL	PROPOSED FY21	DESCRIPTION
GENERAL FUND - EXPENDITURES						
DEPARTMENT - LAW ENFORCEMENT						
Personnel Services						
Executive Salary (Chief)	103,253.00	75,430.67	103,253.00	100,449.19	108,002.36	
Regular Salaries	1,061,891.94	767,949.36	1,061,891.94	1,060,391.86	1,201,330.82	
Holiday Pay	26,000.00	22,398.70	31,621.69	25,196.42	55,000.00	1.5 Add'l days, chg to 12 hrs
Overtime	50,000.00	28,927.44	39,584.92	63,757.61	30,000.00	
Police Incentive Pay	17,700.00	13,305.45	18,207.46	17,565.20	17,520.00	
Call Out Stipend	8,400.00	3,599.70	4,925.91	5,722.60	6,000.00	
Electronic Communications Stipend	15,000.00	6,820.97	9,333.96	14,186.51	10,000.00	
Sick Pay Incentive	10,000.00	6,716.90	13,433.80	8,075.59	10,000.00	
Investigator Stipend	2,400.00	876.85	1,199.90	1,938.30	1,500.00	
FICA	99,041.00	66,215.45	90,610.62	93,775.57	110,111.00	
Retirement	279,055.00	216,749.21	288,998.95	285,904.46	340,972.39	
Life & Health Insurance	227,776.00	197,722.98	227,776.00	208,140.78	222,686.00	
Workers Comp	25,000.00	19,948.24	26,597.65	23,576.12	30,928.04	Updated for RFP
Total Personnel Services	1,925,516.94	1,426,661.92	1,917,435.79	1,908,680.21	2,144,050.61	
Operating Expenditures						
Attorney Fees	2,000.00	1,000.00	2,000.00	-	2,000.00	
Other Contractual Services	8,900.00	2,280.00	8,900.00	9,707.50	8,900.00	Accreditation Manager
Travel/Per Diem	5,000.00	1,957.41	5,000.00	7,537.17	5,000.00	
Telephone	28,000.00	20,848.66	27,798.21	27,117.80	28,000.00	
Postage	700.00	301.04	401.39	357.18	700.00	
Electricity	8,350.00	6,750.36	10,125.54	9,564.45	8,350.00	
Water & Sewer	1,500.00	1,001.20	1,500.00	2,006.89	1,500.00	
Cable	-	-	-	-	840.00	
Equipment Leases	2,000.00	1,206.18	1,809.27	1,608.24	2,000.00	Postage Meter,copier,water cooler
Vehicle Leases	9,910.00	7,036.83	9,910.00	10,493.84	9,910.00	2 unmarked admin vehicle leases
Liability Insurance	33,693.00	19,127.99	38,255.98	32,693.54	29,209.07	Updated for RFP
Building/Property Insurance	15,613.00	16,680.40	16,680.40	14,303.94	18,060.20	Updated for RFP
Statutory Insurance	1,572.00	-	1,572.00	1,710.00	1,800.00	State mandated (2 Yr Prem)
Facility Maintenance	2,000.00	1,261.00	2,000.00	1,828.23	2,000.00	
Equipment Repair & Maintenance	21,053.00	14,416.61	21,053.00	28,776.05	4,000.00	
Vehicle Repair & Maintenance	21,500.00	22,820.07	25,000.00	30,779.63	20,000.00	
K-9 Unit	5,000.00	3,720.76	5,000.00	4,963.03	5,000.00	
Printing, Copying & Binding	4,200.00	1,580.10	4,200.00	1,906.23	4,200.00	
Investigations	5,000.00	3,463.79	5,000.00	4,795.18	5,000.00	Major case costs
Office Supplies	6,500.00	4,095.92	5,461.23	3,641.72	6,500.00	
Uniforms	23,500.00	21,157.31	23,500.00	17,332.66	25,000.00	
Fuel, Oil & Lubes	50,000.00	33,142.78	47,000.00	47,688.20	50,000.00	

	APPROPRIATED FY20	SPENT AS 06/30/20	FORECAST TO BE SPENT AS OF 9/30/20	FY19 ACTUAL	PROPOSED FY21	DESCRIPTION
GENERAL FUND - EXPENDITURES						
DEPARTMENT - LAW ENFORCEMENT						
Small Tools & Equipment	13,000.00	13,470.83	14,000.00	8,932.75	13,000.00	
Crime Prevention Supplies	7,000.00	5,078.96	7,000.00	6,852.31	7,000.00	Community Prog, NNO
Medical Supplies	4,000.00	1,793.79	4,000.00	2,319.90	4,000.00	First Aid, PPE, Drug Screens
Computer Software Subscriptions		-			36,305.81	See IT Budget
Computer Equipment					4,500.00	See IT Budget
Other Operating Supplies/Expense	29,200.00	21,381.47	29,200.00	21,104.07	12,500.00	
Publications & Subscriptions	1,000.00	79.99	1,000.00	-	1,000.00	
Memberships	3,000.00	2,714.73	3,000.00	2,855.94	3,000.00	
Training & Education	25,000.00	21,305.66	22,000.00	31,683.46	25,000.00	
Accreditation	5,840.00	5,548.29	5,840.00	4,221.85	5,840.00	
Total Operating Expenditures	344,031.00	255,222.13	348,207.02	336,781.76	350,115.08	
Capital Outlay						
Vehicles	60,000.00	60,703.56	60,703.56	128,609.00	150,000.00	3 Leased Vehicles
Office Equipment	3,000.00	2,487.10	3,000.00	8,996.84	60,000.00	20 MDT's
Other Equipment	79,891.00	12,290.00	79,891.00	7,292.89	-	
K9	-	-		-	-	
Total Capital Outlay	142,891.00	75,480.66	143,594.56	144,898.73	210,000.00	
Total for Law Enforcement	2,412,438.94	1,757,364.71	2,409,237.37	2,390,360.70	2,704,165.69	

GENERAL FUND - EXPENDITURES	APPROPRIATED	SPENT AS	FORECAST TO	FY19	PROPOSED	
DEPARTMENT - BUILDING DEPARTMENT	FY20	6/30/2020	BE SPENT AS	ACTUAL	FY21	DESCRIPTION
<u>Personnel Services</u>						
Regular Salaries	206,778.00	134,436.86	183,966.23	180,689.07	218,353.44	
Overtime	511.00	619.14	847.24	-	1,200.00	
Sick Leave Incentive	500.00	666.06	1,332.12	642.59	1,400.00	
FICA	15,896.00	10,013.56	13,702.77	13,316.17	16,903.00	
Retirement	26,836.00	15,947.72	21,263.63	20,937.33	30,819.09	
Life & Health Insurance	30,160.00	24,549.30	32,732.40	25,426.51	35,670.78	
Workers Comp	8,376.00	7,825.85	10,434.47	8,375.44	2,432.58	Update for RFP
Unemployment Compensation	-	-	-	-	-	
Total Personnel Services	289,057.00	194,058.49	264,278.85	249,387.11	306,778.89	
<u>Operating Expenditures</u>						
Other Contractual Svcs	-	-	-	-	-	
Travel	1,500.00	1,115.54	1,500.00	-	5,400.00	
Telephone	5,400.00	4,386.45	5,848.60	4,857.33	5,400.00	
Postage	800.00	339.48	452.64	563.21	800.00	
Electricity	6,000.00	3,662.94	4,883.92	5,681.18	6,000.00	
Water & Sewer	1,352.00	2,016.72	2,688.96	1,580.63	2,600.00	
Equipment Leases	1,720.00	1,287.36	1,720.00	1,716.48	1,720.00	Postage Meter, Copier
Liability Insurance	850.00	755.43	1,007.24	816.50	1,272.56	Update for RFP
Building/Property Insurance	5,733.00	6,431.66	8,575.55	5,460.82	7,379.56	Update for RFP
Bonding Insurance	80.00	76.96	80.00	76.96	80.00	
Equipment Repair & Maintenance	500.00	-	500.00	20,660.25	500.00	
Vehicle Repair & Maintenance	1,000.00	67.20	1,000.00	1,689.85	1,000.00	
Printing, Copying & Binding	3,200.00	929.52	1,239.36	2,229.04	3,200.00	
Legal Advertising	600.00	296.18	394.91	426.32	600.00	
Advertising	-	25.31	33.75	-	-	Code Enf Board Meetings
Office Supplies	2,500.00	1,673.06	2,230.75	1,661.42	2,500.00	
Uniforms	700.00	618.00	700.00	490.00	700.00	
Fuel, Oil & Lubes	2,000.00	1,090.58	2,000.00	1,607.41	2,000.00	
Small Tools & Equipment	6,102.36	3,658.25	6,102.36	6,148.69	1,000.00	
Computer Software Subscriptions					8,636.04	See IT Budget
Computer Equipment						See IT Budget
Other Operating Supplies	6,285.00	2,090.38	6,285.00	2,550.52	200.00	
Publications & Subscriptions	4,000.00	182.42	4,000.00	978.13	4,000.00	
Memberships	2,000.00	515.00	686.67	679.00	2,000.00	
Training & Education	7,500.00	4,265.89	5,687.85	1,117.95	22,198.82	

GENERAL FUND - EXPENDITURES	APPROPRIATED	SPENT AS	FORECAST TO	FY19	PROPOSED	
DEPARTMENT - BUILDING DEPARTMENT	FY20	6/30/2020	BE SPENT AS	ACTUAL	FY21	DESCRIPTION
<u>Personnel Services</u>						
<u>Total Operating Expenditures</u>	59,822.36	35,484.33	57,617.55	60,991.69	79,186.98	
<u>Capital Outlay</u>						
Buildings	12,500.00	3,308.76	12,500.00	0.07	-	
Software	-	-	-	-	-	
Vehicles	36,000.00	-	36,000.00	27,838.58	-	
Office Equipment	33,000.00	17,063.44	33,000.00	3,515.88	-	
	-	-	-	-	-	
<u>Total Capital Outlay</u>	81,500.00	20,372.20	81,500.00	31,354.53	-	
<u>Total For Building Department</u>	430,379.36	249,915.02	403,396.40	341,733.33	385,965.87	Covered by Revenue

GENERAL FUND - EXPENDITURES	APPROPRIATED FY20	SPENT AS 6/30/2020	FORECAST TO BE SPENT AS OF 9/30/20	FY19 ACTUAL	PROPOSED FY21	DESCRIPTION
<u>DEPARTMENT - GARBAGE SERVICES</u>						
<u>Personnel Services</u>						
Regular Salaries	247,874.00	172,515.14	236,073.35	222,506.65	238,126.60	Update to 27% of PW Cost
Overtime	8,000.00	3,693.49	5,054.25	10,625.85	8,000.00	V
Certificate Incentive	-	-	-	-	-	V
Sick Leave Incentive	1,000.00	481.77	963.54	1,117.48	2,000.00	V
FICA	19,651.00	12,315.14	16,852.30	16,324.08	18,982.00	V
Retirement	28,820.00	19,849.85	26,466.47	22,973.28	31,402.44	V
Life & Health Insurance	83,147.00	56,864.21	75,818.95	68,842.59	60,887.41	V
Workers Comp	28,575.00	26,699.96	35,599.95	28,574.96	11,632.23	Update for RFP
Unemployment Comp	-	-	-	39.28	-	
Total Personnel Services	417,067.00	292,419.56	396,828.80	371,004.17	371,030.68	
<u>Operating Expenditures</u>						
Other Contractual Services	130,000.00	103,716.75	138,289.00	130,868.99	150,000.00	Recycle Contract, temp labor
Telephone	4,900.00	3,419.34	4,559.12	4,650.17	3,300.00	
Electricity	1,600.00	809.81	1,079.75	1,182.32	1,600.00	
Water & Sewer	800.00	543.44	724.59	1,175.21	800.00	
Equipment Leases	650.00	480.24	640.32	640.32	650.00	Copier
Liability Insurance	1,500.00	1,137.40	1,516.53	1,213.77	1,590.72	Update for RFP
Building/Property Insurance	5,000.00	5,173.08	6,897.44	4,344.37	5,723.88	Update for RFP
Equipment Repair & Maintenance	1,500.00	-	1,500.00	2,556.21	1,500.00	
Vehicle Repair & Maintenance	49,063.00	18,826.79	25,102.39	37,637.99	30,000.00	
Advertising	300.00	62.47	93.71	-	300.00	Employment ads
Solid Waste Disposal	190,000.00	134,943.29	202,414.94	164,619.76	190,000.00	
Office Supplies	400.00	352.71	470.28	358.37	600.00	
Uniforms	400.00	-	400.00	205.09	400.00	
Fuel, Oil & Lubes	27,000.00	15,166.94	24,000.00	25,229.90	27,000.00	
Small Tools & Equipment	1,500.00	349.80	466.40	751.12	1,000.00	Power & hand tools
Medical Supplies	100.00	-	100.00	-	100.00	
Computer Software Subscriptions					7,628.73	See IT Budget
Computer Equipment					3,000.00	See IT Budget
Other Operating Supplies/Expenses	7,910.00	10,931.62	11,000.00	6,243.66	4,500.00	FY20 Recycle Bins, postage-non-ad valorem
Publications & Subscriptions	30.00	23.19	30.00	-	30.00	
Memberships	120.00	-	120.00	-	120.00	
Training & Education	1,000.00	-	1,000.00	-	810.00	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY20</u>	<u>SPENT AS 6/30/2020</u>	<u>FORECAST TO BE SPENT AS OF 9/30/20</u>	<u>FY19 ACTUAL</u>	<u>PROPOSED FY21</u>	<u>DESCRIPTION</u>
<u>DEPARTMENT - GARBAGE SERVICES</u>						
<u>Total Operating Expenditures</u>	423,773.00	295,936.87	420,404.45	381,677.25	430,653.33	
<u>Capital Outlay</u>						
Office Equipment	-	-	-	(0.44)	-	
Vehicles	-	-	-	216,449.43	-	
Other Equipment	-	-	-	-	-	
<u>Total Capital Outlay</u>	-	-	-	216,448.99	-	
<u>Total for Garbage/Solid Waste</u>	840,840.00	588,356.43	817,233.25	969,130.41	801,684.01	

GENERAL FUND - EXPENDITURES	APPROPRIATED FY20	SPENT AS 6/30/2020	FORECAST TO BE SPENT AS OF 9/30/20	FY19 ACTUAL	PROPOSED FY21	DESCRIPTION
<u>DEPARTMENT - PARKS & RECREATION</u>						
<u>Personnel Services</u>						
				-		
Regular Salaries	-	-	-	-	114,653.55	Update to 13% of PW Cost
Overtime	-	-	-	-	2,000.00	V
Certificate Incentive	-	-	-	-	-	V
Sick Leave Incentive	-	-	-	-	500.00	V
FICA	-	-	-	-	8,962.25	V
Retirement	-	-	-	-	14,328.86	V
Life & Health Insurance	-	-	-	-	29,316.16	V
Workers Comp	-	-	-	-	5,600.70	V
Total Personnel Services	-	-	-	-	175,361.51	
<u>Operating Expenditures</u>						
Telephone	-	-	-	-	1,450.00	Verizon, Windstream
Electricity	2,000.00	872.39	1,163.19	995.71	2,500.00	Add'l Bathroom 1/2 year
Water	6,000.00	4,598.33	6,131.11	8,283.29	7,500.00	Add'l Bathroom 1/2 year
Facility Maintenance	1,912.00	1,920.72	1,912.00	708.57	2,500.00	Add'l Bathroom 1/2 year
Equipment Repair/Maintenance	6,088.00	816.35	5,000.00	57,594.50	7,000.00	
Fireworks	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	BBO Fireworks (TDC Grant)
Special Events	-	-	-	-	-	
Beach Blast Off Event	40,000.00	34,594.54	34,594.54	46,634.07	76,651.00	Offset by Vendor Fees/Sponsors/C
Arbor Day Event	1,000.00	50.00	1,000.00	951.73	1,000.00	Offset by Sponsorships
Veterans' Day Event	1,000.00	830.25	830.25	968.94	1,000.00	Offset by Sponsorships
Other Event Related Expenses	1,600.00	772.54	1,600.00	839.75	1,600.00	
Fuel, Oil, Lubes	-	-	-	-	1,000.00	Veh #55 Fuel
Computer Software Subscriptions	-	-	-	-	1,727.91	See IT Budget
Computer Equipment	-	-	-	-	-	See IT Budget
Other Operating Supplies/Exp	2,000.00	671.85	2,000.00	2,929.87	2,000.00	
Training & Education	1,200.00	-	1,200.00	1,112.00	1,590.00	Pool School
Total for Operating Expenditures	87,800.00	70,126.97	80,431.08	146,018.43	132,518.91	
<u>Capital Outlay</u>						
Building	-	-	-	-	-	
Parks/Recreation	200,000.00	-	17,500.00	2,140.00	280,000.00	Ocean Hammock Park
Beach Related Improvements	-	-	-	0.42	-	Impr/Lakeside Park Walkway
Other Equipment	-	-	-	-	-	Rehab
Grants/Matching Funds	-	-	-	-	-	
Total Capital Outlay	200,000.00	-	17,500.00	2,140.42	280,000.00	
Total for Parks & Recreation	287,800.00	70,126.97	97,931.08	148,158.85	412,518.91	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY20</u>	<u>SPENT AS 6/30/2020</u>	<u>FORECAST TO BE SPENT AS OF 9/30/20</u>	<u>FY19 ACTUAL</u>	<u>PROPOSED FY21</u>	<u>DESCRIPTION</u>
<u>DEPARTMENT-ECONOMIC ENVIRONMENT</u>						
Advertising	250.00	-	250.00	250.00	250.00	Florida League of Cities Conf Prog
<u>DEPARTMENT - HUMAN SERVICES</u>						
Other Operating Supplies/Expenses	-	-	-	-	-	
<u>INTRAGOVERNMENTAL TRANSFERS OUT</u>						
Intragovernmental Transfer to Road & Bridge Fund	792,135.00	594,101.25	792,135.00	1,174,347.00	822,034.98	Subsidy fr GF necessary to aid R&B Fund
Intragovernmnl Transfer to Economic Stimulous	-	-	-	-	-	
Intragovernmental Transfer to Debt Service Fund	363,159.00	272,369.25	363,159.00	362,178.00	351,028.00	Trans to DSF for 2016 A,C & D Bonds
Intrafund Transfer-Capital Projects Fund				10,704.00		
Contingencies	156,473.48	-	-	-	116,385.62	Amt trans to exp accts for pymts of emergency and/or contingency exp
TOTALS:	1,311,767.48	866,470.50	1,155,294.00	1,547,229.00	1,289,448.60	
TOTAL EXPENDITURES:	7,220,884.78	4,810,488.08	6,768,794.05	7,133,072.46	7,317,237.82	
Revenues Less Expenditures	-	436,062.36	229,854.30	(552,269.06)	0.00	

ROAD & BRIDGE - REVENUE ACCOUNTS	APPROPRIATED FY20	RECEIVED AS 6/30/2020	FORECAST TO BE REC'D. AS OF 9/30/20	FY19 ACTUAL	PROPOSED FY21	DESCRIPTION
ACCOUNT NAME						
TAXES						
Local Option Gas Tax (State)	245,764.00	128,139.09	210,060.00	239,982.51	196,612.00	Reduced 20% from typical year-State EDI COVID
LICENSES & PERMITS						
Permits-Right of Way						
Permits-Roads & Streets						
Impact Fees -Residential-Transportation	50,000.00	148,725.86	148,725.86	143,654.50	124,729.00	BL
Impact Fees-Commercial-Transportation	-	-	-	-	73,416.00	BL
INTERGOVERNMENTAL						
State Grants	675,000.00	5,295.00	5,295.00	153,865.30	55,000.00	Vulnerability FDEP Grant
State Revenue Sharing	54,067.00	33,370.70	49,561.42	52,985.52	49,500.00	Reduced 10% from typical year-State EDI COVID
Fuel Tax Refund	5,800.00	1,383.99	4,767.98	5,807.16	5,200.00	Reduced 10% from typical year-State EDI COVID
Local Gov't Unit Grant-Physical Environment	167,366.00	125,524.26	167,366.00	167,365.68	167,366.00	Loan Pymt-Cnty
TDC Funds	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	
CHARGES FOR SERVICES						
Other Charges for Services	48,328.00	40,882.87	48,328.00	49,472.90	48,328.00	
Beautification	-	133.00	-	665.00	-	
Refund of Prior Years Expenditures	-	124.35	-	-	-	
INTEREST INCOME						
Interest on Investments	10.00	-	-	0.51	10.00	
Interest on State Board of Admin	200.00	78.38	156.76	187.19	200.00	
Other Miscellaneous Revenue	-	-	-	-	-	
TRANSFERS						
Intragovernmental Transfer From General Fund	792,135.00	594,101.25	792,135.00	1,174,347.00	822,034.98	
Transportation Assgnd Fund	-	-	-	-	-	
Impact Fees Reserve - Roads	300,000.00	-	-	-	-	
Debt Proceeds	-	-	-	-	-	
TOTAL REVENUES ROAD & BRIDGE	2,358,670.00	1,097,758.75	1,446,396.02	2,008,333.27	1,562,395.98	

	APPROPRIATED FY20	SPENT AS 6/30/2020	BE SPENT AS OF 9/30/20	FY19 ACTUAL	PROPOSED FY21
<u>ROAD & BRIDGE - EXPENDITURES</u>					
<u>Personnel Services</u>					
Regular Salaries	384,632.00	268,357.63	367,226.23	345,400.02	335,141.15
Overtime	14,000.00	5,731.26	7,842.78	16,497.29	14,000.00
Certificate Incentive	-	-	-	-	-
Sick Leave Incentive	1,100.00	747.40	1,494.80	720.72	1,100.00
FICA	30,580.00	19,000.35	28,807.13	25,093.28	26,794.00
Retirement	44,720.00	31,087.26	41,449.68	35,648.21	44,364.53
Life & Health Insurance	129,020.00	88,237.51	117,650.01	107,052.58	85,693.39
Workers Comp	13,385.00	12,708.09	16,944.12	13,384.22	16,371.28
Total Personnel Services	617,437.00	425,869.50	581,414.75	543,796.32	523,464.34
<u>Operating Expenditures</u>					
Engineering Fees	20,000.00	5,495.00	20,000.00	-	20,000.00
Audit Fees	4,500.00	3,800.00	3,800.00	4,300.00	4,500.00
Other Contractual Services	25,000.00	9,155.39	12,207.19	13,295.40	15,000.00
Telephone	5,000.00	3,700.65	4,934.20	5,310.43	4,100.00
Electricity	24,000.00	13,900.38	20,850.57	19,596.38	24,000.00
Water & Sewer	1,200.00	959.70	1,279.60	1,304.47	1,300.00
Equipment Leases	705.00	722.86	963.81	1,077.09	1,100.00
Liability Insurance	3,201.00	3,588.35	4,784.47	4,178.08	6,044.68
Building/Property Insurance	6,092.00	9,245.40	12,327.20	7,494.01	9,035.16
Facility Maintenance	-	-	-	9,089.54	-
Equipment Repair & Maintenance	9,000.00	5,140.08	6,000.00	77,566.40	9,000.00
Vehicle Repair & Maintenance	12,000.00	15,744.20	17,000.00	15,151.19	12,000.00
Drainage Maint./Repairs-Non Capital	-	-	-	-	10,000.00
Printing, Copying & Binding	81.00	-	81.00	-	81.00
Advertising	750.00	-	750.00	319.05	750.00
Other Expenses	-	-	-	(1.36)	-
Office Supplies	500.00	266.40	500.00	443.45	500.00
Uniforms	1,000.00	322.00	1,000.00	403.22	1,000.00
Fuel, Oil & Lubes	14,000.00	10,681.49	12,000.00	14,390.28	14,000.00
Small Tools & Equipment	4,089.00	3,816.20	4,000.00	3,015.44	4,100.00
Medical Supplies	100.00	-	100.00	-	100.00
Landscaping Plants and Supplies	10,000.00	5,585.23	10,000.00	5,340.80	10,000.00
Computer Software Subscriptions					8,050.80
Computer Equipment					1,500.00

	APPROPRIATED FY20	SPENT AS 6/30/2020	BE SPENT AS OF 9/30/20	FY19 ACTUAL	PROPOSED FY21
Other Operating Supplies/Expense	14,543.00	11,230.08	14,543.00	4,302.09	5,135.00
Streets & Right Of Way	50,000.00	16,061.56	21,415.41	51,925.72	75,000.00
Street Lighting	56,000.00	41,711.80	56,000.00	53,997.82	60,000.00
Publications & Subscriptions	150.00	-	150.00	-	150.00
Memberships	706.00	712.00	712.00	706.00	720.00
Training & Education	1,250.00	394.00	1,250.00	625.00	1,400.00
Total Operating Expenditures	263,867.00	162,232.77	226,648.45	293,830.50	298,566.64
Capital Outlay					
Paving	215,000.00	24,740.85	25,000.00	-	360,000.00
Parking Areas	-	-	-	0.29	-
Office Equipment	-	-	-	-	-
Sidewalk/Bike Paths	-	-	-	-	-
Beautification Project	10,000.00	422.39	750.00	0.24	-
Nights of Lights	20,000.00	3,928.95	3,928.95	-	25,000.00
Drainage	130,000.00	4,902.21	10,000.00	580,334.34	170,000.00
Storm Drains	-	-	-	-	-
Mizell Pond Weir Rehabilitation	900,000.00	25,077.50	50,000.00	-	-
Vehicles	35,000.00	34,812.00	35,000.00	73,435.50	-
Other Equipment	-	-	-	2,182.47	18,000.00
Fund Balance Stabilization	-	-	-	-	-
Intrafund Trans-Capital Projects Fund	-	-	-	6,042.00	-
Total Capital Outlay	1,310,000.00	93,883.90	124,678.95	661,994.84	573,000.00
Debt Payment					
Loan Principal	117,342.00	58,245.84	117,348.00	113,989.29	120,793.00
Loan Interest	50,024.00	25,437.00	50,024.00	53,376.39	46,572.00
Total Debt Payment	167,366.00	83,682.84	167,372.00	167,365.68	167,365.00
Total Road & Bridge Expenditures	2,358,670.00	765,669.01	1,100,114.15	1,666,987.34	1,562,395.98
Revenues less Expenditures	-	332,089.74	346,281.86	341,345.93	(0.00)

<u>DEBT SERVICE FUND REVENUE ACCOUNTS*</u>	<u>APPROPRIATED FY20</u>	<u>RECEIVED AS 6/30/20</u>	<u>FORECAST TO BE REC'D. AS OF 9/30/20</u>	<u>FY19 ACTUAL</u>	<u>PROPOSED FY21</u>	<u>DESCRIPTION</u>
<u>ACCOUNT NAME</u>						
AD VALOREM - VOTED DEBT	676,037.00	610,233.49	610,233.49	610,354.04	687,071.00	.50 Millage Rate, 95% collected
AD VALOREM TAXES-DELINQUENT	-	58.29	30.47	424.71	-	
INTEREST ON INVESTMENTS	1,500.00	-	1,500.00	0.00	1,500.00	
REFUND OF PRIOR YEARS EXPENDITURES	-	-	-	0.00	-	Total bonds A,C,D
INTRAGOVERNMENTAL TRANSFERS IN	363,159.00	272,369.25	363,159.00	362,178.00	351,028.00	
CONTRIBUTION FROM SINKING FUND RESERVE	-	-	-	0.00	-	
TOTAL REVENUES - DEBT SERVICE FUND	1,040,696.00	882,661.03	974,922.96	972,956.75	1,039,599.00	
	<u>APPROPRIATED FY19</u>	<u>SPENT AS OF 7/31/19</u>	<u>BE SPENT AS OF 9/30/19</u>	<u>FY18 ACTUAL</u>	<u>PROPOSED FY20</u>	
<u>DEBT SERVICE FUND EXPENSE ACCOUNTS</u>						
LOAN PRINCIPAL	394,046.99	379,046.99	394,046.99	367,057.03	396,143.82	
LOAN INTEREST	200,746.14	194,896.08	200,746.14	208,636.04	188,621.14	
DEBT SERVICE FEES	7,980.00	7,661.03	7,980.00	8,120.18	7,755.00	
SINKING FUND CONTRIBUTION	437,922.87	-	-	-	447,079.04	
TOTAL EXPENDITURES - DEBT SERVICE FUND	1,040,696.00	581,604.10	602,773.13	583,813.25	1,039,599.00	
<u>REVENUES LESS EXPENDITURES</u>	-	301,056.93	372,149.83	389,143.50	-	

<u>CAPITAL PROJECT-WEIR REVENUE ACCOUNTS*</u>	<u>APPROPRIATED FY20</u>	<u>RECEIVED AS 6/30/20</u>	<u>FORECAST TO BE REC'D. AS OF 9/30/20</u>	<u>FY19 ACTUAL</u>	<u>PROPOSED FY21</u>	<u>DESCRIPTION</u>
<u>ACCOUNT NAME</u>						
STATE GRANTS					1,800,000.00	Weir - 75% FEMA, 25% SJWMD
DEBT PROCEEDS	-	-	-	0.00	2,528,281.00	Bank Note-Weir-\$2,528,281
	-	-	-	0.00	-	
TOTAL REVENUES - CAPITAL PROJECT-WEIR	-	-	-	-	4,328,281.00	

	<u>APPROPRIATED FY19</u>	<u>SPENT AS OF 7/31/19</u>	<u>BE SPENT AS OF 9/30/19</u>	<u>FY18 ACTUAL</u>	<u>PROPOSED FY20</u>	
Mizell Pond Weir Rehabilitation	-	-	-	-	4,328,281.00	Full Debt for Loan on project- \$2,528,281. 75% FEMA, 25% BT SJRWMD-CY Reimb, \$1.8M
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
TOTAL EXPENDITURES - DEBT SERVICE FUND	-	-	-	-	4,328,281.00	
<u>REVENUES LESS EXPENDITURES</u>	-	-	-	-	-	

Position Id Descript	Last Name, Suffix	Hire Date	Reg. Rate	Base Salary	1.6% COLA	Step Increase	FY21 Wages	FY21 Hourly	FICA	FRS	HEALTH	DENTAL	VISION	LIFE	TOTAL BENEFITS	TOTAL SALARY & BENEFITS
COMMISSIONER	ENGLAND	1/1/2015	0.0000	7,907.65	126.52	-	8,034.17		614.61	843.59	-	-	-	-	1,458.20	9,492.37
COMMISSIONER	GEORGE	1/3/2011	0.0000	6,588.84	105.42	-	6,694.26		512.11	702.90	-	-	-	-	1,215.01	7,909.27
COMMISSIONER	KOSTKA	1/1/2017	0.0000	6,588.84	105.42	-	6,694.26		512.11	702.90	-	-	-	-	1,215.01	7,909.27
COMMISSIONER	RUMRELL	4/1/2019	0.0000	6,588.84	105.42	-	6,694.26		512.11	702.90	-	-	-	-	1,215.01	7,909.27
COMMISSIONER	SAMORA	12/4/2017	0.0000	6,588.84	105.42	-	6,694.26		512.11	702.90	-	-	-	-	1,215.01	7,909.27
				34,263.01			34,811.21		2,663.06	3,655.18	-	-	-	-	6,318.23	41,129.44
CITY MANAGER	ROYLE	7/24/1989	58.2736	121,209.14	1,939.35	3,636.27	126,784.76	60.95	9,699.03	35,141.57	7,593.24	182.52	31.08	60.00	52,707.44	179,492.20
IT SPECIALIST	ADAMS JR	3/7/2013	21.4381	44,591.20	713.46	1,224.48	46,529.14	22.37	3,559.48	4,885.56	7,593.24	182.52	31.08	120.00	16,371.88	62,901.02
RECORDS CLERK	CADWALLADER	8/6/2009	16.2782	27,086.88	433.39	774.73	28,295.00	17.00	2,164.57	2,970.98	7,593.24	182.52	31.08	120.00	13,062.38	41,357.38
FINANCE ASSISTANT - REMOVED FY21	TBN	TBD	0.0000	-			-		-	-	-	-	-	-	-	-
EVENTS COORDINATOR/PIO	CONLON	2/10/2020	18.2692	38,000.00	608.00	1,026.50	39,634.50	19.06	3,032.04	4,161.62	7,593.24	182.52	31.08	120.00	15,120.50	54,755.00
FINANCE DIRECTOR	DOUYLLIEZ	8/18/2014	34.4011	71,554.46	1,144.87	2,423.31	75,122.64	36.12	5,746.88	20,822.12	18,223.78	182.52	31.08	120.00	45,126.38	120,249.02
DEPUTY CITY CLERK	FITZGERALD	5/16/2016	17.2739	35,929.74	574.88	1,101.89	37,606.51	18.08	2,876.90	3,948.68	7,593.24	182.52	31.08	120.00	14,752.42	52,358.93
IT MANAGER	JOHNS	10/1/2002	31.2500	65,000.00	1,040.00	1,865.65	67,905.65	32.65	5,194.78	18,821.75	18,223.78	182.52	31.08	120.00	42,573.91	110,479.56
PT FINANCE ASSISTANT	MUDRICK	10/8/2019	16.0000	33,280.00	532.48	970.08	21,739.10	16.72	1,663.04	2,282.61	-	-	-	120.00	4,065.65	25,804.75
CITY CLERK	RADDATZ	9/21/2015	32.5167	67,634.64	1,082.15	1,851.30	70,568.09	33.93	5,398.46	19,559.71	7,593.24	182.52	31.08	120.00	32,885.01	103,453.10
				-			-	-	-	-	-	-	-	-	-	-
				383,076.92			387,400.63		29,636.15	77,453.02	74,413.75	1,277.64	217.56	960.00	183,958.12	571,358.75
EXECUTIVE ASSISTANT	MILLER	8/31/1998	29.5090	61,378.74	982.06	1,517.23	63,878.03	30.71	4,886.67	11,009.38	7,593.24	182.52	31.08	120.00	23,822.89	87,700.92
DIRECTOR OF BUILDING & ZONING (50%)	LAW						41,835.60		3,200.42	11,595.78	3,796.62	91.26	15.54	60.00	18,754.59	60,590.18
							105,713.63		8,087.09	22,605.16	11,389.86	273.78	46.62	180.00	42,577.47	148,291.10
POLICE CHIEF	HARDWICK	1/7/2013	49.6407	103,252.74	1,652.04	3,097.58	108,002.36	51.92	8,262.18	26,949.29	18,223.78	-	-	120.00	53,555.25	161,557.61
POLICE SERGEANT	ABEL	4/4/2016	26.7899	55,723.00	891.57	1,832.19	61,369.10	28.10	4,694.74	15,313.12	7,593.24	182.52	31.08	120.00	27,934.70	89,303.80
ADMINISTRATIVE ASSISTANT	ADERHOLD	8/15/2019	22.7740	31,580.00	505.28	1,021.83	30,170.00	14.50	2,308.01	3,167.85	18,223.78	182.52	31.08	120.00	24,033.23	54,203.23
COMMANDER	ASHLOCK	3/1/2017	36.1711	75,235.89	1,203.77	2,239.67	78,679.33	37.83	6,018.97	19,632.46	18,223.78	182.52	31.08	120.00	44,208.81	122,888.14
POLICE OFFICER	BRYANT	9/23/2019	19.2596	40,060.00	640.96	1,356.70	44,160.54	20.22	3,378.28	11,019.16	12,111.18	182.52	31.08	120.00	26,842.22	71,002.76
LIEUTENANT	CARSWELL	7/20/2006	32.5376	67,678.27	1,082.85	2,022.92	70,784.04	34.03	5,414.98	17,662.39	7,593.24	182.52	31.08	120.00	31,004.21	101,788.25
CORPORAL	CLINE	7/25/2013	25.6510	53,354.00	853.66	1,422.40	58,411.57	26.75	4,468.48	14,575.15	7,593.24	182.52	31.08	120.00	26,970.47	85,382.04
POLICE OFFICER	EVANS	11/18/2019	19.2596	40,060.00	640.96	1,356.70	44,160.54	20.22	3,378.28	11,019.16	-	-	-	120.00	14,517.44	58,677.98
POLICE OFFICER	GIANNOTTA	12/18/2017	20.4986	42,637.19	682.20	1,356.70	46,909.89	21.48	3,588.61	11,705.19	12,111.18	182.52	31.08	120.00	27,738.58	74,648.47
POLICE SERGEANT	GILLESPIE	3/21/2013	28.7233	59,744.54	955.91	1,832.19	65,659.27	30.06	5,022.93	16,383.63	7,593.24	182.52	31.08	120.00	29,333.41	94,992.68
POLICE OFFICER	GREEN	9/10/2018	19.8374	41,261.80	660.19	1,356.70	45,442.62	20.81	3,476.36	11,339.07	7,593.24	182.52	31.08	120.00	22,742.27	68,184.89
POLICE SERGEANT	HAMMONDS	10/2/2003	27.6829	57,580.43	921.29	1,832.19	63,350.60	29.01	4,846.32	15,807.56	12,111.18	182.52	31.08	120.00	33,098.66	96,449.26
ADMINISTRATIVE LIEUTENANT	HARRELL	8/4/2014	26.7690	55,679.47	890.87	1,517.23	58,087.57	27.93	4,443.70	6,099.20	-	-	-	120.00	10,662.89	68,750.47
POLICE OFFICER	JENSEN	10/12/2015	21.3073	44,319.26	709.11	1,356.70	48,704.32	22.30	3,725.88	12,152.95	7,593.24	182.52	31.08	120.00	23,805.67	72,509.99
POLICE OFFICER	KELLY	2/2/2009	24.1289	50,188.20	803.01	1,356.70	54,965.31	25.17	4,204.85	13,715.22	18,223.78	182.52	31.08	120.00	36,477.44	91,442.75
POLICE OFFICER	LEWIS	11/2/2015	21.3073	44,319.26	709.11	1,356.70	48,704.32	22.30	3,725.88	12,152.95	7,593.24	182.52	31.08	120.00	23,805.67	72,509.99
POLICE OFFICER	MARTINEZ	1/23/2006	24.2540	50,448.41	807.17	1,356.70	55,242.90	25.29	4,226.08	13,784.48	-	-	-	120.00	18,130.57	73,373.46
POLICE OFFICER	MCNETT	5/11/2020	18.2212	40,060.00	640.96	2,160.00	45,004.01	20.61	3,442.81	11,229.63	7,593.24	182.52	31.08	120.00	22,599.27	67,603.28
POLICE SERGEANT	PADGETT	2/27/2017	26.0096	54,100.00	865.60	1,832.19	59,637.68	27.31	4,562.28	14,881.09	7,593.24	182.52	31.08	120.00	27,370.21	87,007.89
ADMINISTRATIVE ASSISTANT	PARRISH	2/27/2017	17.2847	35,952.09	575.23	1,021.83	37,549.15	18.05	2,872.51	3,942.66	7,593.24	182.52	31.08	120.00	14,742.01	52,291.16
POLICE OFFICER	PRESTON	7/6/2017	20.4986	42,637.19	682.20	1,356.70	46,909.89	21.48	3,588.61	11,705.19	7,593.24	182.52	31.08	120.00	23,220.64	70,130.53
POLICE OFFICER	POWELL	8/27/2020	24.9817	40,060.00	640.96	1,356.70	42,057.66	20.22	3,217.41	10,494.44	7,593.24	182.52	31.08	120.00	21,638.69	63,696.35
POLICE OFFICER	WRIGHT	6/12/2017	21.3287	44,723.74	715.58	1,356.70	49,135.82	22.50	3,758.89	12,260.62	7,593.24	182.52	31.08	120.00	23,946.35	73,082.17
POLICE OFFICER	YOUNGBLOOD	1/7/2019	19.2596	41,020.00	656.32	2,356.70	46,234.67	21.17	3,536.95	11,536.71	7,593.24	182.52	31.08	120.00	23,000.50	69,235.17
				1,211,675.48			1,309,333.18		100,163.99	308,529.15	215,534.00	3,650.40	621.60	2,880.00	631,379.14	1,940,712.32
DIRECTOR BUILDING & ZONING (50%)	LAW	12/4/2017	39.5930				41,835.60		3,200.42	11,595.78	3,796.62	91.26	15.54	60.00	18,754.59	60,590.18
BUILDING INSPECTOR	BROWN	3/28/2005	27.7531	57,726.52	923.62	1,319.17	59,969.31	28.83	4,587.65	6,296.78	7,593.24	182.52	31.08	120.00	18,811.27	78,780.58
PERMIT TECH	VACANT	TBD	17.7885	37,000.00	592.00		37,592.00	30.12	2,875.79	3,947.16	7,593.24	182.52	31.08	120.00	14,749.79	52,341.79
CODE ENFORCEMENT OFFICER	THOMPSON	3/11/2019	17.3345	37,600.00	601.60	1,273.39	39,474.99	18.98	3,019.84	4,144.87	7,593.24	182.52	31.08	120.00	15,091.55	54,566.54
PERMIT SPECIALIST	PIEROTTI	7/19/2018	18.2368	37,923.51	606.78	951.25	39,481.54	18.98	3,020.34	4,145.56	7,593.24	182.52	31.08	120.00	15,092.74	54,574.27
				170,250.03			218,353.44		16,704.04	30,130.16	34,169.58	821.34	139.86	540.00	82,499.93	300,853.37
EQUIPMENT OPERATOR	ANDREWS III	1/24/2013	17.3341	36,055.01	576.88	1,048.92	37,680.81	18.12	2,882.58	3,956.49	12,111.18	182.52	31.08	120.00	19,283.85	56,964.66
EQUIPMENT OPERATOR	CROSS	10/9/2015	15.6479	32,547.77	520.76	1,048.92	34,117.45	16.40	2,609.99	3,582.33	7,593.24	182.52	31.08	120.00	14,119.16	48,236.61

FY21																	TOTAL
Position Id	Descript	Last Name, Suffix	Hire Date	Reg. Rate	Base Salary	1.6% COLA	Step Increase	FY21 Wages	Hourly	FICA	FRS	HEALTH	DENTAL	VISION	LIFE	TOTAL BENEFITS	SALARY & BENEFITS
SERVICE WORKER II		FAHEY	3/13/2019	16.2067	33,710.04	539.36	949.76	35,199.16	16.92	2,692.74	3,695.91	7,593.24	182.52	31.08	120.00	14,315.49	49,514.65
SERVICE WORKER I		FOWLER	7/2/2019	13.4824	28,043.40	448.69	904.51	29,396.60	14.13	2,248.84	3,086.64	7,593.24	182.52	31.08	120.00	13,262.32	42,658.93
ASSISTANT DIRECTOR PUBLIC WORK		GATCHELL	8/28/1989	36.4721	75,862.00	1,213.79	1,212.84	78,288.63	37.64	5,989.08	8,220.31	13,705.75	182.52	31.08	120.00	28,248.74	106,537.37
SERVIE WORKER I		GRIBBLE	8/16/2019	13.4824	28,043.40	448.69	904.51	29,396.60	14.13	2,248.84	3,086.64	7,593.24	182.52	31.08	120.00	13,262.32	42,658.93
FOREMAN SANITATION		GRAY	10/1/1990	25.6487	53,349.34	853.59	1,225.16	55,428.09	26.65	4,240.25	5,819.95	13,705.75	182.52	31.08	120.00	24,099.55	79,527.64
SERVICE WORKER I		VACANT		13.4824	28,043.40	448.69	1,402.17	29,894.26	14.37	2,286.91	3,138.90	7,593.24	182.52	31.08	120.00	13,352.65	43,246.91
ADMINISTRATIVE ASSISTANT		HASKINS	5/23/2012	19.9196	41,432.94	662.93	1,021.83	43,117.70	20.73	3,298.50	4,527.36	13,705.75	182.52	31.08	120.00	21,865.21	64,982.91
FOREMAN ROADS AND STREETS		JONES	5/17/1993	25.0544	52,113.29	833.81	1,225.16	54,172.26	26.04	4,144.18	5,688.09	7,593.24	182.52	31.08	120.00	17,759.11	71,931.37
FOREMAN GROUNDS		LARGE	11/22/1993	25.0564	52,117.34	833.88	1,225.16	54,176.38	26.05	4,144.49	5,688.52	18,223.78	182.52	31.08	120.00	28,390.39	82,566.77
DRAINAGE FOREMAN		ORLANDO	3/14/1991	25.6260	53,302.22	852.84	1,225.16	55,380.22	26.63	4,236.59	5,814.92	13,705.75	182.52	31.08	120.00	24,090.86	79,471.08
SERVICE WORKER I		PINDZIA	1/8/2018	13.9318	28,978.18	463.65	904.51	30,346.34	14.59	2,321.50	3,186.37	7,593.24	182.52	31.08	120.00	13,434.70	43,781.04
SERVICE WORKER I		PORTER	6/1/2016	15.1556	31,523.81	504.38	904.51	32,932.70	15.83	2,519.35	3,457.93	7,593.24	182.52	31.08	120.00	13,904.13	46,836.83
EQUIPMENT OPERATOR		RAYMOND SR	4/21/2005	19.0730	39,672.02	634.75	1,048.92	41,355.69	19.88	3,163.71	4,342.35	13,705.75	182.52	31.08	120.00	21,545.41	62,901.10
SERVICE WORKER II		TEDDER	8/29/2013	17.2014	35,779.08	572.47	949.76	37,301.31	17.93	2,853.55	3,916.64	18,223.78	182.52	31.08	120.00	25,327.56	62,628.87
SERVICE WORKER I		THORNTON	8/12/2019	13.4824	28,043.40	448.69	904.51	29,396.60	14.13	2,248.84	3,086.64	7,593.24	182.52	31.08	120.00	13,262.32	42,658.93
FOREMAN BUILDINGS		TICHY	12/2/2011	19.1320	39,794.60	636.71	1,225.16	41,656.47	20.03	3,186.72	4,373.93	7,593.24	182.52	31.08	120.00	15,487.49	57,143.96
DIRECTOR PUBLIC WORKS		TREDIK	5/1/2019	47.2861	98,355.07	1,573.68	2,392.75	102,321.50	49.19	7,827.59	28,360.96	18,223.78	182.52	31.08	120.00	54,745.93	157,067.43
SERVICE WORKER II		WHITE	5/24/2018	13.9318	28,978.18	463.65	949.76	30,391.59	14.61	2,324.96	3,191.12	7,593.24	182.52	31.08	120.00	13,442.91	43,834.50
					845,744.49			881,950.38	-	67,469.20	110,221.99	218,836.91	3,650.40	621.60	2,400.00	403,200.11	1,285,150.49
							519	194,029.08	-	14,843.22	24,248.84	48,144.12	803.09	136.75	528.00	88,704.02	282,733.11
							534	238,126.60	-	18,216.69	29,759.94	59,085.97	985.61	167.83	648.00	108,864.03	346,990.63
							572	114,653.55	-	8,771.00	14,328.86	28,448.80	474.55	80.81	312.00	52,416.01	167,069.56
							541	335,141.15	-	25,638.30	41,884.36	83,158.03	1,387.15	236.21	912.00	153,216.04	488,357.19
DIRECTOR BUILDING & ZONING	LAW		12/4/2017	39.5930	82,353.54	1,317.66	-	83,671.20	40.23	6,400.85	23,191.56	7,593.24	182.52	31.08	109.92	37,509.17	121,180.37
							515	41,835.60	20.11	3,200.42	11,595.78	3,796.62	91.26	15.54	54.96	18,754.59	60,590.18
							524	41,835.60	20.11	3,200.42	11,595.78	3,796.62	91.26	15.54	54.96	18,754.59	60,590.18
Total Wages FY 19					\$2,909,951.35	Total Wages FY20		3,064,347.23		234,422.56	587,736.22	561,937.34	9,856.08	1,678.32	7,020.00	1,402,640.45	4,466,987.68
								\$ Incr of Wages	\$154,395.88								
								% Incr of Wages	5.31%								

Capital Projects-Public Works

	Priority	Funding Source	
		General Fund	Outside
Drainage Improvements	Critical	\$ 115,000.00	
Electrical Improvements	Critical	\$ 25,000.00	
Lakeside Park Walkway Rehab	Critical	\$ 30,000.00	
Mizell Pond	Critical		\$ 2,528,000.00
Ocean Hammock Park Phase II	Critical	\$ 100,000.00	\$ 100,000.00
Ocean Hammock Park Phase III	Critical	\$ 200,000.00	\$ 200,000.00
Resurfacing	Critical	\$ 360,000.00	
Roadway Safety	Critical	\$ 25,000.00	
Matrix Message Board Sign/Trailer	Critical	\$ 18,000.00	
3rd Lane Drainage	Important	\$ 120,000.00	
5th Street Dune Walkover	Important	\$ 40,000.00	
F450	Important	\$ 55,000.00	
Heavy Equipment Trailer	Important	\$ 25,000.00	
Multi-surface Vacuum	Important	\$ 4,000.00	
Parking Improvements	Important	\$ 123,000.00	
Pumps	Important	\$ 20,000.00	\$ 35,000.00
Roadway Construction	Important	\$ 60,000.00	
Sidewalk Improvements	Important	\$ 30,000.00	
Citywide Landscaping	Desirable	\$ 25,000.00	
F150	Desirable	\$ 35,000.00	
Public Works Facility Concept Plan	Desirable	\$ 35,000.00	
Repainting City Hall	Desirable	\$ 25,000.00	
Splash Park Shade Structure	Desirable	\$ 20,000.00	
		\$ 1,490,000.00	\$ 2,863,000.00

Impact Fees plus grant

CPI grant in July 2021? Can reduce by 75% and spread over two years

**Not capital. Various location improvements, operating expense

Possibly Port and Waterway or park impact fee

Possibly TDC or Port and Waterway

Possibly Dorian for \$35K

Impact Fees

Impact Fees

Total - Critical	\$ 873,000.00
Total - Important	\$ 477,000.00
Total - Desirable	\$ 140,000.00

IT Expenses				Departments										
Budget FY21				Legislaive	Executive	Adm/Fin	P&Z	Oth Gov't Svc	Law Enf	Bldg	Garbage	Park & Rec	R&B	
	Acct #	Total		1100	1200	1300	1500	1900	2100	2400	3400	7200	4100	
Archive Social	5280	\$4,788.00		\$4,788.00										\$4,788.00
AHA/Municode Web	5280	\$2,400.00		\$2,400.00										\$2,400.00
MCCI (Laserfiche)	4970	\$11,500.00		\$11,500.00										\$11,500.00
Municode	3170	\$3,300.00		\$3,300.00										\$3,300.00
MCSJ (Financial Software)	5280	\$6,380.00		\$63.80	\$127.60	\$625.24	\$108.46	\$774.79	\$1,639.66	\$293.48	\$950.88	\$457.83	\$1,338.27	\$6,380.00
MCSJ (Hosting)	5280	\$3,950.00		\$39.50	\$79.00	\$387.10	\$67.15	\$479.69	\$1,015.15	\$181.70	\$588.71	\$283.45	\$828.55	\$3,950.00
MCSJ (Hardware Maint)	5280	\$180.00				\$180.00								\$180.00
MCSJ (AR/Bus License)	5280	\$1,072.50				\$1,072.50								\$1,072.50
MCSJ (AR/WIPP-Misc)	5280	\$1,755.00				\$1,755.00								\$1,755.00
MCSJ (Permitting/Code Enf)	5280	\$4,768.00								\$4,768.00				\$4,768.00
MCSJ (AR/WIPP-Utility)	5280	\$3,790.00									\$3,790.00			\$3,790.00
Misc Software Needs	5280	\$2,500.00				\$2,500.00								\$2,500.00
Misc Sm Equip Repl	5230	\$1,500.00				\$1,500.00								\$1,500.00
Comp/Equip Repair	5281	\$1,000.00				\$1,000.00								\$1,000.00
Office 365	5280	\$13,104.00		\$1,440.00	\$240.00	\$1,920.00	\$360.00	\$327.36	\$6,816.00	\$840.00	\$401.76	\$193.44	\$565.44	\$13,104.00
Zoho Manage Engine	5280	\$890.00							\$890.00					\$890.00
Misc Computer Needs	5280	\$800.00						\$176.00			\$216.00	\$104.00	\$304.00	\$800.00
Office 365 Adv Threat	5280	\$3,960.00		\$900.00	\$60.00	\$480.00	\$90.00	\$105.60	\$1,740.00	\$210.00	\$129.60	\$62.40	\$182.40	\$3,960.00
Adobe Professional	5280	\$3,000.00				\$1,400.00	\$200.00		\$600.00	\$600.00	\$100.00		\$100.00	\$3,000.00
ESRI	5280	\$700.00											\$700.00	\$700.00
Adobe Creative Suite	5280	\$1,917.56				\$1,917.56								\$1,917.56
Hosting for P/U List	5280	\$150.00									\$150.00			\$150.00
SmartMCT Maint	5280	\$7,140.00							\$7,140.00					\$7,140.00
File OnQ Evidence Software	5280	\$4,000.00							\$4,000.00					\$4,000.00
APS Annual Maint	5280	\$400.00							\$400.00					\$400.00
Power DMS	5280	\$3,340.00							\$3,340.00					\$3,340.00
Power Details	5280	\$1,700.00							\$1,700.00					\$1,700.00
Parts-Upgrade Computers	5281	\$4,500.00							\$4,500.00					\$4,500.00
Barracuda Backup (PD, BD, Admin)	5280	\$ 4,800.00				\$ 1,600.00			\$ 1,600.00	\$ 1,600.00				\$4,800.00
ESET(City Wide)	5280	\$2,000.00				\$257.14	\$28.57	\$125.71	\$1,000.00	\$142.86	\$154.29	\$74.29	\$217.14	\$2,000.00
Identity Automation (2FA)	5280	\$ 400.00							\$ 400.00					\$400.00
Civil 3D Auto CAD (PWD)	5280	\$2,200.00											\$2,200.00	\$2,200.00
Barracuda Backup (PWD)	5280	\$2,000.00						\$440.00			\$540.00	\$260.00	\$760.00	\$2,000.00
SSL (Entrust)	5280	\$500.00							\$500.00					\$500.00
Firewall maintenance	5280	\$3,000.00				\$1,000.00		\$220.00	\$1,000.00		\$270.00	\$130.00	\$380.00	\$3,000.00
Managed IT Services (Net. Engineer)	5280	\$5,000.00				\$1,250.00		\$275.00	\$2,500.00		\$337.50	\$162.50	\$475.00	\$5,000.00
Domain Names (cityofsab,staugbch...)	5280	\$100.00				\$75.00			\$25.00					\$100.00
Panic Alarm Monitoring	5290	\$400.00				\$400.00								\$400.00
		\$114,885.06		\$24,431.30	\$506.60	\$19,319.54	\$854.18	\$2,924.15	\$40,805.81	\$8,636.04	\$7,628.73	\$1,727.91	\$8,050.80	\$114,885.06

IT Capital - FY21 Department Purchases

Dept.	Item	Quantity	Cost	Importance
Police Dept.	Panasonic FZ55	20	\$60,000.00	High
Police Dept.	Desktop (Parrish)	1	\$1,500.00	Low
Public Works	Desktop (Secretary)	1	\$1,500.00	Low
Public Works	Desktop (Ass. Director)	1	\$1,500.00	Low
Public Works	Desktop(Foreman)	1	\$1,500.00	Low
Public Works	Desktop(Foreman)	1	\$1,500.00	Low
Public Works	Full Matrix Sign	1	\$40,000.00	Low
Finance and Admin	Printer (Finance Assist.)	1	\$500.00	Medium
Finance and Admin	Desktop (Finance Assist.)	1	\$1,500.00	Low
Finance and Admin	Desktop (Finance Dir.)	1	\$1,500.00	Low
Finance and Admin	Desktop(City Manager)	1	\$1,500.00	Low
Finance and Admin	Desktop (Deputy Clerk)	1	\$1,500.00	Low
Finance and Admin	Laptop (Finance Dir.)	1	\$2,000.00	Low

INSURANCE
Budget FY21

<u>DESCRIPTION</u>	<u>ACCT #</u>	<u>TOTAL</u>	<u>512</u>	<u>513</u>	<u>515</u>	<u>519</u>	<u>521</u>	<u>524</u>	<u>534</u>	<u>572</u>	<u>541</u>
FMIT - General Liability	4510	\$49,320.00				\$26,632.80	\$22,687.20				
FMIT - Auto Liability	4510	\$15,907.00				\$477.21	\$6,521.87	\$1,272.56	\$1,590.70		\$6,044.66
FMIT - Auto Physical Damage	4520	\$11,826.00				\$354.78	\$4,848.66	\$946.08	\$1,182.60		\$4,493.88
FMIT - Property/Buildings	4520	\$37,844.00				\$13,245.40	\$9,082.56	\$6,433.48	\$4,541.28		\$4,541.28
FMIT - Workers Comp	2400	\$77,849.00	\$153.66	\$469.52	\$782.88	\$9,478.11	\$30,928.04	\$2,432.58	\$11,632.23	\$5,600.70	\$16,371.28
Wright National Flood - Police Dept	4520	\$4,129.00					\$4,129.00				
Wright National Flood - City Hall	4520	\$3,090.00				\$3,090.00					
Wright National Flood - Building C	4520	\$2,227.00				\$2,227.00					
The Hartford	4540	\$208.00	\$27.04	\$104.00				\$76.96			
Ace American - Statutory Insurance	4530	\$1,800.00					\$1,800.00				
Annual Total		\$204,200.00	\$181	\$574	\$783	\$55,505	\$79,997	\$11,162	\$18,947	\$5,601	\$31,451

MEMBERSHIPS
Budget FY 21

<u>DESCRIPTION</u>	<u>511</u>	<u>512</u>	<u>513</u>	<u>515</u>	<u>519</u>	<u>521</u>	<u>524</u>	<u>534</u>	<u>572</u>	<u>541</u>
Florida League of Cities	\$600									
Northeast Florida League of Cities	\$100									
Florida Shore and Beach Preservation Association	\$500									
American Coastal Coalition	\$500									
Miscellaneous memberships and allowance for increases	\$200									
St. Johns County Chamber of Commerce	\$700									
International City Manager's Association-REMOVED FY 20		\$0								
Florida County & City Managers Association		\$450								
Government Finance Officers Association (CFO)			\$180							
FL Govt Finance Officers Assoc. First Coast Chapter - REMOVED FY 21			\$0							
FL Govt Finance Officers Association (CFO & Fin Asst) - Reduced FY 21			\$50							
Florida Association of City Clerks (City Clerk & Deputy City Clerk)			\$150							
International Institute of Municipal Clerks (City Clerk & Deputy City Clerk)			\$310							
Toastmasters Club (City Clerk) - REMOVED FY 21										
SHRM (City Clerk)			\$210							
Florida Gulf Coast ARMA (City Clerk) - REMOVED FY 21			\$0							
FL Municipal Communicators Association (City Clerk) - REMOVED FY21			\$0							
Florida Public Human Resources Association			\$100							
Florida Festivals and Event Association-REMOVED FY 21			\$0							
Florida Local Government Information Systems Association (IT Staff)			\$200							
Law Enforcement Association Memberships based on year-to-date expenditures						\$3,000				
Building Official Association							\$2,000			
Public Works Association										\$720
Notary Renewal - Fitzgerald (4 year renewal)			\$100							
FLGISA - IT			\$200							
Annual Total	\$2,600	\$450	\$1,500	\$0	\$0	\$3,000	\$2,000	\$0	\$0	\$720
										\$10,270

TRAINING & EDUCATION
Budget FY21

<u>DESCRIPTION</u>	<u>511</u>	<u>512</u>	<u>513</u>	<u>515</u>	<u>519</u>	<u>521</u>	<u>524</u>	<u>534</u>	<u>572</u>	<u>541</u>	
Registration Fees for Conferences and Institutes	\$2,500										
Conference Registration		\$600									
FACC Fall Conference (Deputy City Clerk)			\$400								
FACC Summer Conference (City Clerk) - REMOVED FY 21			\$0								
HR Florida Conference			\$1,300								
FL Municipal Communicators Association Conference - REMOVED FY 21			\$0								
Florida Festivals & Events Assoc. Conf- REMOVE FY21			\$0								
Florida Government Finance Officers Association Conference (CFO Only)			\$500								
FGFOA School of Government Finance (CFO & Deputy CFO)- REMOVED FY21			\$0								
IT Staff Trainings			\$1,000								
Miscellaeous Seminars/Training			\$575								
Dept's share of Public Works employees training costs					\$660			\$810	\$390	\$1,140	
Firearms training and supplies, ammunition, targets, posters, Police Law Institute Training, Training Schools (Interview, Traffic, etc.). Conferences (Police Chief, etc.). Tuition Reimbursement						\$25,000					
Building Dept Continuing Education as required by FL Statutes.							\$9,000				
Pool Certification									\$1,200		
Annual Total	\$2,500	\$600	\$3,775	\$0	\$660	\$25,000	\$9,000	\$810	\$1,590	\$1,140	\$45,075

2021 Proposed Budget

		Millage	Projected Revenue @ 95%	Difference between Millage Levels	Total Decrease from Suggested
\$1,446,464,216.00	Value				
Ad Valorem Taxes @	Suggested	2.6000	\$3,572,766.61		
	Proposed FY 21	2.4500	\$3,366,645.00	\$206,121.61	
	FY 20 Level	2.3992	\$3,296,839.00	\$69,806.00	\$275,927.61
	Rollback	2.2852	\$3,140,187.00	\$156,652.00	\$432,579.61

Each Tenth of a Mill is Worth \$144,646
 (Current Year Gross Tax Value x .1 ÷ 1,000)

Property Tax Analysis

		Property Value	Millage	Revenue @ 95%
2008	FY09	\$1,381,039,089.00	1.5864	\$2,081,336.39
2009	FY10	\$1,252,640,382.00	1.8011	\$2,143,324.06
2010	FY11	\$1,034,400,929.00	2.2875	\$2,247,882.52
2011	FY12	\$898,490,528.00	2.3992	\$2,047,875.55
2012	FY13	\$845,959,397.00	2.3992	\$1,928,144.50
2013	FY14	\$839,126,178.00	2.3992	\$1,912,569.95
2014	FY15	\$863,301,116.00	2.3992	\$1,967,670.44
2015	FY16	\$915,821,132.00	2.3992	\$2,087,376.16
2016	FY17	\$991,173,609.00	2.3992	\$2,259,122.54
2017	FY18	\$1,173,033,017.00	2.3992	\$2,673,623.77
2018	FY19	\$1,260,551,064.00	2.3992	\$2,873,098.41
2019	FY20	\$1,379,667,584.00	2.3992	\$3,144,593.54
2020	FY21	\$1,446,464,216.00	2.3992	\$3,296,839.10



MEMORANDUM

To: Mayor England
Vice Mayor Kostka
Commissioner George
Commissioner Rumrell
Commissioner Samora

From: Beverly Raddatz, City Clerk / HR Director / Risk Manager / Purchasing *BR*

Date: July 6, 2020

Subject: Request for Proposal 20-04 Health, Dental, Vision, EAP, Life

BACKGROUND

At the May 4, 2020 Regular Commission meeting, the Commission confirmed to submit a Request for Proposal (RFP) for health, dental, vision, employee assistance program and life insurance. I created the Request for Proposal (RFP) 20-04 and placed it on Demand Star and the City's webpage on May 28, 2020. Demand Star sent the RFP 20-04 to over 1,000 Florida licensed carriers. As questions arose from interested parties, I posted and emailed more amendments to answer their questions. The bid opening was on July 1, 2020 at 3:00 p.m., which Deputy City Clerk Fitzgerald read out loud and City Clerk Raddatz, Finance Director Douylliez, and Records Clerk Cadwallader were in attendance.

RESPONSES

The following responded to the RFP 20-04:

- | | |
|--------------------------------------|---------------------------------------|
| 1. The Bailey Group | Health, Dental, Vision, EAP, and Life |
| 2. Florida Municipal Insurance Trust | Health, Dental, Vision, EAP, and Life |
| 3. Owen and Associates | Health, Dental, Vision, and Life |
| 4. McGriff Insurance Services | Health, Dental, Vision, and Life |
| 5. Bright Benefits | Dental and Vision |

**** Owen and Associates and McGriff Insurance Services only gave estimated quotes, so they were disqualified.**

BUDGET ANALYSIS

Please see Exhibit A for the budget analysis on each category of insurance. The Evaluation Committee consisted of City Manager Royle and Department Heads. The scoring was based on price, current coverage, employee co-payments, employee out-of-pocket payments, prescription costs, in-network and out-of-network coverage, insurance company rating, and exceptions in the policies. Florida Municipal Insurance Trust (FMIT) was approximately \$60,000 a year less than The Bailey Group for health insurance and the deductibles for hospital visits and urgent care costs were much lower for the employees. The Bailey Group out-of-pocket costs for the individual and family deductibles were lower for the employees on the Buy Up Plan.

IMPACT ANALYSIS

Due to COVID-19 there has been a shortfall in revenues. According to Society for Human Resource Management's (SHRM's) 2019 Employee Benefits survey, 86% of employers that responded to the survey believe health-related benefits were very important or extremely important to their workforce because health care costs continues to outpace general inflation. Employees are impacted with health related out-of-pocket and deductible increases, but their salary does not increase to keep up with the costs of benefits. The City of St. Augustine Beach has always treated their employees well regarding their insurance benefits and the employees are grateful. Especially now with COVID-19 continuing, employees need health insurance more than ever and they need to go to the doctor if there is a concern. The insurance industry is starting to exclude communicable diseases in their health insurance policies; however, FMIT is not excluding the coverage.

RECOMMENDATION

Staff recommends Florida Municipal Insurance Trust for health, dental, vision, employee assistance program, and life insurance and asks the Commission to award the bid to FMIT, which will reduce the costs of insurances by approximately \$60,000, and will also reduce employee costs.

MEDICAL PLANS		
	Current Plans	
	Base	Buy Up
DEDUCTIBLE	\$500/\$1,000	\$250/\$500
DED. Applies OOP MAX	Yes	Yes
CARRIER /MEMBER	80/20	90/10
PHY SERV/SPECIAL	\$25/\$50	\$10/\$20
INPATIENT HOSP	Ded + 20%	Ded + 10%
PROVIDER SVC IN HOSP / ER PHY	Ded + 20%	Ded + 10%
LAB/XRAY/MRI/CT	\$0/\$0/Ded + 20%	\$0/\$0/Ded + 10%
OP FACILITY/HOSP	Ded + 20%	Ded + 10%
EMERGENCY ROOM	\$350	\$350
URGENT CARE	\$100	\$100
PRESCRIP. - GENERIC	\$10	\$10
PRESCRIP.- BRAND	\$35	\$35
PRESCRIP. - SPECIALTY	\$60	\$60
PRESCRIP.- MAIL ORDER 90 days	2.5x Retail	2.5x Retail
MENTAL HEALTH (In Patient/Out)	Ded + 20% / \$50	Ded + 10% / \$20
OUT OF POCKET IND.	\$3,000.00	\$1,250.00
OUT OF POCKET FAMILY	\$6,000.00	\$2,500.00
Out of Network Coverage / %	No	No
Mayo is in Network	Yes	Yes

The Bailey Group	
Base	Buy Up
\$500/\$1,000	\$250/\$500
Yes	Yes
80/20	90/10
\$25/\$50	\$10/\$20
Ded + 20%	Ded + 10%
Ded + 20%	Ded + 10%
\$0/\$0/Ded + 20%	\$0/\$0/Ded + 10%
Ded + 20%	Ded + 10%
\$350	\$350
\$50	\$50
\$10	\$10
\$35	\$35
\$70	\$70
2.5x Retail	2.5x Retail
Ded + 20% / \$50	Ded + 10% / \$20
\$3,000.00	\$1,250.00
\$6,000.00	\$2,500.00
No	No
Yes	Yes

FMIT	
Base	Buy Up
\$500/\$1,000	\$250/\$500
Yes	Yes
80/20	90/10
\$25/\$50	\$15/\$30
Ded + 20%	Ded + 10%
Ded + 20%	Ded + 10%
\$0/\$0/Ded + 20%	\$0/\$0/\$100 copay
Ded + 20%	\$100 co-pay/visit
\$150	\$125
\$50	\$50
\$10	\$10
\$35	\$35
\$60	\$60
\$25/\$87.5/\$150	\$25/\$87.5/\$150
Ded + 20% / \$25	Ded + 10% / \$15
\$3,000.00	\$2,500.00
\$6,000.00	\$5,000.00
Yes/70%	Yes/70%
Yes	Yes

Bright Benefits	
Base	Buy Up
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A

McGriff	
Base	Buy Up
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A

Owen & Assoc	
Base	Buy Up
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A

# Enrolled			Premiums	
Base	Buy Up			
22	15	Employee	\$683.83	\$773.87
2	4	Employee + Spouse	\$1,463.39	\$1,656.08
4	0	Employee + Children	\$1,395.02	\$1,578.70
8	0	Family	\$2,092.51	\$2,368.04
		<u>Employee Monthly Share</u>		
		Employee	\$0.00	\$90.04
		Employee + Spouse	\$233.87	\$426.56
		Employee + Children	\$213.36	\$397.04
		Family	\$422.60	\$698.13
		<u>City's Monthly Share</u>		
		Employee	\$15,044.26	\$10,257.45
		Employee + Spouse	\$2,459.04	\$4,918.08
		Employee + Children	\$4,726.64	\$0.00
		Family	\$13,359.28	\$0.00
		Total Monthly Cost	\$35,589.22	\$15,175.53
		City's Annual Cost	\$427,070.64	\$182,106.36
		City's Total Annual Cost	\$609,177.00	

Premiums	
\$711.48	\$804.08
\$1,522.56	\$1,720.73
\$1,451.43	\$1,640.33
\$2,177.12	\$2,460.48
\$0.00	\$92.60
\$243.32	\$441.49
\$221.99	\$410.89
\$439.69	\$723.05
\$15,652.56	\$10,672.20
\$2,558.47	\$5,116.94
\$4,917.78	\$0.00
\$13,899.42	\$0.00
\$37,028.24	\$15,789.14
\$444,338.83	\$189,469.73
\$633,808.56	

Premiums	
\$632.77	\$681.69
\$1,360.45	\$1,465.62
\$1,170.62	\$1,261.12
\$1,898.31	\$2,045.06
\$0.00	\$48.92
\$218.30	\$323.47
\$161.36	\$251.86
\$379.66	\$526.41
\$13,920.94	\$9,491.55
\$2,284.29	\$4,568.58
\$4,037.06	\$0.00
\$12,149.18	\$0.00
\$32,391.48	\$14,060.13
\$388,697.71	\$168,721.61
\$557,419.32	

DENTAL PLANS							
	Current Plans	The Bailey Group	FMIT	Bright Benefits	McGriff		Owen & Assoc
UCR	85%	90%			90%	90%	N/A
DEDUCTIBLE	\$50/\$150	\$50/\$150	\$50/\$150	\$50/\$150	\$50/\$150	\$50/\$150	N/A
IN NETWORK							
PREVENTIVE (TYPE I)	100%	100%	100%	100%	100%	100%	N/A
BASIC (TYPE II)	90%	90%	80%	90%	90%	90%	N/A
MAJOR (TYPE III)	60%	60%	50%	60%	60%	60%	N/A
ORTHODONTIA (TYPE IV)	NONE	NONE	50%	NONE	None	50%	N/A
OUT OF NETWORK							
PREVENTIVE (TYPE I)	100%	100%	100%	100%	100%	100%	N/A
BASIC (TYPE II)	80%	80%	80%	80%	80%	80%	N/A
MAJOR (TYPE III)	50%	50%	50%	50%	50%	50%	N/A
ORTHODONTIA (TYPE IV)	NONE	NONE	50%	NONE	NONE	50%	N/A
ANNUAL MAX BENEFIT(IN/OUT NETWORK)		\$1,000	\$1,000	\$1,000	\$1,000	\$2,500	N/A
PERIO- AND ENDODONTICS	MAJOR	MAJOR	BASIC	MAJOR	MAJOR	MAJOR	N/A
WAITING PERIOD AFTER INITIAL ELIGIBILITY	NONE	NONE	NONE		NONE	NONE	N/A
Carrier?	UHC	FL Blue	Delta Dental	National Guardian	MetLife	MetLife	N/A

*Also offering
option of same as
last year

# Enrolled							
Base		Premiums	Premiums	Premiums	Premiums	Premiums	
37	Employee	\$38.58	\$36.07	\$30.42	\$33.75	\$25.94	\$33.08
4	Employee + Spouse	\$77.16	\$72.14	\$60.96	\$67.43	\$52.99	\$67.34
1	Employee + Children	\$77.88	\$72.81	\$64.79	\$68.47	\$56.38	\$72.31
5	Family	\$120.02	\$112.22	\$99.81	\$104.97	\$89.05	\$113.82
Employee Monthly Share							
	Employee	\$19.29	\$18.04	\$15.21	\$16.88	\$12.97	\$16.54
	Employee + Spouse	\$57.87	\$54.11	\$45.75	\$50.55	\$40.02	\$50.80
	Employee + Children	\$58.59	\$54.78	\$49.58	\$51.59	\$43.41	\$55.77
	Family	\$100.73	\$94.19	\$84.60	\$88.09	\$76.08	\$97.28
City's Monthly Share							
	Employee	\$713.73	\$667.11	\$562.77	\$624.19	\$479.89	\$611.98
	Employee + Spouse	\$77.16	\$72.12	\$60.84	\$67.52	\$51.88	\$66.16
	Employee + Children	\$19.29	\$18.03	\$15.21	\$16.88	\$12.97	\$16.54
	Family	\$96.45	\$90.15	\$76.05	\$84.40	\$64.85	\$82.70
	Total Monthly Cost	\$906.63	\$847.41	\$714.87	\$792.99	\$609.59	\$777.38
	City's Annual Cost	\$10,879.56	\$10,168.92	\$8,578.44	\$9,515.88	\$7,315.08	\$9,328.56


VISION PLANS						
	Current Plans	The Bailey Group	FMIT	Bright Benefits	McGriff	Owen & Assoc
IN NETWORK						
EXAMS	\$10	\$10	\$10	\$10	\$10	N/A
FRAME	\$130 after \$25 copay	\$130 after \$25 copay	\$130 after \$25 copay	Tier Pricing	\$130	N/A
COSMETIC CONTACT LENSES	4 boxes after \$25 Copay	4 boxes after \$25 Copay	6 boxes after Copay	\$150 allowance	\$130 allowance	N/A
MEDICALLY NEC. CONTACT LENSES	Covered in Full after \$25 copay	Covered in Full after \$25 copay	Contact UCH first	?	?	
FREQUENCY:						
EXAM	Every 12 months	Every 12 months	Every 12 months	Every 12 months	Every 12 months	N/A
LENSES	Every 12 months	Every 12 months	Every 12 months	Every 12 months	Every 12 months	N/A
FRAMES	Every 24 months	Every 24 months	Every 24 months	Every 24 months	Every 24 months	N/A
Out of Network Coverage?	Yes	Yes	Yes	Yes	Yes	N/A
Carrier?	UHC	UHC	UHC	National Guardian	MetLife	N/A
		*same as current				

# Enrolled						
Base		Premiums	Premiums	Premiums	Premiums	Premiums
31	Employee	\$6.26	\$6.26	\$5.18	\$6.60	\$5.66
4	Employee + Spouse	\$11.90	\$11.90	\$9.25	\$12.59	\$11.35
1	Employee + Children	\$13.90	\$13.90	\$9.40	\$14.75	\$9.60
7	Family	\$19.60	\$19.60	\$16.50	\$20.78	\$15.84
	<u>Employee Monthly Share</u>					
	Employee	\$3.13	\$3.13	\$2.59	\$3.30	\$2.83
	Employee + Spouse	\$8.77	\$8.77	\$6.66	\$9.29	\$8.52
	Employee + Children	\$10.77	\$10.77	\$6.81	\$11.45	\$6.77
	Family	\$16.47	\$16.47	\$13.91	\$17.18	\$13.01
	<u>City's Monthly Share</u>					
	Employee	\$97.03	\$97.03	\$80.29	\$102.30	\$87.73
	Employee + Spouse	\$12.52	\$12.52	\$10.36	\$13.20	\$11.32
	Employee + Children	\$3.13	\$3.13	\$2.59	\$3.30	\$2.83
	Family	\$21.91	\$21.91	\$18.13	\$25.20	\$19.81
	Total Monthly Cost	\$134.59	\$134.59	\$111.37	\$144.00	\$121.69
	City's Annual Cost	\$1,615.08	\$1,615.08	\$1,336.44	\$1,728.00	\$1,460.28

LIFE INSURANCE COVERAGE	Current Plans	The Bailey Group	FMIT	Bright Benefits	McGriff	Owen & Assoc
Plan Cost for \$25,000 Coverage						
Basic	\$0.34	\$0.34	\$0.039	N/A	N/A	N/A
AD&D	\$0.0252	\$0.0252		N/A	N/A	N/A
First Responders			\$0.40			
Plan Cost for \$50,000 Coverage						
Basic	\$0.341	\$0.341	\$0.039	N/A	N/A	N/A
AD&D	\$0.0360	\$0.0360		N/A	N/A	N/A
First Reponders			\$0.40			
City's Annual Cost						
\$25,000 coverage	\$506.71	\$506.71	\$550.00 / \$565.00			
\$50,000 coverage	\$1,046.00	\$1,046.00	\$1,101.75/ \$1,130			

MEMORANDUM

TO: Mayor England
Vice Mayor Kostka
Commissioner George
Commissioner Samora
Commissioner Rummell

FROM: Max Royle, City Manager 

DATE: July 14, 2020

SUBJECT: Public Hearing for Ordinance 20-XX and Resolution 20-XX: to Require Mandatory Wearing of Face Coverings Inside Buildings

INTRODUCTION

At your July 6th meeting you approved a resolution to make mandatory the wearing of facial covering, and you passed on first reading an ordinance with the same provision: facial coverings mandatory.

For your July 27th meeting the City Attorney has prepared the ordinance for final reading without the penalties for violations of the mandatory facial covering rule. The City Attorney has also prepared a second resolution that states the fines for violations.

ATTACHMENTS

Attached for your review is the following:

- a. Pages 1-6 the minutes of that part of your July 6th meeting when you discussed and approved the original resolution and passed the ordinance on first reading.
- b. Pages 7-10, the ordinance that the City Attorney prepared.
- c. Pages 11-14, the resolution with penalties that the City Attorney prepared.

ACTION REQUESTED

It is that you hold the public hearing and then pass the ordinance on final reading and approve the resolution.

SUPPLEMENTAL INFORMATION

The City's Communications Coordinator, Ms. Melinda Conlon, has prepared and disseminated the following to the public concerning the mandatory wearing of facial covering: an FAQ, an official notice, a graphic that explains Resolution 20-14 that you approved at your July 6th meeting, and a copy of Resolution 20-14.

Vice Mayor Kostka suggested the City have a couple of banners to tell the public about the City's face mask mandate. These will be put at the entrances to the City. She also suggested small signs with the same message to be put on the plazas. The City has ordered the banners and the signs.

MINUTES FROM CITY COMMISSION MEETING, JULY 6, 2020

XI. OLD BUSINESS

Resolution Regarding Wearing Facemasks (Added Item to Agenda)

Mayor England explained that this item has been added to the agenda and advised that City Attorney Douglas has disseminated the resolution that was passed on July 2, 2020 at an emergency meeting. She asked the Commission if there were any changes that need to be made.

Commissioner Samora advised that the resolution approved on July 2nd was correct; however, he would revisit the resolution to make it mandatory to wear facemasks instead of strongly encouraging people to wear facemasks.

Commissioner George had no comments.

Commissioner Rumrell had no comments.

Vice Mayor Kostka had no comments.

Mayor agreed that the final resolution from July 2nd was agreed to by the Commission. She then went back to the original resolution regarding facemasks being mandatory to see if the Commission would like to vote on the original resolution again and then asked the Commission to comment.

Commissioner Rumrell advised that he spent 17 hours calling and going to businesses in St. Augustine Beach from Friday through Monday. He explained that he spoke with other people who were upset that the City did not pass a facemask ordinance. He said that Resolution 20-13 made a difference in 75% of the 97% of the people he spoke to on the phone thought that the City passed a mandatory facemasks resolution. He explained that the people he spoke with did not know who he was and asked them if their businesses require facemasks for their visitors and employees. All but four businesses that he reached out to, which was 97% said that all employees wear facemasks and urge their visitors to wear facemasks. He commented that the businesses said that they did not enforce it because they were afraid to cause a problem within their own business and have people upset. He requested to get the message out of what we have and if the City changes the message to be mandatory, it will be very confusing to the public. He remarked that he called Neptune Beach, Atlantic Beach and Jacksonville Beach which have mandatory facemasks, they are only seeing 60% compliance. He showed a slide (Exhibit 2) for a campaign regarding messaging and education. He advised that Publix is urging their clients to wear facemasks, follow the directional pathways, and stay six feet apart over the loudspeakers. He explained that Publix is not carrying masks to give to people who do not have facemasks or forgot them at home. He suggested to purchase 5,000 masks in order to give 50 facemasks to each business in the City as a starter kit through the CARES Act, which St. Johns County received from the federal government to help with these types of purchases.

Mayor England advised that it was a good suggestion. She commented that the City has done four articles on wearing facemasks in the City's newsletter and numerous postings on Facebook and social media. She agreed that the City should do more, but up until now the facemask usage has not been as high as what Commissioner Rumrell has indicated.

Commissioner Rumrell suggested that City Manager Royle send to all businesses a sign that says the City supports the public in wearing facemasks. He explained that the City is more compliant than the other mandated cities and the resolution cannot be enforced anyways. He asked for more education.

Commissioner George explained that there would be no point in voting on the original resolution, given what Commissioner Rumrell said, unless Vice Mayor Kostka changes her vote. The public has voiced an overwhelming support to wear facemasks and the Commission is supposed to balance what the citizens want against objective rational thought and data. She said in this case nine out of ten people want a stronger message and that facemasks would be mandated. She commented that she has no data to overrule the people's well-expressed preference on this issue. She asked the objectors in the Commission what principle do they have to not give the people what they want. She remarked to use the phrase it is unenforceable is a buzz phrase to justify another reason for not wanting to pass it. She explained that this is about public health and will not be permanent.

Commissioner Samora likes Commissioner Rumrell's idea of the posters being given to all the businesses and to make copies of them if additional ones are needed. He disagreed that the public thought the Commission mandated wearing facemasks because everything he saw in the media and community was that the City did not mandate wearing facemasks but believed that businesses and citizens complied. He commented that the visitors coming from all over the country are not complying and they need to receive the message.

Vice Mayor Kostka explained that it was unfortunate what the headlines were in the media. She suggested to consider removing both strongly encourage or mandate. She asked what the City's goal is because 100% compliance can not be achieved. She agreed with Commissioner Rumrell's suggestion regarding education, especially to the visitors. She applauded Mayor England for always reminding the public to wear masks at each meeting. She suggested that Mayor England's picture should be taken with all her different facemasks and post it in the inside of all the hotels, businesses, etc. She explained that she is having a problem with the strong arm of mandating and then not being able to enforce it. She advised that what complicates it more is that the City needs to get the County's blessing on the resolution. She wants to increase messaging.

Mayor England thanked Commissioner Rumrell for his outreach to the businesses. She advised that the intensity after two weeks will disappear, and it will not be followed. She quoted a news article News For Jaxs and said that major cities in Florida have passed mandate facemasks by resolution or ordinances. She explained that St. Augustine and Jacksonville have passed a mandatory resolution or ordinance.

Discussion ensued that public comments would have to be given at this meeting if a new resolution would be voted on and why a new resolution was being done if a resolution were passed at an emergency meeting.

Assistant City Attorney Taylor advised that the item will be tabled from the emergency meeting so that the Commission could vote on it again or to discuss any changes. He requested that if a new resolution is passed the Commission will have to take public comments. The ordinance would need public comments too. He advised that the Commission would have to vote if the Commission wants to bring another resolution to be voted on. He explained that the vote would be different at this meeting than at the

emergency meeting and explained that it would be better to vote on an ordinance than a resolution. He explained that enforcement should not be in resolutions.

Mayor England asked for a motion.

Motion: to bring the original resolution back up for consideration to have a formal vote.
Moved by Commissioner George, **Seconded by** Mayor England.

Roll Call was as followed:

Commissioner Rumrell	No
Mayor England	Yes
Vice Mayor Kostka	No
Commissioner George	Yes
Commissioner Samora	Yes

Motion passes 3 to 2.

Mayor England advised that next the original resolution will be voted on and asked Commissioner Samora what was agreed to on the original resolution that failed. She explained that what the Commission will vote on next would be the amended original resolution. She then opened the Public Comments section. The following addressed the Commission:

Janine Rainville, 1015 Coquina Blvd., St. Augustine Beach, FL, walked this weekend and there were a lot of businesses who were confused about what had passed and advised that many were not wearing masks. She advised that wearing a facemask makes a difference.

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, asked the Commission to vote no and believes everyone is smart enough to wear a facemask.

Hester Longstreet, 11 13th Street, St. Augustine Beach, FL, advised that Commissioner Rumrell is wrong and a mandate is needed.

Jo Ellen Parkey, 3 Coquina Blvd., St. Augustine Beach, FL, advised that wearing a facemask supports the people who work in St. Augustine Beach and if a mandate is not done, they will not wear facemasks. She explained that employees will not ask people to wear masks because they are afraid of losing their jobs.

Mayor England closed the Public Comments section.

Commissioner Rumrell clarified that messaging should go to the Airbnb as well. He explained that there were posters in the hotels that the City requires people to wear facemasks. He advised that the businesses are not enforcing the rule because they do not want to be the authority. He asked who is going to be the enforcer.

Mayor England advised that the first line of defense would be the businesses. She said that there are exceptions to the resolutions for those who can not wear facemasks. She explained that this is not a criminal act so the Police Department would not be writing citations.

Commissioner Rumrell advised that the businesses have told him that they are not enforcing it and explained that that is what we have now. Businesses are scared to make people without facemasks to leave because they are trying to stay open and if they make people leave, they might not be able to feed their families tomorrow. Publix advised that they do not enforce wear facemasks now. He asked where the enforcement is because businesses are not enforcing it now. He explained that Miami has a mandatory facemask ordinance but has no enforcement, so they still have high numbers of infected people. He explained that if the City is not going to enforce it, it is nothing better than a strong recommendation.

Commissioner George advised that the City would enforce it and it empowers shoppers, employees, etc. She remarked that people are begging for wearing facemasks to be mandatory. Former Mayor Snodgrass advised that this is a matter of public health and it should be enforced.

Mayor England agreed with Commissioner George.

Commissioner Samora explained that the businesses are not afraid of asking people who are not wearing facemasks to leave but are afraid of having their businesses close because of an increase in the coronavirus. If they close again some will never reopen. He remarked that the City does not need to follow the County because we are different. St. Johns County has more agriculture space and the City has more hotel rooms and restaurants than them.

Mayor England advised that the City does not want businesses to be closed temporarily and the costs to disinfect is high. She explained that in Section 1 Definitions to add "polymer shield," add in Section 3 (k), the fine in Section 4 would scale at \$50 for first offense, \$250 for second offense, and \$500 for third offense, Section 5 effective date would be July 6, 2020.

Motion: to approve the original resolution. **Moved by** Mayor England, **Seconded by** Commissioner George.

Roll Call was as followed:

Commissioner Rumrell	No
Mayor England	Yes
Vice Mayor Kostka	No
Commissioner George	Yes
Commissioner Samora	Yes

Motion passes 3 to 2.

Assistant City Attorney Taylor advised that an ordinance would be more effective and if the Commission did a first reading tonight it could be passed on final reading on July 27, 2020 Special Commission meeting. He advised that an ordinance would reduce challenges.

Mayor England advised that the Commission now would consider an ordinance to mandate wearing facemasks indoors. She advised that the effective date would be changed.

Discussion ensued regarding 20-13 Resolution on strongly encouraging people to wear facemasks would be obsolete, since 20-14 Resolution mandatory wearing of facemasks was passed tonight.

Mayor England opened the Public Comments section. The following addressed the Commission:

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, asked to vote no on the ordinance and advised that people are smart enough to wear facemasks if they need to as well as gloves and safety glasses.

Discussion ensued regarding noticing of the ordinance for final reading; noticing the ordinance for second and final reading on July 27, 2020 at the Special Budget meeting; whether to have a Special Commission meeting before July 27, 2020; a resolution being created by second reading of the ordinance for the fines associated with not wearing facemasks; leaving the emergency declaration from St. Johns County under the Definition Section in order have an ordinance if there were any future pandemics; add language that specifies communicable disease or viral disease; pandemic language was from the CDC website; adding language regarding a measurement of positive cases; adding language for who enforces it; add language that the City would purchase masks for the businesses; and add an educational component for the businesses to the ordinance.

Mayor England advised that all the specific language for the type of pandemic would be in the resolution not a general ordinance.

Commissioner George that the ordinance is well written and is in support of Commissioner Rumrell's suggestion of purchasing facemasks. She agreed with the enforcement language is appropriate for the Land Development Regulations (LDRs).

Mayor England advised that the Commission can direct City Manager Royle to do communications regarding this ordinance and do Commissioner Rumrell's suggestions of purchasing facemasks for the businesses, education of the ordinance, a measurement clause, and who would enforce the ordinance.

Commissioner George asked about the measurement language if it should be temporary.

Assistant City Attorney Taylor advised that the temporary language already exists in the ordinance by saying it would only be effective when the county, state, or federal governments state there is an emergency. He asked if the Commission wanted to sunset the ordinance at the end of the year or do that by resolution.

Mayor England advised that instead of putting a date certain that the Commission would revisit it if any Commissioner wants to sunset the ordinance.

Commissioner Rumrell thanked the Commission for adding his suggestions when creating the resolution.

Vice Mayor Kostka advised that the Pledge cited in the ordinance is not through St. Johns County, but has their support.

Mayor England changed the language to "enter an agreement to support." She then asked City Attorney Douglas to read the title of the ordinance.

City Attorney Douglas read the title of the ordinance.

Mayor England asked for a motion.

Motion: to approve the ordinance with the amendment that the fifth whereas clause change the wording to "enter an agreement to support the Pledge for St. Johns County." **Moved by** Commissioner George, **Seconded by** Commissioner Samora.

Roll Call was as followed:

Commissioner England	Yes
Vice Mayor Kostka	Yes
Commissioner Rumrell	No
Commissioner George	Yes
Commissioner Samora	Yes

Motion passes 4 to 1.

Assistant City Attorney Taylor asked the Commission to give staff direction on advertising.

Mayor England asked Commissioner Rumrell to discuss with City Manager Royle and the Communications / Event Coordinator the educational component and other items that Commissioner Rumrell wanted to address. She explained that the Communications / Event Coordinator has posted information on Facebook.

Commissioner Rumrell asked the City to purchase 5,000 facemasks for the businesses.

Mayor England asked City Manager Royle to ask the City of St. Augustine if the City could purchase some of their masks. Also, she advised that her friend has masks that could be sold at Ace Hardware and she could put facemasks at city hall for a donation if anyone wants them.

Commissioner Rumrell suggested City Manager Royle check with St. Johns County Emergency Management for facemasks for businesses.

Commissioner George advised that city hall must comply with the resolution and ordinance and to give staff direction to make sure they comply. She requested Mayor England to send a letter on letterhead to St. Johns County and to the State of Florida Representative and Governor to encourage any measures to put an end to COVID-19 and if Mayor England wanted to she could reference facemasks.

City Clerk Raddatz asked Commissioner George if all employees must wear facemasks.

Commissioner George advised that all employees must wear facemasks indoors if they cannot be six feet apart from another person. She commented for the record that the government who is making this ordinance is not exempt from this ordinance. She advised the public that they can go outside or indoors without a facemask if there is social distancing.

Mayor England advised that the Communications / Event Coordinator will be creating a Frequent Asked Question list for the public regarding the resolution and the ordinance.

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF SAINT AUGUSTINE BEACH, FLORIDA, MAKING FINDINGS OF FACT; ADDING TO THE CITY'S CODE OF ORDINANCES SECTION 13-6 TO REQUIRE THE USE OF FACE COVERINGS; PROVIDING FOR CODIFICATION; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.

WITNESSETH:

WHEREAS, on March 13, 2020, President Donald J. Trump issued a Proclamation Declaring a National Emergency concerning Coronavirus Disease 2019 ("COVID-19"); and

WHEREAS, the United States Centers for Disease Control and Prevention ("CDC") has expressly found that: "COVID-19 spreads mainly from person to person through respiratory droplets produced when an infected person coughs, sneezes, or talks. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. Studies and evidence on infection control report that these droplets usually travel around 6 feet (about two arms lengths) the CDC therefore specifically recommends that as businesses and communities reopen, and people resume their daily activities, people should wear face coverings to slow the spread of COVID-19, particularly "in public settings where other social distancing measures are difficult to maintain"; and

WHEREAS, on March 1, 2020, Governor Ron DeSantis issued Executive Order Number 20-51 declaring a Public Health Emergency in the State of Florida due to the spread of COVID-19 and subsequently, Governor Ron DeSantis issued multiple additional executive orders extending the Public Health Emergency and coordinating a multi-phase plan for protecting the public from COVID-19; and

WHEREAS, based on recent information and data from the Florida Department of Health, the number of confirmed cases of COVID-19 in St. Johns County and the City of St. Augustine Beach has increased significantly, which increase may result in additional deaths; and

WHEREAS, on March 17, 2020 the St. Johns County Board of County Commissioners issued Emergency Proclamation Number 2020-1 declaring a local state of emergency in response to a county-wide threat from COVID-19, which Proclamation has been extended numerous times, and entered into an agreement in support of the "Pledge St. Johns County" which promotes following the CDC guidelines; and

WHEREAS, on June 26, 2020, the City of Saint Augustine passed resolution 2020-22 which provides for mandatory indoor use of face coverings; and

WHEREAS, the City Commission for the City of St. Augustine Beach recognizes that face coverings are only a component of reducing the spread of COVID-19 and other infectious diseases, other components include frequent hand washing, proper social distancing, and any other components the CDC has implemented for the reducing the spread of COVID-19 and other infectious diseases; and

WHEREAS, the City Commission for the City of St. Augustine Beach finds that it is in the best interest of public health, safety, and general welfare that the following be adopted consistent with the requirements of Section 166.021(4), Florida Statutes.

THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SAINT AUGUSTINE BEACH, FLORIDA:

SECTION 1. The foregoing recitals are incorporated as legislative findings of fact.

SECTION 2. From and after the effective date of this ordinance, Chapter 13 – MISCELLANEOUS PROVISIONS, Article I, Section 13-6 of the Code of Ordinances of the City is added as follows:

Sec. 13-6. – Requirement to Wear Facial Coverings during a declared epidemic emergency.

a) Definitions:

- i. Epidemic Emergency shall mean a state of emergency declared at the Federal, State of Florida, or County of Saint Johns level in response to an amount of disease in the community above what is normally expected in that population.
- ii. Face Covering shall mean a uniform piece of material that securely covers a person's nose and mouth which remains affixed in place without the use of one's hands. Types of coverings include a face mask, homemade mask, or other covering, such as a scarf, bandana, handkerchief, or other similar cloth covering or shields (which may be made of plastic, polymer, or other similar materials).
- iii. Social Distancing shall mean keeping space between yourself and other people by staying at least six (6) feet (about 2 arms' length) from other people.
- iv. Companion shall mean a person by whom you are accompanied.

- b) Whenever an epidemic emergency is declared at either the Federal, State, or County level for the City of Saint Augustine Beach, the City Commission may adopt by resolution requirements to wear facial coverings. The resolution may make reasonable regulation as to when and where facial coverings shall be worn.
- c) Nothing herein shall require or allow a person to wear a face covering to conceal the identity of the wearer in violation of Chapter 876, Florida Statutes.
- d) Enforcement. Pursuant to Sec. 252.46, Florida Statutes, this Resolution shall have the full force and effect of law, and pursuant to Chapter 1, Section 1-9 of the Code of the City of Saint Augustine Beach, a violation of this Resolution shall be a non-criminal civil infraction, enforceable under Chapter 1, Section 1-9, of the City Code, which carries a penalty of up to a \$500.00 fine. The City Commission may set by resolution a scale of the penalties which may include warnings.

(Ord. No. 20-____, § _____)

SECTION 3. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 4. The appropriate officers and agents of the City are authorized and directed to codify, include and publish in electronic format the provisions of this Ordinance within the City of Saint Augustine Beach Code, and unless a contrary ordinance is adopted within ninety (90) days following such publication, the codification of this Ordinance shall become the final and official record of the matters herein ordained. Section numbers may be assigned and changed whenever necessary or convenient.

SECTION 5. This Ordinance shall take effect immediately upon passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Commission of the City of Saint Augustine Beach, Florida this 27TH day of July 2020.

ATTEST:

MAX ROYLE, CITY MANAGER

MARGARET ENGLAND, MAYOR

EXAMINED AND APPROVED by me this 27th day of July, 2020.

MAYOR

Published in the _____ on the _____ day of _____, 2020. Posted on www.staugbch.com on the _____ day of _____, 2020.

RESOLUTION NO.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA PROVIDING FOR MANDATORY USE OF FACE COVERINGS IN RESPONSE TO CONTINUED SPREAD OF CORONAVIRUS DISEASE 2019.

WHEREAS, on March 13, 2020, President Donald J. Trump issued a Proclamation Declaring a National Emergency concerning Coronavirus Disease 2019 (“COVID-19”); and

WHEREAS, the United States Centers for Disease Control and Prevention (“CDC”) has expressly found that: “COVID-19 spreads mainly from person to person through respiratory droplets produced when an infected person coughs, sneezes, or talks. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. Studies and evidence on infection control report that these droplets usually travel around 6 feet (about two arms lengths) the CDC therefore specifically recommends that as businesses and communities reopen, and people resume their daily activities, people should wear face coverings to slow the spread of COVID-19, particularly “in public settings where other social distancing measures are difficult to maintain”; and

WHEREAS, on March 1, 2020, Governor Ron DeSantis issued Executive Order Number 20-51 declaring a Public Health Emergency in the State of Florida due to the spread of COVID-19 and subsequently, Governor Ron DeSantis issued multiple additional executive orders extending the Public Health Emergency and coordinating a multi-phase plan for protecting the public from COVID-19; and

WHEREAS, based on recent information and data from the Florida Department of Health, the number of confirmed cases of COVID-19 in St. Johns County and the City of St. Augustine Beach has increased significantly, which increase may result in additional deaths; and

WHEREAS, on March 17, 2020 the St. Johns County Board of County Commissioners issued Emergency Proclamation Number 2020-1 declaring a local state of emergency in response to a county-wide threat from COVID-19, which Proclamation has been extended numerous times, and entered into an agreement for the “Pledge St. Johns County” which promotes following the CDC guidelines; and

WHEREAS, on June 26, 2020, the City of Saint Augustine passed resolution 2020-22 which provides for mandatory indoor use of face coverings; and

WHEREAS, pursuant to Sec. 252.38, Florida Statutes, power is vested in both municipalities and counties and the City of Saint Augustine Beach is required to coordinate with Saint Johns County to enact emergency orders; and

RES 2020-XX

WHEREAS, the City Commission for the City of St. Augustine Beach recognizes that face coverings are only a component of reducing the spread of COVID-19, other components include frequent hand washing, proper social distancing, and any other components the CDC has implemented for the reducing the spread of COVID-19; and

WHEREAS, the City Commission for the City of St. Augustine Beach finds that it is in the best interest of public health, safety, and general welfare that the following be adopted consistent with the requirements of Section 166.021(4), Florida Statutes.

WHEREAS, the City of St. Augustine Beach passed on first reading an ordinance creating Chapter 13-Article I, Section 13-6 of the Code of Ordinances of the City allowing for the requiring of facial coverings in response to epidemics and should this ordinance be enacted a resolution is required to incorporate the specific requirements of this portion of the Code in the current COVID-19 epidemic.

THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SAINT AUGUSTINE BEACH, FLORIDA:

Section 1. **City Acknowledgement.** It is the decision of the City Commission of the Saint Augustine Beach that Chapter 13-Article I, Section 13-6 of the Code of Ordinances of the City be invoked because of the COVID-19 epidemic.

Section 2. **Face Coverings Required.** In the following situations, the City of Saint Augustine Beach finds:

- a. Every person working, living, visiting, or doing business in the City of St. Augustine Beach shall wear a face covering in any indoor location, other than their home or residence, when not maintaining social distancing from another person(s), excluding family members or companions.
- b. Nothing herein shall require or allow a person to wear a face covering to conceal the identity of the wearer in violation of Chapter 876, Florida Statutes.
- c. All businesses are encouraged to prohibit entry of any person who is not wearing a face covering with the exception of those below listed persons.
- d. If a permit is issued for an outdoor event by the City of Saint Augustine Beach greater than or equal to fifty (50) persons, that permit shall require wearing the face coverings as condition of issuance of the permit and those that attend are required to conform to this resolution.

Section 3. **Exceptions.**

RES 2020-XX

Nothing herein shall require the wearing of face coverings by the following people:

- a. Persons under the age of five years; and
- b. Persons observing social distancing in accordance with CDC guidelines; and
- c. Persons for whom a face covering would cause impairment due to an existing health condition; and
- d. Persons working in a business or profession who do not have interactions with other persons; and
- e. Persons working in a business or profession who maintain social distancing from another person; and
- f. Persons working in a business or profession where use of a face covering would prevent them from performing the duties of the business or profession, especially if the wearing of a face covering may present a health hazard such as excessive heat; and
- g. Persons exercising, while maintaining social distancing; and
- h. Persons eating or drinking; and
- i. Public safety, fire and other life safety and health care personnel, as their personal protective equipment requirements will be governed by their respective agencies; and
- j. The requirement shall not apply when a person who is hearing impaired needs to see the mouth of someone wearing a face covering to communicate; and
- k. The requirement does not apply to any outdoor activity allowed under City, County, or State order, but face coverings should be readily available when coming within six (6) feet of an individual not part of a person's immediate family or cohabitating living unit.

Section 4. Enforcement.

Pursuant to Chapter 13 – MISCELLANEOUS PROVISIONS, Article 1, Section 13-6 of the Code of Ordinances of the City, this Resolution shall have the full force and effect of law, and pursuant to Chapter 1, Section 1-9 of the Code of the City of Saint Augustine Beach, a violation of this Resolution shall be a non-criminal civil infraction, enforceable under Chapter 1, Section 1-9, of the City Code, which carries a penalty of up to a \$500.00 fine. First violation is a \$50.00 fine. Second violation is a \$250.00 fine. Following violations will be \$500.00 per violation.

RES 2020-XX

Section 5. Effective Date; Expiration Date.

- a. This Resolution shall become effective on August 4, 2020, at 12:01 AM.
- b. This Resolution shall remain in effect in the City of St. Augustine Beach until such time as the City Commission by resolution decides that facial coverings shall not be required, emergency is no longer declared by the Federal, State, and County government, or a sunset clause of December 31, 2020.

ADOPTED in Emergency Session of the City Commission of the City of Saint Augustine Beach, Florida this 27th day of July 2020.

ATTEST

Max Royle, City Manager

Margaret England, Mayor

(SEAL)