

**CITY OF BROOKSVILLE  
BUDGET WORKSHOP  
AGENDA**

AUGUST 12, 2008

6:00 P.M.

**A. CALL TO ORDER**

**B. FY2008/09 BUDGET**

Review of preliminary budget projections for FY2008/09.

Presentation: City Manager and Finance Director  
Action: Review & Direction to staff  
Attachment: Memo from Director of Finance dated 08/06/08; Volume II All Funds other than General Fund

**C. WAIVER OF FEES**

Discussion and review of fees waived by Council for various non-profit agencies.

Presentation: City Manager  
Attachment: Memo from City Manager dated 08/08/08

**D. ADVISORY BOARD MODIFICATION PROCESS**

Discussion of term limits for City Advisory Boards with the possibility of staff taking some of the responsibilities.

Presentation: Director of Administration  
Attachment: Memo from Director of Administration dated 08/08/08; Staff Time/Involvement Report; Member Appointment Date Report; 07/21/08 Meeting Packet Materials

**E. ELECTION PROCESS**

Discussion of the possibility of turning over the entire elections process to the County Supervisor of Elections office.

Presentation: City Attorney  
Attachment: 07/21/08 Meeting Packet Materials

**F. ADJOURNMENT**

*Meeting agendas and supporting documentation are available from the City Clerk's office, and online at [www.ci.brooksville.fl.us](http://www.ci.brooksville.fl.us). Persons with disabilities needing assistance to participate in any proceedings should contact the City Clerk's office 48 hours in advance of the meeting at 352-544-5407.*

Budget Work Shop  
August 12, 2008

Volume II All Other Funds

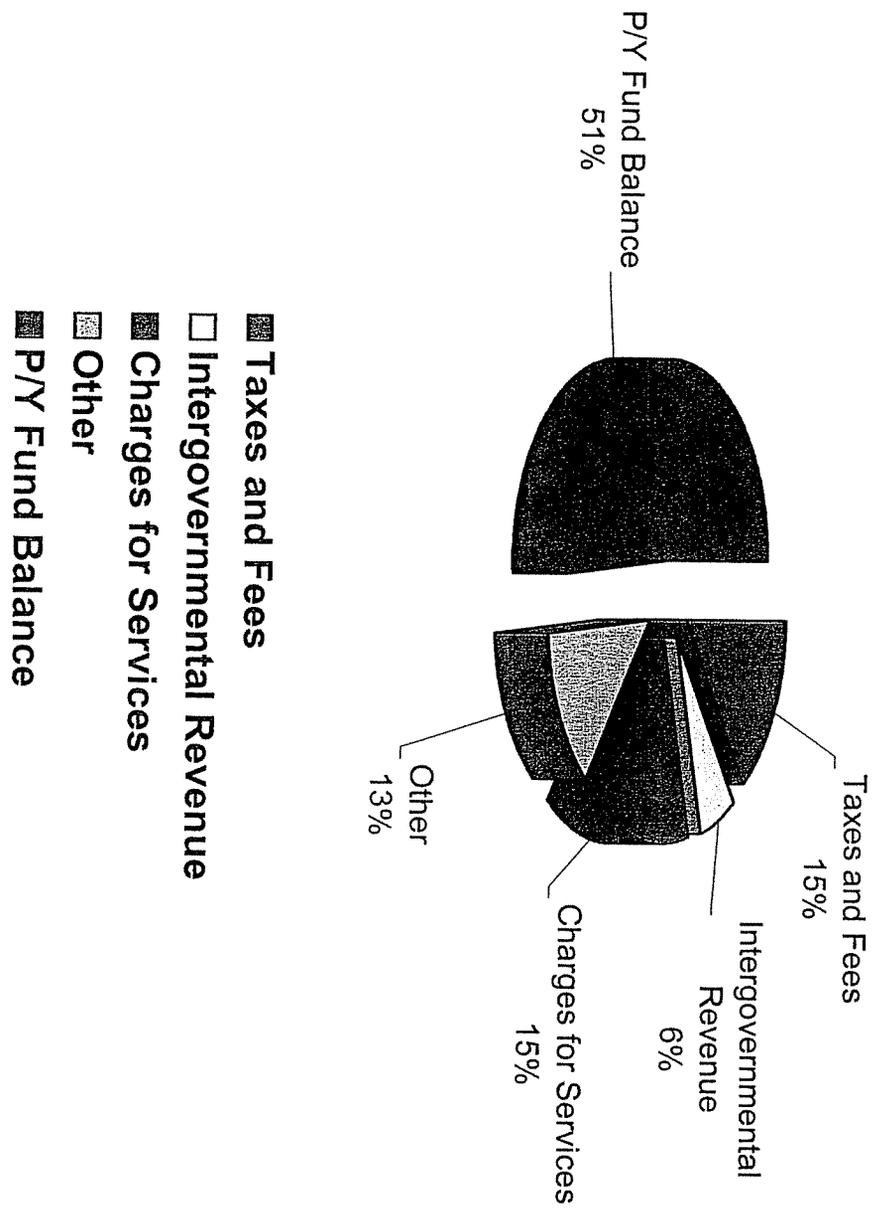
**BUDGET SUMMARY  
CITY OF BROOKSVILLE, FLORIDA - FISCAL YEAR 2008-2009**

General Fund 6.3230

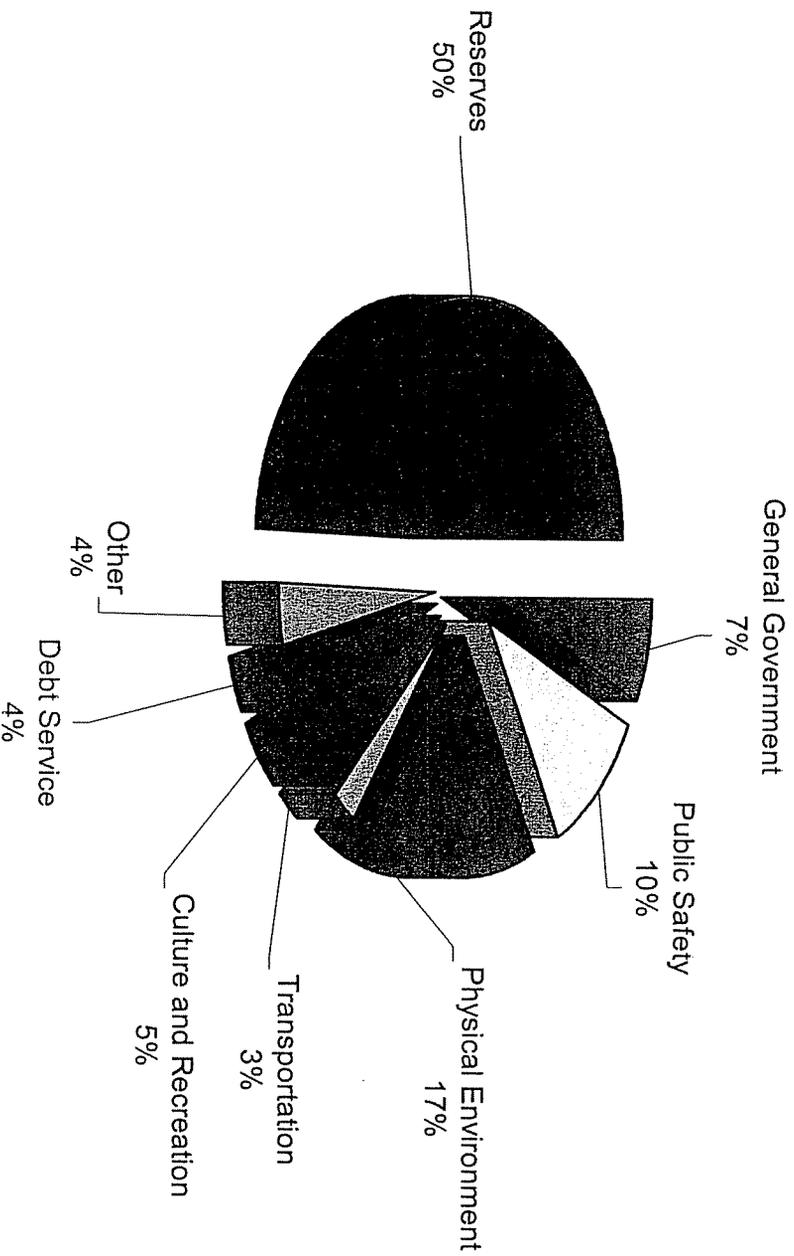
|   | GENERAL<br>FUND    | SPECIAL<br>REVENUE<br>FUNDS | CAPITAL<br>PROJECTS<br>FUNDS | PROPRIETARY<br>FUNDS | TRUST<br>& AGENCY<br>FUNDS | TOTAL               |
|---|--------------------|-----------------------------|------------------------------|----------------------|----------------------------|---------------------|
| <b>CASH BALANCES<br/>BROUGHT FORWARD</b>                | \$1,534,152        | \$2,721,947                 | \$245,632                    | \$6,868,520          | \$6,916,856                | \$18,287,107        |
| <b>ESTIMATED REVENUES:</b>                              |                    |                             |                              |                      |                            |                     |
| <b>Taxes: Millage Per \$1,000</b>                       |                    |                             |                              |                      |                            |                     |
| Ad Valorem Taxes 6.3230                                 | \$3,415,814        | \$0                         | \$0                          | \$0                  | \$0                        | \$3,415,814         |
| Sales, Use & Gas Taxes                                  | 600,500            | 0                           | 0                            | 0                    | 0                          | 600,500             |
| Franchise Fees/Comm Service Tax                         | 1,070,028          | 0                           | 0                            | 0                    | 0                          | 1,070,028           |
| Licenses & Permits                                      | 295,100            | 0                           | 0                            | 0                    | 0                          | 295,100             |
| Intergovernmental Revenue                               | 743,044            | 875,006                     | 32,000                       | 400,000              | 0                          | 2,050,050           |
| Charges for Services                                    | 263,400            | 0                           | 0                            | 5,053,319            | 0                          | 5,316,719           |
| Miscellaneous Revenues                                  | 322,181            | 203,260                     | 32,300                       | 2,283,552            | 781,775                    | 3,623,068           |
| Other Financing Sources                                 | 838,562            | 2,410                       | 40,000                       | 216,368              | 79,668                     | 1,177,008           |
| <b>TOTAL REVENUES AND OTHER<br/>FINANCING SOURCES</b>   | <b>\$7,548,629</b> | <b>\$1,080,676</b>          | <b>\$104,300</b>             | <b>\$7,953,239</b>   | <b>\$861,443</b>           | <b>\$17,548,287</b> |
| <b>TOTAL REVENUES AND<br/>BALANCES</b>                  | <b>\$9,082,781</b> | <b>\$3,802,623</b>          | <b>\$349,932</b>             | <b>\$14,821,759</b>  | <b>\$7,778,299</b>         | <b>\$35,835,394</b> |
| <b>EXPENDITURES/EXPENSES</b>                            |                    |                             |                              |                      |                            |                     |
| General Government                                      | \$2,377,972        | \$0                         | \$0                          | \$0                  | \$158,370                  | \$2,536,342         |
| Public Safety   | 3,124,693          | 34,000                      | 0                            | 185,000              | 405,000                    | 3,748,693           |
| Physical Environment                                    | 0                  | 180,000                     | 0                            | 6,057,450            | 0                          | 6,237,450           |
| Transportation  | 652,633            | 0                           | 110,000                      | 177,094              | 0                          | 939,727             |
| Culture & Recreation                                    | 1,221,279          | 511,824                     | 15,000                       | 0                    | 0                          | 1,748,103           |
| Debt Service  | 143,519            | 0                           | 31,476                       | 1,233,751            | 0                          | 1,408,746           |
| Other Financing Uses                                    | 282,618            | 292,416                     | 30,000                       | 755,279              | 100,000                    | 1,460,313           |
| <b>TOTAL EXPENDITURES</b>                               | <b>\$7,802,714</b> | <b>\$1,018,240</b>          | <b>\$186,476</b>             | <b>\$8,408,574</b>   | <b>\$663,370</b>           | <b>\$18,079,374</b> |
| Reserves  | \$1,280,067        | \$2,784,383                 | \$163,456                    | \$6,413,185          | \$7,114,929                | \$17,756,020        |
| <b>TOTAL APPROPRIATED<br/>EXPENDITURES AND RESERVES</b> | <b>\$9,082,781</b> | <b>\$3,802,623</b>          | <b>\$349,932</b>             | <b>\$14,821,759</b>  | <b>\$7,778,299</b>         | <b>\$35,835,394</b> |

**THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF  
THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD**

# TOTAL ALL FUNDS SOURCES FISCAL YEAR 2008



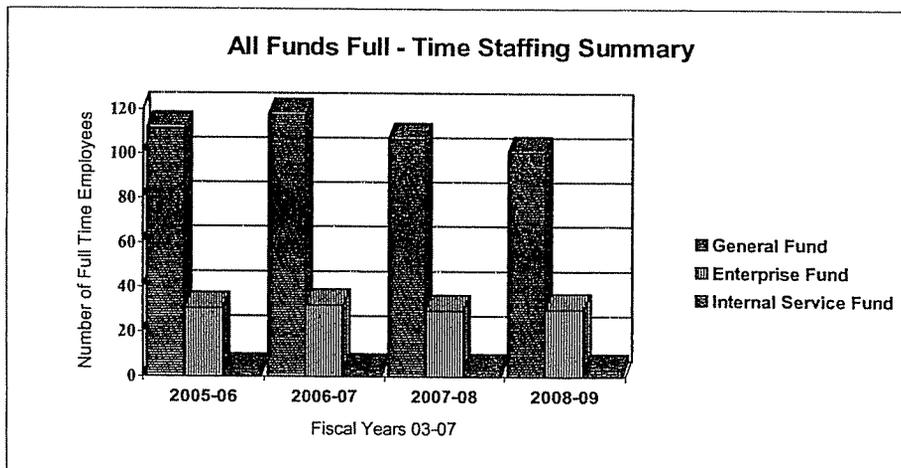
# TOTAL ALL FUNDS USES FISCAL YEAR 2008



- General Government
- Public Safety
- Physical Environment
- ▨ Transportation
- Culture and Recreation
- Debt Service
- Other
- Reserves

## ALL FUNDS FULL-TIME STAFFING SUMMARY

|                                 | 2005-06      | 2006-07      | 2007-08      | 2008-09        | % OF TOTAL    |
|---------------------------------|--------------|--------------|--------------|----------------|---------------|
| <b>GENERAL FUND</b>             |              |              |              |                |               |
| City Council                    | 5.0          | 5.0          | 5.0          | 5.0            | 3.74%         |
| Administration Operations       | 7.0          | 10.0         | 6.0          | 6.0            | 4.49%         |
| Management Information Services | 2.0          | 2.0          | 2.0          | 0.0            | 0.00%         |
| Human Resources                 | 3.0          | 3.0          | 2.0          | 1.0            | 0.75%         |
| Community Development           | 5.0          | 5.0          | 6.0          | 6.0            | 4.49%         |
| Finance                         | 10.0         | 10.0         | 9.0          | 9.0            | 6.73%         |
| Police                          | 32.0         | 34.0         | 31.0         | 27.5           | 20.56%        |
| Fire                            | 17.0         | 18.0         | 18.0         | 19.0           | 14.21%        |
| Parks & Facilities              | 7.0          | 6.0          | 5.0          | 9.5            | 7.10%         |
| Cemetery                        | 2.0          | 2.0          | 2.0          | 2.0            | 1.50%         |
| Recreation Center               | 2.0          | 2.0          | 2.0          | 3.0            | 2.24%         |
| Quarry Golf Course              | 3.0          | 4.0          | 3.6          | 4.5            | 3.36%         |
| Building and Grounds            | 0.0          | 0.0          | 6.0          | 0.0            | 0.00%         |
| Streets & Drainage Maintenance  | 16.5         | 16.5         | 9.0          | 8.3            | 6.17%         |
| <b>Total General Fund</b>       | <b>111.5</b> | <b>117.5</b> | <b>106.6</b> | <b>100.8 *</b> | <b>75.33%</b> |
| <b>ENTERPRISE FUNDS</b>         |              |              |              |                |               |
| Water & Wastewater Fund         | 22.3         | 25.0         | 22.3         | 22.0           | 16.45%        |
| Solid Waste Collection Fund     | 8.2          | 7.0          | 7.0          | 8.0            | 5.98%         |
| <b>Total Enterprise Funds</b>   | <b>30.5</b>  | <b>32.0</b>  | <b>29.3</b>  | <b>30.0 **</b> | <b>22.43%</b> |
| <b>INTERNAL SERVICE FUNDS</b>   |              |              |              |                |               |
| Fleet Maintenance Fund          | 3.0          | 3.0          | 3.0          | 3.0            | 2.24%         |
| <b>SPECIAL REVENUE FUNDS</b>    |              |              |              |                |               |
| Total Special Revenue Funds     | 0.0          | 0.0          | 0.0          | 0.0            | 0.00%         |
| <b>TRUST &amp; AGENCY FUNDS</b> |              |              |              |                |               |
| Total Trust & Agency Funds      | 0.0          | 0.0          | 0.0          | 0.0            | 0.00%         |
| <b>TOTAL FULL-TIME STAFF</b>    | <b>145.0</b> | <b>152.5</b> | <b>138.9</b> | <b>133.8</b>   | <b>100.0%</b> |



CITY OF BROOKSVILLE  
GENERAL FUND BALANCE ANALYSIS

| DESCRIPTION   | 05/06<br>Adopted<br>Budget | 06/07<br>Adopted<br>Budget | 07/08<br>Adopted<br>Budget | 07/08<br>Projected<br>Budget | 08/09<br>Requested<br>Budget |
|---|----------------------------|----------------------------|----------------------------|------------------------------|------------------------------|
| <b>Projected Operating Revenue</b>                      | \$6,243,403                | \$7,648,128                | \$7,507,041                | \$7,451,251                  | \$7,548,629                  |
| <b>Department Personal &amp; Operating Expenditures</b> |                            |                            |                            |                              |                              |
| General Government                                      | \$449,880                  | \$605,050                  | \$578,347                  | \$653,879                    | \$649,195                    |
| City Council  | 56,743                     | 57,137                     | 62,008                     | 62,432                       | 66,611                       |
| Administration  | 597,718                    | 579,477                    | 468,168                    | 440,124                      | 429,791                      |
| Human Resources   | 137,249                    | 154,574                    | 115,443                    | 50,485                       | 101,058                      |
| Community Development                                   | 310,537                    | 563,896                    | 559,054                    | 416,123                      | 558,151                      |
| Finance   | 482,592                    | 507,328                    | 456,890                    | 434,944                      | 456,305                      |
| Police  | 1,479,709                  | 1,761,305                  | 1,796,420                  | 1,739,081                    | 1,727,006                    |
| Fire  | 1,227,876                  | 1,418,538                  | 1,398,899                  | 1,305,906                    | 1,378,845                    |
| Parks, Recreation & Facilities                          | 778,653                    | 889,083                    | 1,281,430                  | 1,112,761                    | 1,160,357                    |
| Public Works  | 1,018,060                  | 1,053,920                  | 696,556                    | 665,395                      | 652,633                      |
| <b>Total Operating Expenditures</b>                     | <b>\$6,539,017</b>         | <b>\$7,590,308</b>         | <b>\$7,413,215</b>         | <b>\$6,881,130</b>           | <b>\$7,179,952</b>           |
| <b>Department Capital Outlay</b>                        |                            |                            |                            |                              |                              |
| General Government                                      | \$0                        | \$0                        | \$0                        | \$158,388                    | \$76,000                     |
| City Council  | 6,000                      | 0                          | 0                          | 0                            | 0                            |
| Administration  | 0                          | 0                          | 0                          | 0                            | 16,000                       |
| Human Resources   | 0                          | 0                          | 0                          | 0                            | 0                            |
| Community Development                                   | 0                          | 0                          | 0                          | 0                            | 0                            |
| Finance   | 0                          | 0                          | 0                          | 0                            | 24,861                       |
| Police  | 12,000                     | 0                          | 6,068                      | 10,161                       | 18,842                       |
| Fire  | 12,000                     | 0                          | 6,067                      | 0                            | 0                            |
| Parks, Recreation & Facilities                          | 15,750                     | 43,000                     | 0                          | 0                            | 5,500                        |
| Public Works  | 5,000                      | 18,000                     | 0                          | 0                            | 0                            |
| <b>Total Capital Outlay</b>                             | <b>\$50,750</b>            | <b>\$61,000</b>            | <b>\$12,135</b>            | <b>\$168,549</b>             | <b>\$141,203</b>             |
| <b>Department Totals</b>                                |                            |                            |                            |                              |                              |
| General Government                                      | \$449,880                  | \$605,050                  | \$578,347                  | \$812,267                    | \$725,195                    |
| City Council  | 62,743                     | 57,137                     | 62,008                     | 62,432                       | 66,611                       |
| Administration  | 597,718                    | 579,477                    | 468,168                    | 440,124                      | 445,791                      |
| Human Resources   | 137,249                    | 154,574                    | 115,443                    | 50,485                       | 101,058                      |
| Community Development                                   | 310,537                    | 563,896                    | 559,054                    | 416,123                      | 558,151                      |
| Finance   | 482,592                    | 507,328                    | 456,890                    | 434,944                      | 481,166                      |
| Police  | 1,491,709                  | 1,761,305                  | 1,802,488                  | 1,749,242                    | 1,745,848                    |
| Fire  | 1,239,876                  | 1,418,538                  | 1,404,966                  | 1,305,906                    | 1,378,845                    |
| Parks, Recreation & Facilities                          | 794,403                    | 932,083                    | 1,281,430                  | 1,112,761                    | 1,165,857                    |
| Public Works  | 1,023,060                  | 1,071,920                  | 696,556                    | 665,395                      | 652,633                      |
| <b>Total All Departments</b>                            | <b>\$6,589,767</b>         | <b>\$7,651,308</b>         | <b>\$7,425,350</b>         | <b>\$7,049,679</b>           | <b>\$7,321,155</b>           |
| Revenues Less Department Expenditures                   | -\$346,364                 | -\$3,180                   | \$81,691                   | \$401,572                    | \$227,474                    |
| Accumulated Reserves (Beginning)                        | \$1,284,154                | \$1,088,638                | \$1,266,903                | \$1,540,057                  | \$1,534,152                  |
| Funds Available for non operating exp.                  | \$937,790                  | \$1,085,458                | \$1,348,594                | \$1,941,629                  | \$1,761,626                  |
| Non Operating Expenditures:                             |                            |                            |                            |                              |                              |
| Transfers Out To Other Funds                            | \$321,669                  | \$324,529                  | \$207,120                  | \$212,582                    | \$282,618                    |
| Debt Service  | \$99,262                   | \$149,911                  | \$143,519                  | \$143,519                    | \$143,519                    |
| <b>Total Non Operating</b>                              | <b>\$420,931</b>           | <b>\$474,440</b>           | <b>\$350,639</b>           | <b>\$356,101</b>             | <b>\$426,137</b>             |
| Accumulated Reserves (Ending) Before Allocations        | \$516,859                  | \$611,018                  | \$997,955                  | \$1,585,528                  | \$1,335,489                  |
| Allocations:  |                            |                            |                            |                              |                              |
| Vacation/Sick Accrual                                   | \$91,679                   | \$152,700                  | \$140,575                  | \$140,575                    | \$98,795                     |
| Self Insurance Pool                                     | \$0                        | \$0                        | \$0                        | \$0                          | \$0                          |
| <b>Total Allocations</b>                                | <b>\$91,679</b>            | <b>\$152,700</b>           | <b>\$140,575</b>           | <b>\$140,575</b>             | <b>\$98,795</b>              |
| Accumulated Reserves (Ending) Less Allocations          | \$425,180                  | \$458,318                  | \$857,380                  | \$1,444,953                  | \$1,236,694                  |
| <b>Total Reserves Computation</b>                       |                            |                            |                            |                              |                              |
| General Fund Reserve for Contingencies                  | \$457,805                  | \$611,018                  | \$997,955                  | \$1,534,152                  | \$1,340,711                  |
| General Fund Wage Adjustment Reserve                    | \$59,054                   | \$0                        | \$0                        | \$0                          | \$0                          |
| Special Revenue Reserves (Spec Rev Funds)               | \$794,364                  | \$1,413,078                | \$1,487,191                | \$2,721,947                  | \$2,784,383                  |
| Capital Project Reserves (Cap Proj Fund)                | \$150,577                  | \$134,873                  | \$48,272                   | \$245,632                    | \$163,456                    |
| <b>Total Reserves</b>                                   | <b>\$1,461,800</b>         | <b>\$2,158,969</b>         | <b>\$2,533,418</b>         | <b>\$4,501,731</b>           | <b>\$4,288,550</b>           |

(1) Money set aside for 05/06 wage adjustments



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| <b><u>TOTAL ALL SPECIAL REVENUE FUNDS</u></b> |                         |                         |                           |                            |
|---|-------------------------|-------------------------|---------------------------|----------------------------|
|   | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
| <b>INCOME</b>                                 |                         |                         |                           |                            |
| Intergovernmental Revenue                     | \$535,074               | \$454,038               | \$875,902                 | \$570,006                  |
| Metropolitan Planning Organization            | 0                       | 0                       | 305,000                   | 305,000                    |
| Fines & Forfeitures                           | 28,519                  | 3,718                   | 2,700                     | 6,900                      |
| Miscellaneous                                 | 52,254                  | 24,925                  | 30,000                    | 3,500                      |
| Interest Income                               | 78,641                  | 82,873                  | 61,995                    | 59,860                     |
| FHLB Interest                                 | 10,910                  | 31,846                  | 25,000                    | 0                          |
| Special Assessment                            | 211,961                 | 292,967                 | 216,000                   | 134,000                    |
| Transfers In                                  | 1,464                   | 23,500                  | 0                         | 2,410                      |
| Prior Year Carry forward                      | 1,698,707               | 1,993,170               | 2,061,945                 | 2,721,947                  |
| <b>Total Income</b>                           | <b>\$2,617,530</b>      | <b>\$2,907,037</b>      | <b>\$3,578,542</b>        | <b>\$3,803,623</b>         |
| <b>EXPENDITURES</b>                           |                         |                         |                           |                            |
| Personnel Services                            | \$0                     | \$0                     | \$0                       | \$0                        |
| Operating Expenditures                        | 132,545                 | 63,581                  | 13,960                    | 86,330                     |
| Capital Outlays                               | 163,157                 | 72,285                  | 1,851,000                 | 661,824                    |
| Transfers Out                                 | 328,658                 | 325,580                 | 307,435                   | 292,416                    |
| Reserves                                      | 1,993,170               | 2,445,591               | 1,406,147                 | 2,763,053                  |
| <b>Total Expenditures</b>                     | <b>\$2,617,530</b>      | <b>\$2,907,037</b>      | <b>\$3,578,542</b>        | <b>\$3,803,623</b>         |

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**POLICE SPECIAL EDUCATION FUND 104**

|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Intergovernmental Revenue | \$0                     | \$0                     | \$0                       | \$0                        |
| Fines & Forfeitures       | 2,965                   | 3,718                   | 2,700                     | 2,600                      |
| Miscellaneous             | 0                       | 0                       | 0                         | 0                          |
| Interest Income           | 336                     | 427                     | 400                       | 260                        |
| Special Assessment        | 0                       | 0                       | 0                         | 0                          |
| Transfers In              | 0                       | 0                       | 0                         | 0                          |
| Prior Year Carry forward  | 7,122                   | 10,423                  | 13,498                    | 12,458                     |
| <b>Total Income</b>       | <b>\$10,423</b>         | <b>\$14,568</b>         | <b>\$16,598</b>           | <b>\$15,318</b>            |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Personnel Services        | \$0                     | \$0                     | \$0                       | \$0                        |
| Operating Expenditures    | 0                       | 0                       | 0                         | 0                          |
| Capital Outlays           | 0                       | 0                       | 0                         | 0                          |
| Transfers Out             | 0                       | 0                       | 0                         | 0                          |
| Reserves                  | 10,423                  | 14,568                  | 16,598                    | 15,318                     |
| <b>Total Expenditures</b> | <b>\$10,423</b>         | <b>\$14,568</b>         | <b>\$16,598</b>           | <b>\$15,318</b>            |

**INFORMATION ABOUT POLICE SPECIAL EDUCATION FUND**

**Description:** Used for Police Special Education i.e. Training and education including travel and per diem.  
**Revenue Source:** Monthly Traffic Civil Fines (LET/TT-Civil from Hernando County Clerk of Circuit Court)  
**Expenditures:** Police Education

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**PARKS & RECREATION-TRANSPORTATION 105**

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|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 (1) |
|---------------------------|-----------------|-----------------|-------------------|------------------------|
| <b>INCOME</b>             |                 |                 |                   |                        |
| Intergovernmental Revenue | \$0             | \$0             | \$0               | \$0                    |
| Fines & Forfeitures       | 0               | 0               | 0                 | 0                      |
| Miscellaneous             | 10,007          | 10,035          | 10,000            | 0                      |
| Interest Income           | 11              | 14              | 15                | 0                      |
| Special Assessment        | 0               | 0               | 0                 | 0                      |
| Transfers In              | 0               | 0               | 0                 | 0                      |
| Prior Year Carry forward  | 235             | 246             | 258               | 0                      |
| <b>Total Income</b>       | <b>\$10,253</b> | <b>\$10,295</b> | <b>\$10,273</b>   | <b>\$0</b>             |
| <b>EXPENDITURES</b>       |                 |                 |                   |                        |
| Personnel Services        | \$0             | \$0             | \$0               | \$0                    |
| Operating Expenditures    | 0               | 0               | 0                 | 0                      |
| Capital Outlays           | 0               | 0               | 0                 | 0                      |
| Transfers Out             | 10,007          | 10,035          | 10,000            | 0                      |
| Reserves                  | 246             | 260             | 273               | 0                      |
| <b>Total Expenditures</b> | <b>\$10,253</b> | <b>\$10,295</b> | <b>\$10,273</b>   | <b>\$0</b>             |

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(1) Closing Fund moving United Way Grant to General Fund.

Fund being closed to be accounted for in General Fund. United Way Grant will be reported in General Fund.

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**LOCAL OPTION GAS TAX 108**

|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Intergovernmental Revenue | \$314,604               | \$315,545               | \$297,435                 | \$290,006                  |
| Fines & Forfeitures       | 0                       | 0                       | 0                         | 0                          |
| Miscellaneous             | 0                       | 0                       | 0                         | 0                          |
| Interest Income           | 3                       | 0                       | 0                         | 0                          |
| Special Assessment        | 0                       | 0                       | 0                         | 0                          |
| Transfers In              | 0                       | 0                       | 0                         | 0                          |
| Prior Year Carry forward  | 32,643                  | 32,563                  | 33,919                    | 32,563                     |
| <b>Total Income</b>       | <b>\$347,250</b>        | <b>\$348,108</b>        | <b>\$331,354</b>          | <b>\$322,569</b>           |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Personnel Services        | \$0                     | \$0                     | \$0                       | \$0                        |
| Operating Expenditures    | 0                       | 0                       | 0                         | 0                          |
| Capital Outlays           | 0                       | 0                       | 0                         | 0                          |
| Transfers Out             | 314,687                 | 315,545                 | 297,435                   | 290,006                    |
| Reserves                  | 32,563                  | 32,563                  | 33,919                    | 32,563                     |
| <b>Total Expenditures</b> | <b>\$347,250</b>        | <b>\$348,108</b>        | <b>\$331,354</b>          | <b>\$322,569</b>           |

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**Description:** Local Option Gas Taxes.

**Revenue Source:** Funds are provided from gas taxes collected and distributed by the State of Florida:

Hernando County has 6 cents tax on 1 to 6 cent Local Option and 2 cents on 1 to 5 cent Local Option.  
City receives Distribution percentage.

**Expenditures:** Transferred to General Fund for road maintenance expenses.

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**LAW ENFORCEMENT INVESTIGATIVE TRUST 109**

|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                 |                 |                   |                    |
| Intergovernmental Revenue | \$0             | \$0             | \$0               | \$0                |
| Fines & Forfeitures       | 0               | 0               | 0                 | 0                  |
| Miscellaneous             | -6,185          | 0               | 0                 | 0                  |
| Interest Income           | 361             | 457             | 450               | 0                  |
| Special Assessment        | 0               | 0               | 0                 | 0                  |
| Transfers In              | 0               | 23,500          | 0                 | 0                  |
| Prior Year Carry forward  | 43,823          | 36,535          | 36,967            | 35,445             |
| <b>Total Income</b>       | <b>\$37,999</b> | <b>\$60,492</b> | <b>\$37,417</b>   | <b>\$35,445</b>    |
| <b>EXPENDITURES</b>       |                 |                 |                   |                    |
| Personnel Services        | \$0             | \$0             | \$0               | \$0                |
| Operating Expenditures    | 0               | 0               | 0                 | 30,000 (1)         |
| Capital Outlays           | 0               | 23,500          | 0                 | 0                  |
| Transfers Out             | 1,464           | 0               | 0                 | 0                  |
| Reserves                  | 36,535          | 36,992          | 37,417            | 5,445              |
| <b>Total Expenditures</b> | <b>\$37,999</b> | <b>\$60,492</b> | <b>\$37,417</b>   | <b>\$35,445</b>    |

(1) Weapons and Gun Racks

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**Description:** Law Enforcement Investigative Trust Fund  
**Revenue Source:** Property in lieu of forfeiture. This Fund is City created and is not required by the State of Florida.  
**Expenditures:** Fund are used for official investigations by the City of Brooksville Police Department.

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**ROAD IMPACT FEES FUND 110**

|                           | Actual<br>05/06    | Actual<br>06/07    | Budgeted<br>07/08  | Requested<br>08/09 |
|---------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>INCOME</b>             |                    |                    |                    |                    |
| Intergovernmental Revenue | \$0                | \$0                | \$0                | \$0                |
| Fines & Forfeitures       | 0                  | 0                  | 0                  | 0                  |
| Miscellaneous             | 120                | 0                  | 0                  | 0                  |
| Interest Income           | 57,344             | 63,907             | 40,000             | 50,000             |
| FHLB Interest             | 10,910             | 27,827             | 25,000             | 0                  |
| Special Assessment        | 100,653            | 207,019            | 150,000            | 100,000            |
| Transfers In              | 0                  | 0                  | 0                  | 0                  |
| Prior Year Carry forward  | 1,165,405          | 1,334,432          | 1,316,000          | 1,852,454          |
| <b>Total Income</b>       | <b>\$1,334,432</b> | <b>\$1,633,185</b> | <b>\$1,531,000</b> | <b>\$2,002,454</b> |
| <b>EXPENDITURES</b>       |                    |                    |                    |                    |
| Personnel Services        | \$0                | \$0                | \$0                | \$0                |
| Operating Expenditures    | 0                  | 0                  | 0                  | 0                  |
| Capital Outlays           | 0                  | 0                  | 900,000            | 0                  |
| Transfers Out             | 0                  | 0                  | 0                  | 0                  |
| Reserves                  | 1,334,432          | 1,633,185          | 631,000            | 2,002,454          |
| <b>Total Expenditures</b> | <b>\$1,334,432</b> | <b>\$1,633,185</b> | <b>\$1,531,000</b> | <b>\$2,002,454</b> |

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**Description:** Impact Fees for Roads

**Revenue Source:** Impact Fees collected on new construction. City has adopted the Impact Fees according to Hernando Ordinances.

**Expenditures:** Capital expenditures for Roads. Fund are to be spent within 7 years of receipt.

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**LAW ENFORCEMENT IMPACT FEES FUND 112**

|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                 |                 |                   |                    |
| Intergovernmental Revenue | \$0             | \$10,507        | \$0               | \$0                |
| Fines & Forfeitures       | 0               | 0               | 0                 | 0                  |
| Miscellaneous             | 14,258          | 0               | 0                 | 0                  |
| Interest Income           | 3,974           | 2,114           | 1,030             | 400                |
| Special Assessment        | 0               | 0               | 0                 | 6,000              |
| Transfers In              | 0               | 0               | 0                 | 0                  |
| Prior Year Carry forward  | 64,378          | 44,136          | 21,298            | 18,583             |
| <b>Total Income</b>       | <b>\$82,610</b> | <b>\$56,757</b> | <b>\$22,328</b>   | <b>\$24,983</b>    |
| <b>EXPENDITURES</b>       |                 |                 |                   |                    |
| Personnel Services        | \$0             | \$0             | \$0               | \$0                |
| Operating Expenditures    | 38,474          | 38,350          | 0                 | 0                  |
| Capital Outlays           | 0               | 0               | 0                 | 0                  |
| Transfers Out             | 0               | 0               | 0                 | 0                  |
| Reserves                  | 44,136          | 18,407          | 22,328            | 24,983             |
| <b>Total Expenditures</b> | <b>\$82,610</b> | <b>\$56,757</b> | <b>\$22,328</b>   | <b>\$24,983</b>    |

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**Description:** Impact Fees for Law Enforcement  
**Revenue Source:** Impact Fees collected on new construction. City has adopted the Impact Fees according to Hernando Ordinances.  
**Expenditures:** Capital expenditures for Law Enforcement purposes. Fund are to be spent within 7 years of receipt. County Ordinance defines capital as equipment purchases with an expected life of 3 years or more.

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**PUBLIC BUILDING IMPACT FEES FUND 113**

|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Intergovernmental Revenue | \$0                     | \$0                     | \$0                       | \$0                        |
| Fines & Forfeitures       | 0                       | 0                       | 0                         | 0                          |
| Miscellaneous             | 0                       | 0                       | 0                         | 0                          |
| Interest Income           | 7,233                   | 5,387                   | 4,500                     | 4,000                      |
| FHLB Interest             |                         | 4,019                   | 5,000                     | 0                          |
| Special Assessment        | 42,832                  | 37,301                  | 33,000                    | 10,000                     |
| Transfers In              | 0                       | 0                       | 0                         | 0                          |
| Prior Year Carry forward  | 116,249                 | 166,314                 | 203,314                   | 250,657                    |
| <b>Total Income</b>       | <b>\$166,314</b>        | <b>\$213,021</b>        | <b>\$245,814</b>          | <b>\$264,657</b>           |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Personnel Services        | \$0                     | \$0                     | \$0                       | \$0                        |
| Operating Expenditures    | 0                       | 0                       | 0                         | 0                          |
| Capital Outlays           | 0                       | 0                       | 0                         | 0                          |
| Transfers Out             | 0                       | 0                       | 0                         | 0                          |
| Reserves                  | 166,314                 | 213,021                 | 245,814                   | 264,657                    |
| <b>Total Expenditures</b> | <b>\$166,314</b>        | <b>\$213,021</b>        | <b>\$245,814</b>          | <b>\$264,657</b>           |

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**Description:** Impact Fees for Public Buildings  
**Revenue Source:** Impact Fees collected on new construction. City has adopted the Impact Fees according to Hernando Ordinances.  
**Expenditures:** Capital expenditures for Public Building. Fund are to be spent within 7 years of receipt.  
 County Ordinance defines capital as equipment purchases with an expected life of 3 years or more.

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**FIRE/EMS IMPACT FEES FUND 114**

|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                 |                 |                   |                    |
| Intergovernmental Revenue | \$0             | \$0             | \$0               | \$0                |
| Fines & Forfeitures       | 0               | 0               | 0                 | 0                  |
| Miscellaneous             | 0               | 0               | 0                 | 0                  |
| Interest Income           | 2,144           | 3,004           | 3,000             | 1,800              |
| Special Assessment        | 22,954          | 19,768          | 15,000            | 10,000             |
| Transfers In              | 0               | 0               | 0                 | 0                  |
| Prior Year Carry forward  | 30,046          | 55,144          | 72,972            | 87,212             |
| <b>Total Income</b>       | <b>\$55,144</b> | <b>\$77,916</b> | <b>\$90,972</b>   | <b>\$99,012</b>    |
| <b>EXPENDITURES</b>       |                 |                 |                   |                    |
| Personnel Services        | \$0             | \$0             | \$0               | \$0                |
| Operating Expenditures    | 0               | 0               | 0                 | 0                  |
| Capital Outlays           | 0               | 0               | 0                 | 0                  |
| Transfers Out             | 0               | 0               | 0                 | 0                  |
| Reserves                  | 55,144          | 77,916          | 90,972            | 99,012             |
| <b>Total Expenditures</b> | <b>\$55,144</b> | <b>\$77,916</b> | <b>\$90,972</b>   | <b>\$99,012</b>    |

(1) Approximately \$10,000 of Cash Reserves in 06/07 is unearned to the City.

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**Description:** Impact Fees for Fire/EMS

**Revenue Source:** Impact Fees collected on new construction. City has adopted the Impact Fees according to Hernando Ordinances.

**Expenditures:** Capital expenditures for Fire/EMS. Fund are to be spent within 7 years of receipt.

County Ordinance defines capital as equipment purchases with an expected life of 3 years or more.

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**PARKS IMPACT FEES FUND 115**

|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Intergovernmental Revenue | \$0                     | \$0                     | \$0                       | \$0                        |
| Fines & Forfeitures       | 0                       | 0                       | 0                         | 0                          |
| Miscellaneous             | 0                       | 0                       | 0                         | 0                          |
| Interest Income           | 1,568                   | 2,447                   | 2,500                     | 1,400                      |
| Special Assessment        | 45,522                  | 28,879                  | 18,000                    | 8,000                      |
| Transfers In              | 0                       | 0                       | 0                         | 0                          |
| Prior Year Carry forward  | 7,318                   | 54,408                  | 73,712                    | 102,930                    |
| <b>Total Income</b>       | <b>\$54,408</b>         | <b>\$85,734</b>         | <b>\$94,212</b>           | <b>\$112,330</b>           |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Personnel Services        | \$0                     | \$0                     | \$0                       | \$0                        |
| Operating Expenditures    | 0                       | 0                       | 0                         | 0                          |
| Capital Outlays           | 0                       | 0                       | 0                         | 0                          |
| Transfers Out             | 0                       | 0                       | 0                         | 0                          |
| Reserves                  | 54,408                  | 85,734                  | 94,212                    | 112,330                    |
| <b>Total Expenditures</b> | <b>\$54,408</b>         | <b>\$85,734</b>         | <b>\$94,212</b>           | <b>\$112,330</b>           |

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**Description:** Impact Fees for Parks

**Revenue Source:** Impact Fees collected on new construction. City has adopted the Impact Fees according to Hernando Ordinances.

**Expenditures:** Capital expenditures for Parks and Recreation. Fund are to be spent within 7 years of receipt.

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**LAW ENFORCEMENT TRUST FUND 116**

|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                 |                 |                   |                    |
| Intergovernmental Revenue | \$0             | \$0             | \$0               | \$0                |
| Fines & Forfeitures       | 0               | 0               | 0                 | 4,000              |
| Miscellaneous             | 22,117          | 12,830          | 20,000            | 500                |
| Interest Income           | 489             | 622             | 650               | 0                  |
| Special Assessment        | 0               | 0               | 0                 | 0                  |
| Transfers In              | 0               | 0               | 0                 | 0                  |
| Prior Year Carry forward  | 10,142          | 26,463          | 34,743            | 27,375             |
| <b>Total Income</b>       | <b>\$32,748</b> | <b>\$39,915</b> | <b>\$55,393</b>   | <b>\$31,875</b>    |
| <b>EXPENDITURES</b>       |                 |                 |                   |                    |
| Personnel Services        | \$0             | \$0             | \$0               | \$0                |
| Operating Expenditures    | 6,285           | 2,271           | 0                 | 15,000 (1)         |
| Capital Outlays           | 0               | 0               | 0                 | 0                  |
| Transfers Out             | 0               | 0               | 0                 | 0                  |
| Reserves                  | 26,463          | 37,644          | 55,393            | 16,875             |
| <b>Total Expenditures</b> | <b>\$32,748</b> | <b>\$39,915</b> | <b>\$55,393</b>   | <b>\$31,875</b>    |

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(1) Surveillance equipment

**Description:** Law Enforcement Trust Fund

**Revenue Source:** Confiscated property. This Fund is required by the State of Florida.

**Expenditures:** Fund are used for official investigations by the City of Brooksville Police Department.

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**JUSTICE ASSISTANCE GRANT(JAG) Fund 118**

|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Intergovernmental Revenue | \$28,375                | \$16,403                | \$8,467                   | \$0                        |
| Fines & Forfeitures       | 0                       | 0                       | 0                         | 0                          |
| Miscellaneous             | 0                       | 0                       | 0                         | 0                          |
| Interest Income           | 0                       | 0                       | 0                         | 0                          |
| Special Assessment        | 0                       | 0                       | 0                         | 0                          |
| Transfers In              | 1,464                   | 0                       | 0                         | 0                          |
| Prior Year Carry forward  | 0                       | 0                       | 0                         | 9                          |
| <b>Total Income</b>       | <b>\$29,839</b>         | <b>\$16,403</b>         | <b>\$8,467</b>            | <b>\$9</b>                 |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Personnel Services        | \$0                     | \$0                     | \$0                       | \$0                        |
| Operating Expenditures    | 29,839                  | 16,375                  | 8,467                     | 0                          |
| Capital Outlays           | 0                       | 0                       | 0                         | 0                          |
| Transfers Out             | 0                       | 0                       | 0                         | 0                          |
| Reserves                  | 0                       | 28                      | 0                         | 9                          |
| <b>Total Expenditures</b> | <b>\$29,839</b>         | <b>\$16,403</b>         | <b>\$8,467</b>            | <b>\$9</b>                 |

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**Description:** Justice Assistance Grants (JAG)  
**Revenue Source:** Department of Justice and FDLE Grants

**Expenditures:** Fund are used for law enforcement purposes by the City of Brooksville Police Department.

**POLICE SPECIAL COMMUNICATIONS FUND 119**

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|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                 |                 |                   |                    |
| Intergovernmental Revenue | \$0             | \$0             | \$0               | \$0                |
| Fines & Forfeitures       | 0               | 0               | 0                 | 0                  |
| Miscellaneous             | 0               | 0               | 0                 | 0                  |
| Interest Income           | 194             | 246             | 50                | 0                  |
| Special Assessment        | 0               | 0               | 0                 | 0                  |
| Transfers In              | 0               | 0               | 0                 | 0                  |
| Prior Year Carry forward  | 4,017           | 4,211           | 4,443             | 0                  |
| <b>Total Income</b>       | <b>\$4,211</b>  | <b>\$4,457</b>  | <b>\$4,493</b>    | <b>\$0</b>         |
| <b>EXPENDITURES</b>       |                 |                 |                   |                    |
| Personnel Services        | \$0             | \$0             | \$0               | \$0                |
| Operating Expenditures    | 0               | 0               | 4,493             | 0                  |
| Capital Outlays           | 0               | 0               | 0                 | 0                  |
| Transfers Out             | 0               | 0               | 0                 | 0                  |
| Reserves                  | 4,211           | 4,457           | 0                 | 0                  |
| <b>Total Expenditures</b> | <b>\$4,211</b>  | <b>\$4,457</b>  | <b>\$4,493</b>    | <b>\$0</b>         |

(1) Closing Fund at close of fiscal year 07 08. Transferring remaining funds to Fund #104.

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**GOOD NEIGHBOR TRAIL FUND 120 \***

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|                                    | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|------------------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>                      |                 |                 |                   |                    |
| Intergovernmental Revenue          | \$0             | \$156           | \$330,000         | \$130,000 (1)      |
| Metropolitan Planning Organization | 0               | 0               | 305,000           | 305,000 (2)        |
| Fines & Forfeitures                | 0               | 0               | 0                 | 0                  |
| Miscellaneous                      | 0               | 0               | 0                 | 0                  |
| Interest Income                    | 3,142           | 3,996           | 4,000             | 2,000              |
| Special Assessment                 | 0               | 0               | 0                 | 0                  |
| Transfers In                       | 0               | 0               | 0                 | 0                  |
| Prior Year Carry forward           | 65,104          | 68,246          | 72,010            | 74,824             |
| <b>Total Income</b>                | <b>\$68,246</b> | <b>\$72,398</b> | <b>\$711,010</b>  | <b>\$511,824</b>   |
| <b>EXPENDITURES</b>                |                 |                 |                   |                    |
| Personnel Services                 | \$0             | \$0             | \$0               | \$0                |
| Operating Expenditures             | 0               | 0               | 0                 | 0                  |
| Capital Outlays                    | 0               | 156             | 711,000           | 511,824 (3)        |
| Transfers Out                      | 0               | 0               | 0                 | 0                  |
| Reserves                           | 68,246          | 72,242          | 10                | 0                  |
| <b>Total Expenditures</b>          | <b>\$68,246</b> | <b>\$72,398</b> | <b>\$711,010</b>  | <b>\$511,824</b>   |

(1) FRDAP Grant for Parson's Brook Multi-Use (Bicycle/Jogging trail with footbridges)  
 (2) MPO - Build restrooms at Trail Head (\$75,000) and \$230,000 for trail  
 (3) City is covering match on design and construction with \$130,000 FRDAP and \$305,000 MPO funding for the Good Neighbor Trail

**Description:** Good Neighbor Trail Fund  
**Revenue Source:** Original funding was from CSX RR settlement;  
**Expenditures:** Good Neighbor Trail expenses

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**Fire Grants & Donations Fund 122**

|                           | Actual     | Actual     | Budgeted   | Requested      |
|---------------------------|------------|------------|------------|----------------|
| <b>INCOME</b>             |            |            |            |                |
| Intergovernmental Revenue | \$0        | \$0        | \$0        | \$0            |
| Fines & Forfeitures       | \$0        | \$0        | 0          | 0              |
| Miscellaneous             | \$0        | \$0        | 0          | 0              |
| Interest Income           | 0          | 0          | 0          | 0              |
| Loan Proceeds             | 0          | 0          | 0          | 0              |
| Transfers In              | 0          | 0          | 0          | 2,410          |
| Prior Year Carry forward  | 0          | 0          | 0          | 0              |
| <b>Total Income</b>       | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$2,410</b> |
| <b>EXPENDITURES</b>       |            |            |            |                |
| Personnel Services        | \$0        | \$0        | \$0        | \$0            |
| Operating Expenditures    | 0          | 0          | 0          | 0              |
| Capital Outlays           | 0          | 0          | 0          | 0              |
| Transfers Out             | 0          | 0          | 0          | 0              |
| Reserves                  | 0          | 0          | 0          | 2,410          |
| <b>Total Expenditures</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$2,410</b> |

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**Description:** Fire Grants and Donations Fund  
**Revenue Source:** Grants and donations to Fire Department  
**Expenditures:** Fire Department expenses

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**Police Grants & Donations Fund 123**

|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                 |                 |                   |                    |
| Intergovernmental Revenue | \$0             | \$0             | \$0               | \$0                |
| Fines & Forfeitures       | \$0             | \$0             | 0                 | 0                  |
| Miscellaneous             | \$0             | \$0             | 0                 | 3,000              |
| Interest Income           | 0               | 0               | 0                 | 0                  |
| Loan Proceeds             | 0               | 0               | 0                 | 0                  |
| Transfers In              | 0               | 0               | 0                 | 0                  |
| Prior Year Carry forward  | 0               | 0               | 0                 | 11,743             |
| <b>Total Income</b>       | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>        | <b>\$14,743</b>    |
| <b>EXPENDITURES</b>       |                 |                 |                   |                    |
| Personnel Services        | \$0             | \$0             | \$0               | \$0                |
| Operating Expenditures    | 0               | 0               | 0                 | 11,330 (1)         |
| Capital Outlays           | 0               | 0               | 0                 | 0                  |
| Transfers Out             | 0               | 0               | 0                 | 2,410              |
| Reserves                  | 0               | 0               | 0                 | 1,003              |
| <b>Total Expenditures</b> | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>        | <b>\$14,743</b>    |

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(1) K-9 Program for 08/09

**Description:** Police Grants and Donations Fund  
**Revenue Source:** Grants and donations to Police Department  
**Expenditures:** Police Department expenses

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**FRIENDS OF THE CHILDREN FUND 130**

|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                 |                 |                   |                    |
| Intergovernmental Revenue | \$0             | \$0             | \$0               | \$0                |
| Fines & Forfeitures       | 0               | 0               | 0                 | 0                  |
| Miscellaneous-Donations   | 11,937          | 2,060           | 0                 | 0                  |
| Interest Income           | 360             | 252             | 0                 | 0                  |
| Special Assessment        | 0               | 0               | 0                 | 0                  |
| Transfers In              | 0               | 0               | 0                 | 0                  |
| Prior Year Carry forward  | 8,532           | 6,976           | 0                 | 0                  |
| <b>Total Income</b>       | <b>\$20,829</b> | <b>\$9,288</b>  | <b>\$0</b>        | <b>\$0</b>         |
| <b>EXPENDITURES</b>       |                 |                 |                   |                    |
| Personnel Services        | \$0             | \$0             | \$0               | \$0                |
| Operating Expenditures    | 11,353          | 6,085           | 0                 | 0                  |
| Capital Outlays           | 0               | 0               | 0                 | 0                  |
| Transfers Out             | 2,500           | 0               | 0                 | 0                  |
| Reserves                  | 6,976           | 3,203           | 0                 | 0                  |
| <b>Total Expenditures</b> | <b>\$20,829</b> | <b>\$9,288</b>  | <b>\$0</b>        | <b>\$0</b>         |

(1) Closing Fund in 07 08; transferring remaining Funds to Fund 302

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**CDBG (COMMERCIAL REVITALIZATION) GRANT 131**

|                           | Actual<br>05/06  | Actual<br>06/07  | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|------------------|------------------|-------------------|--------------------|
| <b>INCOME</b>             |                  |                  |                   |                    |
| Intergovernmental Revenue | \$0              | \$0              | \$0               | \$0                |
| Fines & Forfeitures       | 0                | 0                | 0                 | 0                  |
| Miscellaneous             | 0                | 0                | 0                 | 0                  |
| Interest Income           | 0                | 0                | 0                 | 0                  |
| Special Assessment        | 0                | 0                | 0                 | 0                  |
| Transfers In              | 0                | 0                | 0                 | 0                  |
| Prior Year Carry forward  | 128,368          | 128,368          | 128,368           | 128,368            |
| <b>Total Income</b>       | <b>\$128,368</b> | <b>\$128,368</b> | <b>\$128,368</b>  | <b>\$128,368</b>   |
| <b>EXPENDITURES</b>       |                  |                  |                   |                    |
| Personnel Services        | \$0              | \$0              | \$0               | \$0                |
| Operating Expenditures    | 0                | 0                | 0                 | 0                  |
| Capital Outlays           | 0                | 0                | 0                 | 0                  |
| Transfers Out             | 0                | 0                | 0                 | 0                  |
| Reserves                  | 128,368          | 128,368          | 128,368           | 128,368            |
| <b>Total Expenditures</b> | <b>\$128,368</b> | <b>\$128,368</b> | <b>\$128,368</b>  | <b>\$128,368</b>   |

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**Description:** CDBG (Commercial Revitalization Grant) Fund 131

**Revenue Source:** Receivable from CRA to this Fund for downtown redevelopment improvements

**Expenditures:** Community Redevelopment expenditures.

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**TREE/STREETSCAPING 134**

|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                 |                 |                   |                    |
| Intergovernmental Revenue | \$42,000        | \$50,310        | \$0               | \$0                |
| Fines & Forfeitures       | 25,554          | 0               | 0                 | 300                |
| Miscellaneous             | 0               | 0               | 0                 | 0                  |
| Interest Income           | 908             | 0               | 400               | 0                  |
| Special Assessment        | 0               | 0               | 0                 | 0                  |
| Transfers In              | 0               | 0               | 0                 | 0                  |
| Prior Year Carry forward  | 15,325          | 37,193          | 50,443            | 87,326             |
| <b>Total Income</b>       | <b>\$83,787</b> | <b>\$87,503</b> | <b>\$50,843</b>   | <b>\$87,626</b>    |
| <b>EXPENDITURES</b>       |                 |                 |                   |                    |
| Personnel Services        | \$0             | \$0             | \$0               | \$0                |
| Operating Expenditures    | 46,594          | 500             | 1,000             | 30,000 (1)         |
| Capital Outlays           | 0               | 0               | 0                 | 0                  |
| Transfers Out             | 0               | 0               | 0                 | 0                  |
| Reserves                  | 37,193          | 87,003          | 49,843            | 57,626             |
| <b>Total Expenditures</b> | <b>\$83,787</b> | <b>\$87,503</b> | <b>\$50,843</b>   | <b>\$87,626</b>    |

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(1) To be used in conjunction with Fund 140 and to replace trees in canopy street area that have been removed as appropriate.

**Description:** Tree/Streetscaping

**Revenue Source:** tree removal permits

**Expenditures:** Replacement of trees within the City of Brooksville.

**FDOT-US41/SR50 LANDSCAPING FUND 140**

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|                           | Actual<br>05/06  | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|------------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                  |                 |                   |                    |
| Intergovernmental Revenue | \$101,880        | \$0             | \$0               | \$150,000          |
| Fines & Forfeitures       | 0                | 0               | 0                 | 0                  |
| Miscellaneous             | 0                | 0               | 0                 | 0                  |
| Interest Income           | 0                | 0               | 0                 | 0                  |
| Special Assessment        | 0                | 0               | 0                 | 0                  |
| Transfers In              | 0                | 0               | 0                 | 0                  |
| Prior Year Carry forward  | 0                | 0               | 0                 | 0                  |
| <b>Total Income</b>       | <b>\$101,880</b> | <b>\$0</b>      | <b>\$0</b>        | <b>\$150,000</b>   |
| <b>EXPENDITURES</b>       |                  |                 |                   |                    |
| Personnel Services        | \$0              | \$0             | \$0               | \$0                |
| Operating Expenditures    | 0                | 0               | 0                 | 0                  |
| Capital Outlays           | 101,880          | 0               | 0                 | 150,000 (1)        |
| Transfers Out             | 0                | 0               | 0                 | 0                  |
| Reserves                  | 0                | 0               | 0                 | 0                  |
| <b>Total Expenditures</b> | <b>\$101,880</b> | <b>\$0</b>      | <b>\$0</b>        | <b>\$150,000</b>   |

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(1) Design, permitting and oversight, construction installation and materials.

**TOPS (TRANSPORTATION OUTREACH PROGRAM) GRANT 142**

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|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                 |                 |                   |                    |
| Intergovernmental Revenue | \$48,215        | \$61,117        | \$240,000         | \$0                |
| Fines & Forfeitures       | 0               | 0               | 0                 | 0                  |
| Miscellaneous             | 0               | 0               | 0                 | 0                  |
| Interest Income           | 574             | 0               | 0                 | 0                  |
| Special Assessment        | 0               | 0               | 0                 | 0                  |
| Transfers In              | 0               | 0               | 0                 | 0                  |
| Prior Year Carry forward  | 0               | -12,488         | 0                 | 0                  |
| <b>Total Income</b>       | <b>\$48,789</b> | <b>\$48,629</b> | <b>\$240,000</b>  | <b>\$0</b>         |
| <b>EXPENDITURES</b>       |                 |                 |                   |                    |
| Personnel Services        | \$0             | \$0             | \$0               | \$0                |
| Operating Expenditures    | 0               | 0               | 0                 | 0                  |
| Capital Outlays           | 61,277          | 48,629          | 240,000           | 0                  |
| Transfers Out             | 0               | 0               | 0                 | 0                  |
| Reserves                  | -12,488         | 0               | 0                 | 0                  |
| <b>Total Expenditures</b> | <b>\$48,789</b> | <b>\$48,629</b> | <b>\$240,000</b>  | <b>\$0</b>         |

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**TOTAL CAPITAL PROJECTS FUND \***

|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Intergovernmental Revenue | \$5,000                 | \$37,305                | \$34,000                  | \$32,000                   |
| Interest Income           | 6,609                   | 7,886                   | 7,500                     | 4,300                      |
| Miscellaneous             | 16,104                  | 0                       | 0                         | 28,000                     |
| Transfers In              | 80,000                  | 20,598                  | 0                         | 40,000                     |
| Prior Year Carry forward  | 125,653                 | 208,367                 | 196,848                   | 245,632                    |
| <b>Total Income</b>       | <b>\$233,366</b>        | <b>\$274,156</b>        | <b>\$238,348</b>          | <b>\$349,932</b>           |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Bond Payments             |                         | \$7,253                 |                           | \$31,476                   |
| Operating Expenditures    | \$24,999                | \$0                     | \$131,752                 | \$125,000                  |
| Capital Outlay            | 0                       | 24,702                  | 35,000                    | 0                          |
| Transfers Out             | 0                       | 20,598                  | 23,324                    | 30,000                     |
| Reserves                  | 208,367                 | 221,603                 | 48,272                    | 163,456                    |
| <b>Total Expenditures</b> | <b>\$233,366</b>        | <b>\$274,156</b>        | <b>\$238,348</b>          | <b>\$349,932</b>           |

\* Capital Projects Fund does not include all capital expenditures of the City. General Fund and Enterprise Funds also budget for capital expenditures.

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**McKETHAN CAPITAL PROJECTS FUND 302**

|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Intergovernmental Revenue | \$5,000                 | \$5,500                 | \$0                       | \$0                        |
| Interest Income           | 3,701                   | 3,702                   | 3,000                     | 1,500                      |
| Miscellaneous             | 16,104                  | 0                       | 0                         | 28,000 (1)                 |
| Transfers In              | 0                       | 0                       | 0                         | 0                          |
| Prior Year Carry forward  | 78,346                  | 78,152                  | 62,700                    | 75,624                     |
| <b>Total Income</b>       | <b>\$103,151</b>        | <b>\$87,354</b>         | <b>\$65,700</b>           | <b>\$105,124</b>           |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Operating Expenditures    | \$24,999                | \$0                     | \$3,000                   | \$15,000 (1)               |
| Capital Outlay            | 0                       | 24,702                  | 35,000                    | 0                          |
| Transfers Out             | 0                       | 0                       | 0                         | 0                          |
| Reserves                  | 78,152                  | 62,652                  | 27,700                    | 90,124                     |
| <b>Total Expenditures</b> | <b>\$103,151</b>        | <b>\$87,354</b>         | <b>\$65,700</b>           | <b>\$105,124</b>           |

(1) First Tee Annual Golf Tournament

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**Description:** Capital Expenditures for Parks, Recreation & Facilities  
**Revenue Source:** Has varied in the past; Golf Tournament are projected for 08 09  
**Expenditures:** Capital and operating expenses for Parks, Recreation & Facilities

**PUBLIC FACILITIES REPAIR AND MAINTENANCE FUND 306**

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|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Intergovernmental Revenue | \$0                     | \$0                     | \$0                       | \$0                        |
| Interest Income           | 647                     | 1,071                   | 1,000                     | 500                        |
| Miscellaneous             | 0                       | 0                       | 0                         | 0                          |
| Transfers In              | 2,500                   | 3,261                   | 0                         | 10,000                     |
| Prior Year Carry forward  | 12,164                  | 15,311                  | 19,572                    | 20,343                     |
| <b>Total Income</b>       | <b>\$15,311</b>         | <b>\$19,643</b>         | <b>\$20,572</b>           | <b>\$30,843</b>            |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Capital Outlay            | \$0                     | \$0                     | \$0                       | \$0                        |
| Transfers Out             | 0                       | 0                       | 0                         | 0                          |
| Reserves                  | 15,311                  | 19,643                  | 20,572                    | 30,843                     |
| <b>Total Expenditures</b> | <b>\$15,311</b>         | <b>\$19,643</b>         | <b>\$20,572</b>           | <b>\$30,843</b>            |

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**Description:** Reserves for future Public Facilities projects  
**Revenue Source:** Transfers from General Fund and Closing of City Hall Renovations Fund in 06 07  
**Expenditures:** Capital Expenditures for repair and maintenance on Public Facilities

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**CITY HALL RENOVATIONS FUND 307**

|                           | Actual<br>05/06 | Actual<br>06/07 | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|-----------------|-----------------|-------------------|--------------------|
| <b>INCOME</b>             |                 |                 |                   |                    |
| Intergovernmental Revenue | \$0             | \$0             | \$0               | \$0                |
| Interest Income           | 91              | 15              | 0                 | 0                  |
| Transfers In              | 2,500           | 0               | 0                 | 0                  |
| Prior Year Carry forward  | 655             | 3,246           | 0                 | 0                  |
| <b>Total Income</b>       | <b>\$3,246</b>  | <b>\$3,261</b>  | <b>\$0</b>        | <b>\$0</b>         |
| <b>EXPENDITURES</b>       |                 |                 |                   |                    |
| Capital Outlay            | \$0             | \$0             | \$0               | \$0                |
| Transfers Out             | 0               | 3,261           | 0                 | 0                  |
| Reserves                  | 3,246           | 0               | 0                 | 0                  |
| <b>Total Expenditures</b> | <b>\$3,246</b>  | <b>\$3,261</b>  | <b>\$0</b>        | <b>\$0</b>         |

Fund was closed in 06 07 transferred to Public Facilities Repair & Maintenance Fund

**MULTI YEAR CAPITAL PROJECT ACCUMULATION FUND 308**

|                           | Actual<br>05/06  | Actual<br>06/07  | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|------------------|------------------|-------------------|--------------------|
| <b>INCOME</b>             |                  |                  |                   |                    |
| Intergovernmental Revenue | \$0              | \$0              | \$0               | \$0                |
| Interest Income           | 2,170            | 3,098            | 3,500             | 2,300              |
| Miscellaneous             | 0                | 0                | 0                 | 0                  |
| Transfers In              | 75,000           | 0                | 0                 | 0                  |
| Prior Year Carry forward  | 34,488           | 111,658          | 114,576           | 116,789            |
| <b>Total Income</b>       | <b>\$111,658</b> | <b>\$114,756</b> | <b>\$118,076</b>  | <b>\$119,089</b>   |
| <b>EXPENDITURES</b>       |                  |                  |                   |                    |
| Operating Expenditures    | \$0              | \$0              | \$118,076         | \$110,000 (1)      |
| Capital Outlay            | 0                | 0                | 0                 | 0                  |
| Transfers Out             | 0                | 0                | 0                 | 0                  |
| Reserves                  | 111,658          | 114,756          | 0                 | 9,089              |
| <b>Total Expenditures</b> | <b>\$111,658</b> | <b>\$114,756</b> | <b>\$118,076</b>  | <b>\$119,089</b>   |

(1) Paving MLK with Hernando County ; b idgeted again in 08 09 depending upon billing from Hernando Co.

**Description:** Reserves for future large Capital projects

**Revenue Source:** Transfers from General Fund. (transferred from Streets)

**Expenditures:** Capital Expenditures for paving projects i.e. MLK Blvd.

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**CAPITAL IMPROVEMENT REVENUE FUND 309 (FOR 2006 USDA REVENUE BONDS)**

|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Mobile Home Licenses      | \$0                     | \$31,805                | \$34,000                  | \$32,000                   |
| Interest Income           | 0                       | 0                       | 0                         | 0                          |
| Miscellaneous             | 0                       | 0                       | 0                         | 0                          |
| Transfers In              | 0                       | 0                       | 0                         | 0                          |
| Prior Year Carry forward  | 0                       | 0                       | 0                         | 18,468                     |
| <b>Total Income</b>       | <b>\$0</b>              | <b>\$31,805</b>         | <b>\$34,000</b>           | <b>\$50,468</b>            |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Bond Payments             | \$0                     | \$0                     | \$10,676                  | \$0                        |
| Capital Outlay            | 0                       | 0                       | 0                         | 0                          |
| Transfers Out             | 0                       | 17,337                  | 23,324                    | 30,000                     |
| Reserves                  | 0                       | 14,468                  | 0                         | 20,468                     |
| <b>Total Expenditures</b> | <b>\$0</b>              | <b>\$31,805</b>         | <b>\$34,000</b>           | <b>\$50,468</b>            |

**Description:** Revenue Fund required by Capital Improvement Revenue Bond Series 2006 (thru USDA); Mobile Home Licenses are collateral for 2006 Loan. Special Fund is required by Bond covenant.

**Revenue Source:** Mobile Home Licenses

**Expenditures:** Necessary funds transferred to Fund 310 for annual debt service and Reserves that are required by Bond covenants.

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**BOND & INTEREST SINKING FUND 310 (FOR 2006 USDA REVENUE BONDS)**

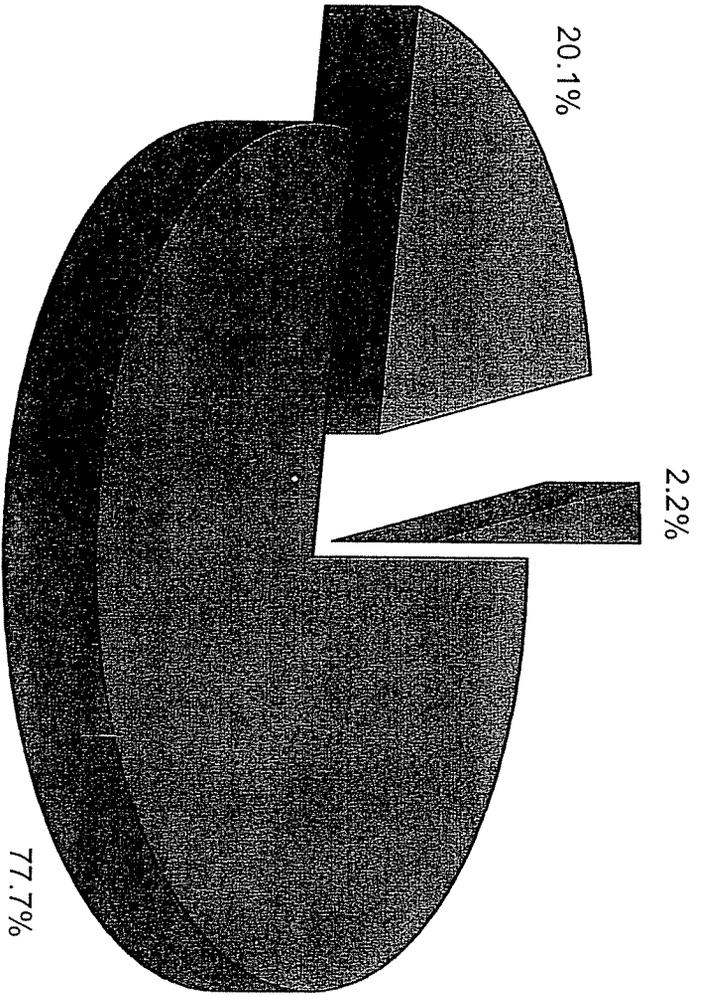
|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |     |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|-----|
| <b>INCOME</b>             |                         |                         |                           |                            |     |
| Mobile Home Licenses      | \$0                     | \$0                     | \$0                       | \$0                        |     |
| Interest Income           | 0                       | 0                       | 0                         | 0                          |     |
| Miscellaneous             | 0                       | 0                       | 0                         | 0                          |     |
| Transfers In              | 0                       | 17,337                  | 0                         | 30,000                     |     |
| Prior Year Carry forward  | 0                       | 0                       | 0                         | 14,408                     |     |
| <b>Total Income</b>       | <b>\$0</b>              | <b>\$17,337</b>         | <b>\$0</b>                | <b>\$44,408</b>            |     |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |     |
| Bond Payments             | \$0                     | \$7,253                 | \$0                       | \$31,476                   | (1) |
| Capital Outlay            | 0                       | 0                       | 0                         | 0                          |     |
| Transfers Out             | 0                       | 0                       | 0                         | 0                          |     |
| Reserves                  | 0                       | 10,084                  | 0                         | 12,932                     |     |
| <b>Total Expenditures</b> | <b>\$0</b>              | <b>\$17,337</b>         | <b>\$0</b>                | <b>\$44,408</b>            |     |

(1) Additional principal payments of \$15,000 in addition to normal debt service

**Description:** Revenue Fund required by Capital Improvement Revenue Bond Series 2006 (thru USDA); This Fund accumulates Debt Service for 2006 Bond (1/12 of interest and principal) and 1/120 of the Maximum Bond Service Requirement as a Reserve Account per the Bond covenants.  
**Revenue Source:** Transfers from Fund 309 (Capital Improvement Revenue Fund)  
**Expenditures:** Annual debt service on 2006 Capital Improvement Bond dated 11/30/06.

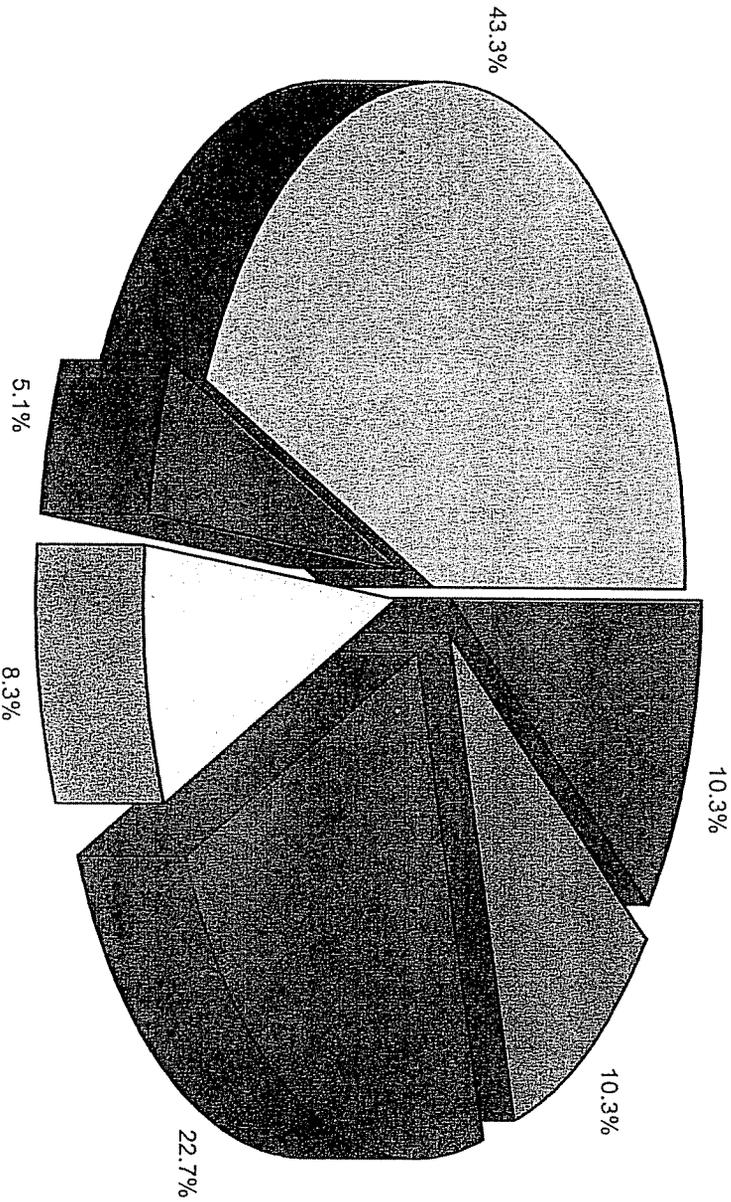
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## Enterprise Fund Expenditures By Departments For Fiscal Year 2008



- Water & Wastewater
- Solid Waste
- Fleet Maintenance

# Enterprise Fund Expenditures By Category For Fiscal Year 2008



- Personnel Services
- Operating Expenses
- Capital Outlay
- Debt Service
- Transfers
- Reserves

**WATER WASTEWATER  
ALL FUNDS SUMMARY**

|  | Actual              | Actual              | Adopted             | Adopted             |     |
|--|---------------------|---------------------|---------------------|---------------------|-----|
|  | 05/06               | 06/07               | Budget              | Budget              |     |
|  |                     |                     | 07/08               | 08/09               |     |
| <b>REVENUE SUMMARY:</b>                      |                     |                     |                     |                     |     |
| CHARGES FOR SERVICES                         | \$3,567,796         | \$3,489,700         | \$3,707,668         | \$3,550,300         |     |
| WATER IMPACT FEES (CONNECTION FEES)          | \$191,161           | \$128,637           | \$90,000            | \$10,000            |     |
| SEWER IMPACT FEES ( CONNECTION FEES)         | \$553,423           | \$50,475            | \$200,000           | \$40,000            |     |
| INTEREST INCOME                              | \$126,077           | \$164,036           | \$69,020            | \$119,720           |     |
| LOANS & GRANT REVENUE, CONTRIBUTIONS, ADJUST | \$3,499,933         | \$9,117,299         | \$1,918,900         | \$1,659,000         | (1) |
| WATER ADVISORY PANEL GRANT                   | \$1,275,724         | \$1,270,485         | \$470,000           | \$400,000           |     |
| <b>SUBTOTAL</b>                              | <b>\$9,214,114</b>  | <b>\$14,220,632</b> | <b>\$6,455,588</b>  | <b>\$5,779,020</b>  |     |
| TRANSFER IN                                  | \$6,997             | \$49,235            | \$0                 | \$0                 |     |
| PRIOR CASH CARRY FORWARD                     | \$2,801,616         | \$3,945,609         | \$4,314,767         | \$4,946,949         |     |
| <b>TOTAL REVENUES</b>                        | <b>\$12,022,727</b> | <b>\$18,215,476</b> | <b>\$10,770,355</b> | <b>\$10,725,969</b> |     |
| <b>EXPENSE SUMMARY:</b>                      |                     |                     |                     |                     |     |
| PERSONAL SERVICE                             | \$924,836           | \$1,020,722         | \$1,114,717         | \$1,062,867         |     |
| OPERATING EXPENSES                           | \$912,617           | \$955,975           | \$961,142           | \$896,083           |     |
| CAPITAL OUTLAY                               | \$4,898,787         | \$10,212,255        | \$4,169,500         | \$2,788,400         |     |
| <b>SUBTOTAL</b>                              | <b>\$6,736,240</b>  | <b>\$12,188,952</b> | <b>\$6,245,359</b>  | <b>\$4,747,350</b>  |     |
| <b>TRANSFERS OUT</b>                         |                     |                     |                     |                     |     |
| TO GENERAL FUND                              | \$393,800           | \$393,800           | \$444,452           | \$444,452           |     |
| TO INTERNAL SERVICE FUND                     | \$19,254            | \$62,590            | \$37,104            | \$25,967            |     |
| TO DENTAL PLAN FUND                          | \$4,281             | \$4,800             | \$4,272             | \$0                 |     |
| TO DEBT SERVICE ( SINKING FUND )             | \$873,543           | \$877,243           | \$1,063,036         | \$956,213           |     |
| TO FUND 409 FOR LOC/HANCOCK BANK             | \$50,000            | \$65,000            | \$80,000            | \$185,733           |     |
| TO VEHICLE R&R                               | \$0                 | \$20,611            | \$20,611            | \$20,686            |     |
| TO HRA FUNDING ACCOUNT                       |                     |                     |                     | \$11,250            |     |
| <b>TOTAL TRANSFERS OUT</b>                   | <b>\$1,340,878</b>  | <b>\$1,424,044</b>  | <b>\$1,649,475</b>  | <b>\$1,644,301</b>  |     |
| <b>TOTAL EXPENSE SUMMARY</b>                 | <b>\$8,077,118</b>  | <b>\$13,612,996</b> | <b>\$7,894,834</b>  | <b>\$6,391,651</b>  |     |
| RESERVES METER DEPOSITS                      | \$482,890           | \$502,585           | \$500,000           | \$515,000           |     |
| SINKING FUND RESERVES                        | \$500,367           | \$85,537            | \$485,000           | \$556,637           |     |
| RESERVE (R & R ) 99 and 2002                 | \$685,368           | \$785,108           | \$876,348           | \$919,255           |     |
| <b>TOTAL EXPENSES &amp; RESERVES</b>         | <b>\$9,745,743</b>  | <b>\$14,986,226</b> | <b>\$9,756,182</b>  | <b>\$8,382,543</b>  |     |
| CONNECTION FEES RESERVES                     | \$1,148,009         | \$1,508,288         | \$376,750           | \$1,013,382         |     |
| RESERVE CAPITAL IMPROVEMENTS                 | \$155,625           | \$157,345           | \$155,625           | \$163,000           |     |
| RESERVE FOR CONTINGENCIES                    | \$973,350           | \$1,563,597         | \$481,798           | \$1,167,044         |     |
| <b>TOTAL FUND BALANCE</b>                    | <b>\$12,022,727</b> | <b>\$18,215,456</b> | <b>\$10,770,355</b> | <b>\$10,725,969</b> |     |

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(1) FDEPWAP Grant \$440,000 ); WRWSA Grant \$19,000;  
USDA Loan for radio read meters \$1,200,000

Water Sewer Detail

Water & Sewer Summary

| Revenue Detail (Fund 401)                      |  | 05/06<br>Actual    | 06/07<br>Actual     | '07/08<br>Budget   | Requested<br>'08/09 |
|--|--|--------------------|---------------------|--------------------|---------------------|
| 401-000-331-43350                              | Federal Grant: Sewer Wastewater                    | 4,892              | 55,069              | 0                  | 0                   |
| 401-000-331-43500                              | Federal Grants: Economic Environment               | 97                 | 0                   | 0                  | 0                   |
| 401-000-331-43706                              | Other Federal Grants                               | 0                  | 59,119              | 0                  | 0                   |
| 401-000-331-44500                              | State Grants: Economic Environment                 | 0                  | 0                   | 250,000            | 440,000             |
| 401-000-337-47000                              | Withacochee Regional Water Supply Grant            | 50,000             | 0                   | 19,900             | 19,000              |
| 401-000-342-48242                              | Hydrant Fees                                       | 3,388              | 3,668               | 3,668              | 3,300               |
| 401-000-342-48290                              | BERT Reimbursement                                 | 0                  | 596                 | 0                  | 0                   |
| 401-000-343-48330                              | Water Revenues                                     | 1,805,289          | 1,761,911           | 1,874,000          | 1,785,000           |
| 401-000-343-48350                              | Sewer Revenues                                     | 1,609,353          | 1,611,368           | 1,690,000          | 1,655,000           |
| 401-000-343-48361                              | Penalties  | 47,773             | 60,896              | 51,000             | 51,000              |
| 401-000-343-48363                              | Delinquent Account Turn On                         | 19,238             | 19,463              | 20,000             | 20,000              |
| 401-000-343-48364                              | Disconnect/Reconnect Fees                          | 4,373              | 2,650               | 2,000              | 2,000               |
| 401-000-343-48365                              | Water Hook Up                                      | 38,342             | 36,595              | 34,000             | 11,000              |
| 401-000-343-48366                              | Sewer Hook Up                                      | 16,421             | 12,760              | 14,000             | 3,000               |
| 401-000-343-48367                              | Cash Over  | 91                 | 324                 | 0                  | 0                   |
| 401-000-343-48809                              | Interest - Federated                               |                    |                     |                    | 25,000              |
| 401-000-361-48810                              | Interest (Savings Account)                         | 12,465             | 11,132              | 3,000              | 9,000               |
| 401-000-361-48811                              | Interest-SBA                                       | 11,497             | 27,138              | 13,000             | 15,000              |
| 401-000-361-48813                              | Interest-FHLB                                      | 17,457             | 11,880              | 0                  | 0                   |
| 401-000-361-48845                              | Gain or Loss From Sale of Fixed Assets             |                    |                     |                    | 0                   |
| 401-000-361-48860                              | Contributions and Donations                        | 0                  | 8,622,320           | 0                  | 0                   |
| 401-000-369-48890                              | Miscellaneous Revenues                             | 25,022             | 97,041              | 19,000             | 20,000              |
| presentation only                              | Loan Proceeds                                      | 0                  | 0                   | 1,485,000          | 0                   |
| 401-000-381-49001                              | Transfer In from 001                               | 0                  | 32,257              | 0                  | 0                   |
| 401-000-381-49403                              | Transfer In from 403                               | 0                  | 16,978              | 0                  | 0                   |
| 401-000-381-49407                              | Transfer In from 407                               | 510,155            | 0                   | 0                  | 0                   |
| 401-000-381-49408                              | Transfer In from 408                               | 333,545            | 0                   | 0                  | 0                   |
| 401-000-381-49409                              | Transfer In from 409                               | 0                  | 0                   | 0                  | 0                   |
| 401-000-381-49501                              | Transfer In from 501                               | 6,997              | 0                   | 0                  | 0                   |
| <b>Total Revenues (Fund 401)</b>               |  | <b>\$4,509,398</b> | <b>\$12,443,165</b> | <b>\$5,478,568</b> | <b>\$4,058,300</b>  |
| Revenue Detail (Fund 404)                      |  | 05/06<br>Actual    | 06/07<br>Actual     | '07/08<br>Budget   | Requested<br>'08/09 |
| 404-000-334-44900                              | Water Advisory Panel Grants                        | 1,275,724          | 1,272,734           | 470,000            | 400,000             |
| <b>Capital Expenditures (Fund 404)</b>         |  |                    |                     |                    |                     |
| 404-000-169-19049                              | Capital Expenditures WAP Grant                     | 1,275,724          | 0                   | 470,000            | 400,000             |
| Revenue Detail (Fund 405)                      |  | 05/06<br>Actual    | 06/07<br>Actual     | '07/08<br>Budget   | Requested<br>'08/09 |
| <b>R &amp; R Fund</b>                          |  |                    |                     |                    |                     |
| 405-000-381-49401                              | Transfer In from 401 Presentation only)            | \$64,233           | \$35,328            | \$35,328           | \$35,328            |
| 405-000-381-49401                              | Transfer In from 401 ( Presentation only)          | \$48,455           | \$26,652            | \$26,652           | \$26,652            |
| 405-000-381-48808                              | FMIvT Interest                                     |                    |                     |                    | \$26,000            |
| 405-000-361-48811                              | SBA Interest                                       | \$29,304           | \$37,760            | \$33,020           | \$1,000             |
| 405-000-361-48813                              | FHLB Interest                                      | \$0                | \$0                 | \$0                | \$0                 |
| <b>Reserves Detail (Fund 405)</b>              |  |                    |                     |                    |                     |
| <b>R &amp; R Fund</b>                          |  |                    |                     |                    |                     |
|  | R&R 2002   | \$253,032          | \$267,632           | \$276,000          | \$277,000           |
|  | R&R & Reserves 1999                                | \$432,336          | \$517,476           | \$600,348          | \$642,255           |
|  | Carry forward                                      | \$0                | \$0                 | \$0                | \$0                 |
|  | Transfer In from 401                               | \$0                | \$0                 | \$0                | \$0                 |
|  | Total Reserves Fund 405                            | <b>\$685,368</b>   | <b>\$785,108</b>    | <b>\$876,348</b>   | <b>\$919,255</b>    |
| Revenue Detail (Fund 406)                      |  | 05/06<br>Actual    | 06/07<br>Actual     | '07/08<br>Budget   | Requested<br>'08/09 |
| <b>Debt Service Fund</b>                       |  |                    |                     |                    |                     |
| 406-000-381-49401                              | Transfer in from 401                               | 497,920            | 877,243             | 605,931            | 545,042             |
| 406-000-381-49401                              | Transfer in from 401                               | 375,623            | 0                   | 457,105            | 411,171             |
| <b>Total of Transfers for Debt Service</b>     |  | <b>873,543</b>     | <b>877,243</b>      | <b>1,063,036</b>   | <b>956,213</b>      |
| 406-000-381-48808                              | FMIvT Interest                                     |                    |                     |                    | 9,000               |
| 406-000-361-48811                              | SBA Interest                                       | 0                  | 24,647              | 11,000             | 720                 |
| <b>Debt Service Payments Detail (Fund 406)</b> |  |                    |                     |                    |                     |
| 406-021-536-57199                              | Interest on 99 Bonds                               | 141,770            | 114,531             | 112,516            | 110,631             |
| 406-027-536-57199                              | Interest on 99 Bonds                               | 106,948            | 86,401              | 84,881             | 83,459              |
|  | Principal on 99 Bond (presentation only)           | 105,000            | 107,000             | 111,000            | 114,000             |
| 406-021-536-57102                              | Interest on 02 Bonds (payment due 10/1 next fy)    | 116,455            | 136,491             | 118,354            | 111,172             |
| 406-027-536-57102                              | Interest on 02 Bonds (payment due 10/1 next fy)    | 87,875             | 102,967             | 89,285             | 83,867              |
|  | Amortization (presentation only)                   | 15,520             | 15,521              | 0                  |                     |
|  | Principal on 02 Bonds (presentation only)          | 325,000            | 335,000             | 360,000            | 370,000             |
| 406-021-536-57108                              | Interest on Radio Read Meters                      | 0                  | 0                   | 31,350             | 22,444              |
| 406-027-536-57108                              | Interest on Radio Read Meters                      | 0                  | 0                   | 23,650             | 16,931              |
|  | Principal on Radio Read Meters (presentation only) | 0                  | 0                   | 132,000            | 43,709              |
|  | Total Debt Service Payments in 05 06               | <b>898,568</b>     | <b>897,911</b>      | <b>1,063,036</b>   | <b>956,213</b>      |
| <b>Reserves Detail (Fund 406)</b>              |  |                    |                     |                    |                     |
|  | Reserves 99 Bond Issue at 9/30/06                  | <b>500,367</b>     | <b>85,537</b>       | <b>478,000</b>     | <b>556,637</b>      |

Water Sewer Detail

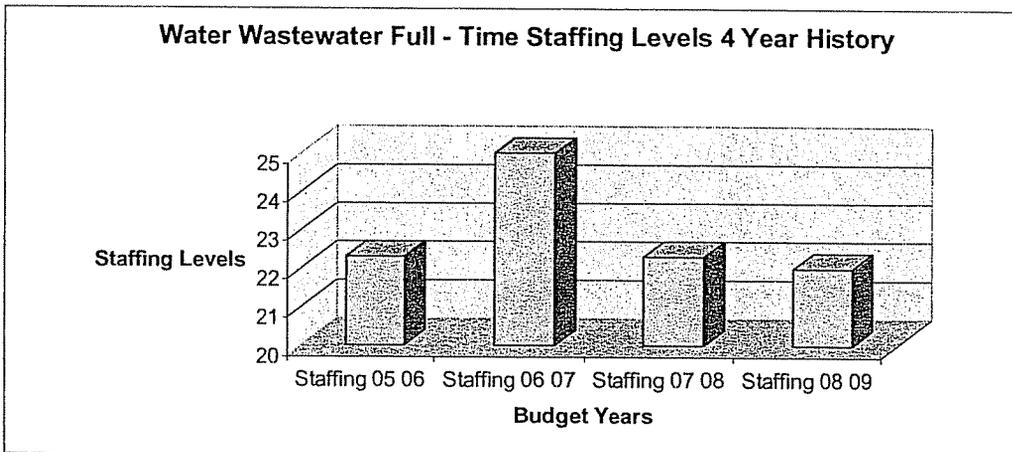
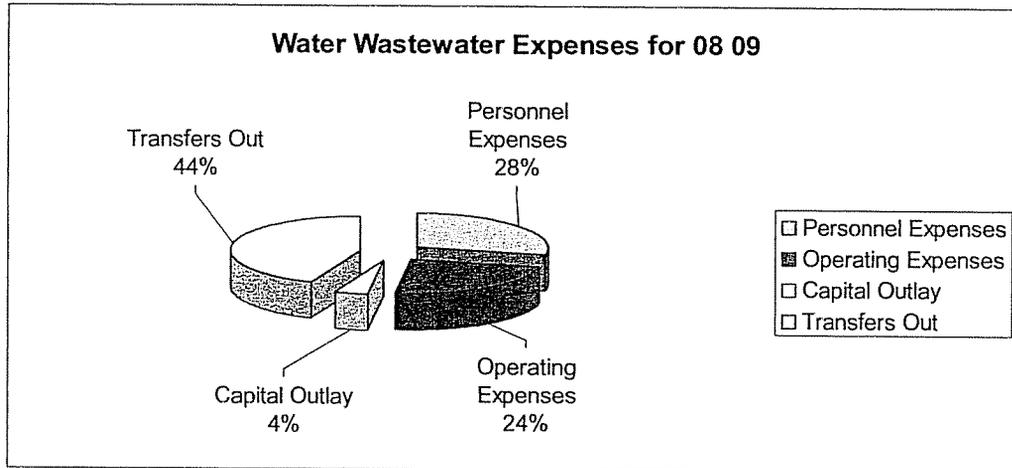
Water & Sewer Summary

| Revenue Detail (Fund 407)                          |   | 05/06            | 06/07              | '07/08           | Requested        |
|--|---|------------------|--------------------|------------------|------------------|
| Water Connection Fees                              |   | Actual           | Actual             | Budget           | '08/09           |
| 407-000-343-48368                                  | Water/Sewer Connection Fees                             | 191,161          | 128,637            | 90,000           | 10,000           |
| 407-000-361-48811                                  | Interest-SBA  | 9,381            | 16,662             | 3,000            | 11,000           |
|  | <b>Total Revenues (Fund 407)</b>                        | <b>\$200,542</b> | <b>\$145,299</b>   | <b>\$93,000</b>  | <b>\$21,000</b>  |
| <b>Capital Expenditures (Fund 407)</b>             |   |                  |                    |                  |                  |
| Capital Expenditures ( see Capital Needs Plans)    |   | 0                | 0                  | 323,250          | 355,900          |
| 407-021-581-56401                                  | Transfer Out to 401                                     | 510,155          | 0                  | 0                | 0                |
| Adjustments thru Balance Sheet accounts            |   |                  | 50,964             |                  |                  |
| <b>Reserves Detail (Fund 407)</b>                  |   |                  |                    |                  |                  |
| Water Connection Fees                              |   |                  |                    |                  |                  |
| Ending Reserves                                    |   | <b>\$329,390</b> | <b>\$423,725</b>   | <b>\$27,250</b>  | <b>\$16,950</b>  |
| <b>Revenue Detail (Fund 408)</b>                   |   |                  |                    |                  |                  |
| Sewer Connection Fees                              |   |                  |                    |                  |                  |
| 408-000-343-48368                                  | Water/Sewer Connection Fees                             | 553,423          | 50,475             | 200,000          | 40,000           |
| 408-000-361-48811                                  | Interest-SBA  | 13,938           | 30,204             | 6,000            | 23,000           |
| 408-000-361-48813                                  | Interest-FHLB   | 4,412            | 2,970              | 0                | 0                |
| Total Revenues                                     |   | <b>\$571,773</b> | <b>\$83,649</b>    | <b>\$206,000</b> | <b>\$63,000</b>  |
| Adjustments thru Balance Sheet accounts            |   |                  | 315,031            |                  |                  |
| <b>Capital Expenditures (Fund 408)</b>             |   |                  |                    |                  |                  |
| Capital Expenditures ( see Capital Needs Plans)    |   | 0                | 240,125            | 775,350          | 102,000          |
| 408-021-581-56401                                  | Transfer Out to 401                                     | 333,545          | 0                  | 0                | 0                |
| Adjustments thru Balance Sheet accounts            |   |                  |                    |                  |                  |
| <b>Reserves Detail (Fund 408)</b>                  |   |                  |                    |                  |                  |
| Sewer Connection Fees                              |   |                  |                    |                  |                  |
| Ending Reserves                                    |   | <b>\$926,008</b> | <b>\$1,084,563</b> | <b>\$349,500</b> | <b>\$996,432</b> |
| <b>Revenue Detail (Fund 409)</b>                   |   |                  |                    |                  |                  |
| SR 50 West Cobb Road Expansion                     |   |                  |                    |                  |                  |
| 409-000-381-49401                                  | Transfer in from 401 for LOC Debt Service               | 28,500           | 37,050             | 45,600           | 0                |
| 409-000-381-49401                                  | Transfer in from 401 for LOC Debt Service Interest Only | 21,500           | 27,950             | 34,400           | 0                |
| 409-000-381-49401                                  | Transfer in from 401 for Hancock Loan P&I               |                  |                    |                  | 105,868          |
| 409-000-381-49401                                  | Transfer in from 401 for Hancock Loan P&I               |                  |                    |                  | 79,865           |
| 409-000-337-40740                                  | Grants from Other Sources (Re-use from Landmar)         | 533,812          | 84,324             | 0                | 0                |
| 409-000-229-20909                                  | Loan Proceeds (liability-presentation only)             | 1,493,000        | 1,558,656          | 164,000          | 1,200,000        |
| 409-000-381-48810                                  | Interest Earnings                                       | 796              | 0                  | 0                | 0                |
| <b>Expense Detail (Fund 409)</b>                   |   |                  |                    |                  |                  |
| 409-021-536- 57100                                 | Interest Expense for SunTrust Line of Credit            | 16,765           | 38,422             | 45,600           | 0                |
| 409-027-536- 57100                                 | Interest Expense for SunTrust Line of Credit            | 12,646           | 28,985             | 34,400           | 0                |
| 409-021-536- 57100                                 | Interest Expense for Hancock Bank                       |                  |                    |                  | 30,304           |
| 409-027-536- 57100                                 | Interest Expense for Hancock Bank                       |                  |                    |                  | 22,861           |
| Principal on Hancock Bank Loan (presentation only) |   |                  |                    |                  | 132,568          |
| Transfer Out to 401                                |   | 0                | 0                  | 0                | 0                |
| Amortization Expense                               |   | 6,344            | 0                  | 0                | 0                |
| <b>Capital Expenditures (Fund 409)</b>             |   |                  |                    |                  |                  |
| 409-000-169-19049                                  | Capital   | 2,435,733        | 0                  | 164,000          | 1,200,000        |
| Reserves   |   | <b>190,213</b>   | <b>(35,095)</b>    |                  | <b>242,000</b>   |

PUBLIC WORKS DIVISION: Combined Water & Wastewater

| GL CODES | STAFFING/Level                        | Type of Pay | 05/06 Staffing | 06/07 Staffing | 07/08 Staffing | Adopted 07/08 Budget | Requested 08/09 Staffing | Requested 08/09 Budget |
|----------|---------------------------------------|-------------|----------------|----------------|----------------|----------------------|--------------------------|------------------------|
| 4        | 51200 Utilities Superintendent        | S           | 0.8            | 1              | 1              | \$65,733             | 1                        | \$66,622               |
| 5        | 51200 Warehouse Supervisor            | H           | 1              | 1              | 1              | \$28,274             | 1                        | \$26,853               |
| 6        | 51200 Administrative Specialist III   | H           | 1              | 1              | 1              | \$24,156             | 1                        | \$27,040               |
| 7        | 51200 Engineer Technician             | H           | 1              | 1              | 0.3            | \$10,993             | 0                        | \$0                    |
| 8        | 51200 Crew Leader                     | H           | 4              | 4              | 4              | \$121,050            | 4                        | \$118,622              |
| 9        | 51200 Lead Plant Operator             | H           | 0              | 1              | 1              | \$43,831             | 1                        | \$45,178               |
| 10       | 51200 Plant Operator                  | H           | 3              | 3              | 2              | \$70,204             | 2                        | \$80,974               |
| 11       | 51200 Utilities Specialist            | H           | 4              | 4              | 4              | \$91,499             | 4                        | \$132,454              |
| 12       | 51200 Chief Meter Reader              | H           | 1              | 1              | 1              | \$34,006             | 1                        | \$34,986               |
| 13       | 51200 Meter Reader                    | H           | 1              | 1              | 1              | \$22,727             | 1                        | \$23,400               |
| 14       | 51200 Electrician/Mechanic            | H           | 2              | 2              | 2              | \$76,297             | 2                        | \$36,566               |
| 15       | 51200 Cross Connect Control Tech.     | H           | 0              | 1              | 0              | \$0                  | 0                        | \$0                    |
| 16       | 51200 Public Works Supervisor         | H           | 0.5            | 1              | 1              | \$50,790             | 1                        | \$39,187               |
| 17       | 51200 Resident/Construction Inspector | H           | 1              | 1              | 1              | \$32,456             | 1                        | \$0                    |
| 18       | 51200 Construction Project Manager    | H           | 1              | 1              | 1              | \$36,116             | 1                        | \$41,870               |
| 19       | 51200 Inspector/Technician            | H           | 1              | 1              | 1              | \$38,525             | 1                        | \$41,870               |
| 20       | TOTAL                                 |             | 22.3           | 25             | 22.3           | \$746,657            | 22                       | \$715,622              |

Total number of employees include both Water and Sewer Departments (split 57% water 43% Wastewater based on study)  
 S = SALARIED H = HOURLY



Combined Operations

PUBLIC WORKS DIVISION: Combined Water & Wastewater

|    |                               | 05/06     | 06/07       | 07/08       | Requested       |
|----|-------------------------------|-----------|-------------|-------------|-----------------|
|    | GL CODES                      | Actual    | Actual      | Budget      | 08/09<br>Budget |
| 1  |                               |           |             |             |                 |
| 2  |                               |           |             |             |                 |
| 3  | 51200                         | \$634,374 | \$685,752   | \$746,658   | \$715,624       |
| 4  | 51610                         | \$2,619   | \$3,310     | \$2,600     | \$2,600         |
| 5  | 51400                         | \$52,170  | \$55,214    | \$50,000    | \$41,000        |
| 6  |                               | \$689,163 | \$744,276   | \$799,258   | \$759,224       |
| 7  |                               |           |             |             |                 |
| 8  | 52100                         | \$51,222  | \$56,027    | \$61,144    | \$58,080        |
| 9  | 52200                         | \$59,552  | \$76,020    | \$81,403    | \$69,983        |
| 10 | 52300                         | \$62,546  | \$68,971    | \$99,753    | \$110,680       |
| 11 | 52301                         | \$4,552   | \$5,172     | \$5,946     | \$6,698         |
| 12 | 52302                         | \$14,310  | \$11,719    | \$12,400    | \$0             |
| 13 | 52320                         | \$0       | \$0         | \$0         | \$7,992         |
| 14 | 52400                         | \$43,491  | \$55,760    | \$54,813    | \$50,210        |
| 15 |                               | \$235,673 | \$273,669   | \$315,459   | \$303,643       |
| 16 |                               |           |             |             |                 |
| 17 | Total Personnel Service Costs | \$924,836 | \$1,017,945 | \$1,114,717 | \$1,062,867     |

|    |                 | 05/06     | 06/07     | 07/08     | Requested       |
|----|-----------------|-----------|-----------|-----------|-----------------|
|    | GL CODES        | Actual    | Actual    | Budget    | 08/09<br>Budget |
| 18 | 52500           | \$0       | \$2,775   | \$0       | \$10,869        |
| 19 | 53101           | \$552     | \$2,309   | \$1,500   | \$1,126         |
| 20 | 53400           | \$119,600 | \$77,683  | \$93,300  | \$149,650       |
| 21 | 53401           | \$34,656  | \$38,777  | \$41,000  | \$3,000         |
| 22 | 53402           | \$9,766   | \$8,985   | \$10,900  | \$7,040         |
| 23 | 53402           | \$0       | \$0       | \$0       | \$0             |
| 24 | 53403           | \$0       | \$0       | \$0       | \$0             |
| 25 | 54000           | \$0       | \$144     | \$275     | \$250           |
| 26 | 54100           | \$10,362  | \$11,488  | \$10,100  | \$11,400        |
| 27 | 54110           | \$80      | \$130     | \$14,625  | \$13,643        |
| 28 | 54210           | \$6,356   | \$5,367   | \$7,733   | \$6,100         |
| 29 | 54300           | \$221,214 | \$233,945 | \$240,000 | \$261,410       |
| 30 | 54303           | \$6,027   | \$7,501   | \$8,500   | \$8,000         |
| 31 | 54312           | \$0       | \$0       | \$0       | \$0             |
| 32 | 54313           | \$0       | \$0       | \$0       | \$0             |
| 33 | 54314           | \$31,162  | \$30,240  | \$32,500  | \$28,000        |
| 34 | 54315           | \$29,030  | \$26,277  | \$27,000  | \$19,000        |
| 35 | 54316           | \$6,829   | \$5,015   | \$5,004   | \$5,700         |
| 36 | 54400           | \$1,797   | \$2,270   | \$2,200   | \$1,600         |
| 37 | 54500           | \$42,837  | \$62,631  | \$74,479  | \$64,653        |
| 38 | 54510           | \$15,113  | \$16,863  | \$16,800  | \$14,300        |
| 39 | 54560           | \$3,458   | \$3,466   | \$3,000   | \$900           |
| 40 | 54600           | \$3,266   | \$3,598   | \$900     | \$9,300         |
| 41 | 54610           | \$21,484  | \$19,357  | \$30,000  | \$46,227        |
| 42 | 54610           | \$0       | \$0       | \$0       | \$0             |
| 43 | 54611           | \$0       | \$0       | \$0       | \$0             |
| 44 | 54700           | \$2,275   | \$1,730   | \$1,600   | \$1,250         |
| 45 | 54800           | \$912     | \$430     | \$500     | \$400           |
| 46 | 54900           | \$5,222   | \$1,940   | \$500     | \$2,065         |
| 47 | 55100           | \$4,743   | \$5,058   | \$4,400   | \$4,500         |
| 48 | 55210           | \$2,988   | \$2,667   | \$800     | \$2,150         |
| 49 | 55220           | \$1,928   | \$1,186   | \$1,600   | \$1,150         |
| 50 | 55221           | \$5,771   | \$3,585   | \$4,000   | \$4,150         |
| 51 | 55221           | \$0       | \$0       | \$0       | \$0             |
| 52 | 55222           | \$0       | \$0       | \$0       | \$0             |
| 53 | 55223           | \$24,016  | \$52,458  | \$30,000  | \$14,400        |
| 54 | 55224           | \$3,278   | \$51,484  | \$35,000  | \$5,000         |
| 55 | 55225           | \$54,686  | \$43,271  | \$45,000  | \$9,300         |
| 56 | 55226           | \$7,303   | \$4,012   | \$6,000   | \$5,500         |
| 57 | 55228           | \$42,904  | \$32,729  | \$30,000  | \$33,200        |
| 58 | 55228           | \$0       | \$0       | \$0       | \$0             |
| 59 | 55229           | \$0       | \$0       | \$0       | \$0             |
| 60 | 55230           | \$5,771   | \$6,910   | \$6,700   | \$7,000         |
| 61 | 55231           | \$22,469  | \$18,288  | \$17,500  | \$5,800         |
| 62 | 55231           | \$0       | \$0       | \$0       | \$0             |
| 63 | 55232           | \$0       | \$0       | \$0       | \$0             |
| 64 | 55233           | \$0       | \$0       | \$0       | \$0             |
| 65 | 55234           | \$0       | \$0       | \$0       | \$0             |
| 66 | 55235           | \$1,672   | \$1,079   | \$1,800   | \$2,100         |
| 66 | 55240           | \$1,321   | \$2,061   | \$1,750   | \$1,250         |
| 67 | 55250           | \$51,456  | \$47,688  | \$50,000  | \$55,000        |
| 68 | 55251           | \$156     | \$142     | \$60      | \$200           |
| 69 | 55252           | \$10,427  | \$8,465   | \$9,500   | \$6,300         |
| 70 | 55253           | \$17,717  | \$19,441  | \$22,500  | \$14,100        |
| 71 | 55400           | \$944     | \$787     | \$1,100   | \$450           |
| 72 | 55410           | \$2,275   | \$1,701   | \$6,000   | \$1,500         |
| 73 | 55500           | \$17,965  | \$14,750  | \$35,200  | \$26,650        |
| 74 | 59300           | \$17,131  | \$21,140  | \$12,000  | \$9,100         |
| 75 | 59991           | \$267     | \$930     | \$416     | \$1,450         |
| 76 | 59992           | \$12,745  | \$16,429  | \$17,400  | \$19,950        |
| 77 | Total Operating | \$881,931 | \$919,182 | \$961,142 | \$886,083       |

Combined Operations

PUBLIC WORKS DIVISION: Combined Water & Wastewater

|    | GL CODES |  | 05/06<br>Actual    | 06/07<br>Actual    | 07/08<br>Budget    | Requested<br>08/09<br>Budget |
|----|----------|--|--------------------|--------------------|--------------------|------------------------------|
| 1  | 19031    | Improvement - Non Building                 | \$0                | \$0                | \$0                | \$150,000                    |
| 2  | 19037    | Machinery & Equipment                      | \$0                | \$0                | \$0                | \$96,500                     |
| 3  | 19043    | Automotive & Heavy Equipment               | \$0                | \$0                | \$0                | \$0                          |
| 4  | 19049    | Water&Wastewater CIP                       | \$0                | \$0                | \$0                | \$484,000                    |
| 5  |          | <b>Total Capital Outlay</b>                | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$730,500</b>             |
| 6  |          |  |                    |                    |                    |                              |
| 7  |          | <b>DEBT SERVICE</b>                        |                    |                    |                    |                              |
| 8  | 57100    | Principal                                  | \$0                | \$0                | \$0                | \$0                          |
| 9  | 57200    | Interest                                   | \$0                | \$0                | \$0                | \$0                          |
| 10 |          | <b>Total Debt Service</b>                  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>                   |
| 11 |          |  |                    |                    |                    |                              |
| 12 |          | <b>Transfers Out</b>                       |                    |                    |                    |                              |
| 13 |          | To General Fund                            | \$393,800          | \$393,800          | \$444,452          | \$444,452                    |
| 14 |          | To Renewal & Replacement                   | \$27,254           | \$61,980           | \$0                | \$0                          |
| 15 |          | To Debt Service (99 & 02 Bonds, 07 Meters) | \$0                | \$877,243          | \$1,063,036        | \$956,213                    |
| 16 |          | To Debt Service (SunTrust Line & USDA 06   | \$0                | \$65,000           | \$80,000           | \$185,733                    |
| 17 |          | Vehicle Replacement Fund                   | \$0                | \$44,449           | \$20,611           | \$20,686                     |
| 18 |          | Internal Service Fund                      | \$0                | \$38,753           | \$37,104           | \$25,967                     |
| 19 |          | Self Insured Dental Plan Fund              | \$0                | \$4,800            | \$4,272            | \$0                          |
| 20 |          | HRA Funding Account                        | \$0                | \$0                | \$0                | \$11,250                     |
| 21 |          | <b>Total Transfers Out</b>                 | <b>\$421,054</b>   | <b>\$1,486,025</b> | <b>\$1,649,475</b> | <b>\$1,644,301</b>           |
| 22 |          |  |                    |                    |                    |                              |
| 23 |          | <b>Reserves</b>                            |                    |                    |                    |                              |
| 24 |          | Reserve Capital Improvements Projects      | \$0                | \$0                |                    | \$0                          |
| 25 |          | Reserve (R & R)                            | \$0                | \$0                |                    | \$0                          |
| 26 |          | Reserves Meter Deposits                    | \$482,890          | \$502,585          | \$500,000          | \$515,000                    |
| 27 |          | Reserve Sinking Fund                       | \$0                | \$0                |                    | \$0                          |
| 28 |          | Reserves Connection Fees                   | \$0                | \$0                |                    | \$0                          |
| 29 |          | Reserve For Contingencies                  | \$973,350          | \$1,563,597        | \$481,798          | \$1,167,044                  |
| 30 |          | <b>Total Reserves</b>                      | <b>\$1,456,240</b> | <b>\$2,066,182</b> | <b>\$981,798</b>   | <b>\$1,682,044</b>           |
| 31 |          |  |                    |                    |                    |                              |
| 32 |          | <b>Total Expenses</b>                      | <b>\$3,684,061</b> | <b>\$5,489,334</b> | <b>\$4,707,132</b> | <b>\$6,015,795</b>           |



Water Operations

PUBLIC WORKS DIVISION: Water

|    | GL CODES          |  | 05/06<br>Actual | 06/07<br>Actual | 07/08<br>Budget | Requested<br>08/09<br>Budget |
|----|-------------------|--|-----------------|-----------------|-----------------|------------------------------|
| 1  | 401-000-164-19031 | Improvement - Non Building                 | 0               | 0               | 0               | \$150,000                    |
| 2  | 401-000-166-19037 | Machinery & Equipment                      | \$0             | \$0             | \$0             | \$60,165                     |
| 3  | 401-000-168-19043 | Automotive & Heavy Equipment               | \$0             | \$0             | \$0             | \$0                          |
| 4  | 401-000-169-19049 | Water&Wastewater CIP                       | \$0             | \$0             | \$0             | \$484,000 (1)                |
| 5  |                   | <b>Total Capital Outlay</b>                | \$0             | \$0             | \$0             | \$694,165                    |
| 6  |                   |  |                 |                 |                 |                              |
| 7  |                   | <b>DEBT SERVICE</b>                        |                 |                 |                 |                              |
| 8  | 406-022-536-57100 | Principal                                  | \$0             | \$0             | \$0             | \$0                          |
| 9  | 406-022-536-57200 | Interest                                   | \$0             | \$0             | \$0             | \$0                          |
| 10 |                   | <b>Total Debt Service</b>                  | \$0             | \$0             | \$0             | \$0                          |
| 11 |                   |  |                 |                 |                 |                              |
| 12 |                   | <b>Transfers Out</b>                       |                 |                 |                 |                              |
| 13 | 401-021-581-56001 | To General Fund                            | \$224,466       | \$225,017       | \$253,338       | \$253,338                    |
| 14 | 401-021-581-56405 | To Renewal & Replacement                   | \$27,254        | \$35,329        | \$0             | \$0                          |
| 15 | 401-021-581-56406 | To Debt Service (99 & 02 Bonds, 07 Meters) | \$0             | \$500,029       | \$605,931       | \$545,041                    |
| 16 | 401-021-581-56409 | To Debt Service (2004 LOC & Hancock)       | \$0             | \$37,050        | \$45,600        | \$105,868                    |
| 17 | 401-021-581-56502 | Vehicle Replacement Fund                   | \$0             | \$32,730        | \$11,748        | \$11,791                     |
| 18 | 401-021-581-56501 | Internal Service Fund                      | \$0             | \$22,089        | \$21,150        | \$14,802                     |
| 19 | 401-021-581-56608 | Self Insured Dental Plan Fund              | \$0             | \$2,736         | \$2,435         | \$0                          |
| 20 |                   | HRA Funding Account                        | \$0             | \$0             | \$0             | \$6,413                      |
| 21 |                   | <b>Total Transfers Out</b>                 | \$251,720       | \$854,980       | \$940,202       | \$937,253                    |

(1) Foot note detail below

|  |                |
|--|----------------|
| Downtown Fire Flow Improvement Project (2 State Grants (\$250,000 & \$190,000))  | 440,000        |
| Hope Hill Well Replacement   | 25,000         |
| Production Well #1 Piping (WRWSA Grant)  | 19,000         |
| Water Tower Painting   | 150,000        |
| Electrical Equipment for Water Plant   | 12,000         |
| Other Misc. Split between Water and Wastewater (see Project List)<br>(Telemetry, Ditch Safety Box & Trailer, inventory control program, GPS Equipment) | 48,165         |
| <b>Total Water Capital (Fund 401)</b>  | <b>694,165</b> |

PUBLIC WORKS DIVISION: Wastewater

|    |                   |                               | 05/06     | 06/07     | 07/08     | Requested |
|----|-------------------|-------------------------------|-----------|-----------|-----------|-----------|
|    | GL CODES          | PERSONNEL SERVICES            | Actual    | Actual    | Budget    | 08/09     |
|    |                   |                               |           |           |           | Budget    |
| 1  | 401-027-536-51200 | Regular Salaries              | \$272,781 | \$189,596 | \$321,064 | \$307,717 |
| 2  | 51610             | On Call Pay                   | \$1,126   | \$1,168   | \$1,118   | \$1,118   |
| 3  | 51400             | Overtime                      | \$22,433  | \$19,419  | \$21,500  | \$17,630  |
| 4  |                   | Total Wages                   | \$296,340 | \$210,183 | \$343,682 | \$326,465 |
| 5  |                   |                               |           |           |           |           |
| 6  |                   |                               |           |           |           |           |
| 7  | 52100             | FICA                          | \$22,025  | \$15,811  | \$26,292  | \$24,974  |
| 8  | 52200             | Retirement                    | \$25,607  | \$20,901  | \$35,003  | \$30,093  |
| 9  | 52300             | Health Insurance              | \$26,895  | \$29,658  | \$42,894  | \$47,592  |
| 10 | 52301             | Life Insurance                | \$1,957   | \$2,224   | \$2,557   | \$2,880   |
| 11 | 52302             | Health Reimbursement Account  | \$6,153   | \$5,039   | \$5,332   | \$0       |
| 12 | 52320             | Dental Insurance              |           |           |           | \$3,437   |
| 13 | 52400             | Worker's Comp Ins/Unemploy    | \$18,701  | \$23,977  | \$23,570  | \$21,590  |
| 14 |                   | Total Benefits                | \$101,338 | \$97,610  | \$135,648 | \$130,566 |
| 15 |                   |                               |           |           |           |           |
| 16 |                   | Total Personnel Service Costs | \$397,678 | \$307,793 | \$479,330 | \$457,031 |

|    |                   |                                  | 05/06     | 06/07     | 07/08     | Requested    |
|----|-------------------|----------------------------------|-----------|-----------|-----------|--------------|
|    | GL CODES          | OPERATING EXPENDITURES           | Actual    | Actual    | Budget    | 08/09        |
|    |                   |                                  |           |           |           | Budget       |
| 17 | 401-027-536-52500 | Unemployment Compensation        | \$0       | \$0       | \$0       | \$1,300      |
| 18 | 401-027-536-53101 | Medical Services                 | \$237     | \$376     | \$300     | \$360        |
| 19 | 401-027-536-53400 | Other Contractual Services       | \$51,800  | \$48,933  | \$72,700  | \$38,549     |
| 20 | 401-027-536-53401 | Contract Labor                   | \$17,328  | \$26,606  | \$20,000  | \$1,290      |
| 21 | 401-027-536-53402 | Laboratory Services              | \$4,199   | \$3,926   | \$4,900   | \$440        |
| 22 | 401-027-536-54000 | Travel & Per Diem                | \$0       | \$40      | \$75      | \$50         |
| 23 | 401-027-536-54100 | Communications & Freight Charge  | \$4,456   | \$5,134   | \$4,100   | \$5,300      |
| 24 | 401-027-536-54110 | Postage                          | \$34      | \$83      | \$6,325   | \$3,643      |
| 25 | 401-027-536-54210 | Automotive Repair Service        | \$2,733   | \$1,633   | \$2,733   | \$2,200      |
| 26 | 401-027-536-54300 | Electric                         | \$95,122  | \$144,490 | \$140,000 | \$112,406    |
| 27 | 401-027-536-54303 | Water                            | \$2,592   | \$5,128   | \$5,000   | \$5,300      |
| 28 | 401-027-536-54312 | Electric:Sewer                   | \$0       | \$0       | \$0       | \$0          |
| 29 | 401-027-536-54314 | Effluent Disposal Permit         | \$31,162  | \$30,240  | \$32,500  | \$28,000     |
| 30 | 401-027-536-54316 | Sewerage Collection              | \$6,829   | \$5,015   | \$5,004   | \$5,700      |
| 31 | 401-027-536-54400 | Equipment & Vehicle Rental       | \$773     | \$1,124   | \$1,500   | \$700        |
| 32 | 401-027-536-54500 | General Business Insurance       | \$18,420  | \$26,931  | \$32,026  | \$22,200     |
| 33 | 401-027-536-54510 | Pollution/Environment Insurance  | \$6,499   | \$7,251   | \$7,300   | \$4,800      |
| 34 | 401-027-536-54560 | Insurance Claims and Deductibles | \$1,487   | \$2,862   | \$2,000   | \$900        |
| 35 | 401-027-536-54600 | Repair & Maintenance             | \$1,404   | \$2,892   | \$900     | \$8,300      |
| 36 | 401-027-536-54610 | Apparatus - R&M                  | \$9,238   | \$12,849  | \$0       | \$19,878     |
| 37 | 401-027-536-54700 | Printing & Binding Services      | \$978     | \$437     | \$600     | \$250        |
| 38 | 401-027-536-54800 | Advertising Activities           | \$392     | \$47      | \$150     | \$50         |
| 39 | 401-027-536-54900 | Other Current Charges            | \$2,245   | -\$23     | \$200     | \$65         |
| 40 | 401-027-536-55100 | Office Supplies                  | \$2,039   | \$2,535   | \$2,100   | \$2,100      |
| 41 | 401-027-536-55210 | Operating Supplies               | \$1,285   | \$1,347   | \$500     | \$1,400      |
| 42 | 401-027-536-55220 | Computer Supplies                | \$829     | \$1,013   | \$1,000   | \$400        |
| 43 | 401-027-536-55221 | Laboratory Supplies              | \$2,482   | \$2,802   | \$3,000   | \$3,350      |
| 44 | 401-027-536-55223 | Repair & Maint Supplies          | \$10,327  | \$24,598  | \$15,000  | \$2,400      |
| 45 | 401-027-536-55225 | Chemical Supplies                | \$23,515  | \$38,370  | \$40,000  | \$4,300      |
| 46 | 401-027-536-55226 | Safety Supplies                  | \$3,140   | \$1,910   | \$2,500   | \$2,500      |
| 47 | 401-027-536-55228 | Apparatus Supplies               | \$18,449  | \$27,419  | \$25,000  | \$28,000     |
| 48 | 401-027-536-55230 | Clothing/Uniforms                | \$2,482   | \$2,971   | \$2,900   | \$3,000      |
| 49 | 401-027-536-55231 | Connections Supplies             | \$9,662   | \$2,017   | \$2,500   | \$800        |
| 50 | 401-027-536-55232 | Sewer Connections-Supplies       | \$0       | \$0       | \$0       | \$0          |
| 51 | 401-027-536-55234 | Sewer Chemicals                  | \$0       | \$0       | \$0       | \$0          |
| 52 | 401-027-536-55235 | Barricades                       | \$719     | \$464     | \$800     | \$900        |
| 53 | 401-027-536-55240 | Institutional Supplies           | \$568     | \$1,090   | \$950     | \$750        |
| 54 | 401-027-536-55250 | Fuels & Lubricants               | \$22,126  | \$20,822  | \$20,000  | \$23,650     |
| 55 | 401-027-536-55251 | Tags & Title                     | \$67      | \$61      | \$60      | \$100        |
| 56 | 401-027-536-55252 | Small Tools                      | \$4,484   | \$3,469   | \$3,500   | \$2,600      |
| 57 | 401-027-536-55253 | Auto Repair Supply (in-house)    | \$7,618   | \$10,604  | \$10,500  | \$9,000      |
| 58 | 401-027-536-55400 | Books, Subscription, Membership  | \$406     | \$417     | \$500     | \$100        |
| 59 | 401-027-536-55410 | Training & Education             | \$978     | \$644     | \$3,000   | \$600        |
| 60 | 401-027-536-55500 | Uncapitalized Equipment          | \$7,725   | \$12,893  | \$31,175  | \$19,925 (1) |
| 61 | 401-027-536-59300 | Meter Deposit Interest           | \$7,366   | \$9,090   | \$5,000   | \$9,100      |
| 62 | 401-027-599-59991 | Collection Charge                | \$115     | \$336     | \$216     | \$600        |
| 63 | 401-027-599-59992 | Bad Debt Expenses                | \$5,480   | \$2,924   | \$6,000   | \$7,100      |
| 64 |                   | Total Operating                  | \$389,790 | \$493,770 | \$514,514 | \$384,356    |

(1) Online DO meters, 5hp Sewer pumps, and other misc. equipment.

PUBLIC WORKS DIVISION: Wastewater

| GL CODES |  | 05/06<br>Actual | 06/07<br>Actual | 07/08<br>Budget | Requested<br>08/09<br>Budget |
|----------|--|-----------------|-----------------|-----------------|------------------------------|
| 1        | 401-000-164.19031                          |                 |                 |                 |                              |
|          | Improvement - Non Building                 | \$0             | \$0             | \$0             |                              |
| 2        | 401-000-166.19037                          |                 |                 |                 | \$36,335                     |
|          | Machinery & Equipment                      | \$0             | \$0             | \$0             |                              |
| 3        | 401-000-168.19043                          |                 |                 |                 |                              |
|          | Automotive & Heavy Equipment               | \$0             | \$0             | \$0             |                              |
| 4        | 401-000-169.19049                          |                 |                 |                 |                              |
|          | Water&Wastewater CIP                       | \$0             | \$0             | \$0             |                              |
| 5        |  |                 |                 |                 | (1)                          |
|          | <b>Total Capital Outlay</b>                | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>      | <b>\$36,335</b>              |
| 6        |  |                 |                 |                 |                              |
| 7        |  |                 |                 |                 |                              |
|          | <b>DEBT SERVICE</b>                        |                 |                 |                 |                              |
| 8        | 406-022-536.57100                          |                 |                 |                 | \$0                          |
|          | Principal                                  | \$0             | \$0             | \$0             |                              |
| 9        | 406-022-536.57200                          |                 |                 |                 | \$0                          |
|          | Interest                                   | \$0             | \$0             | \$0             |                              |
| 10       |  |                 |                 |                 |                              |
|          | <b>Total Debt Service</b>                  | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>                   |
| 11       |  |                 |                 |                 |                              |
| 12       |  |                 |                 |                 |                              |
|          | <b>Transfers Out</b>                       |                 |                 |                 |                              |
| 13       | 401-027-581-56001                          | \$169,334       | \$168,783       | \$191,114       | \$191,114                    |
|          | To General Fund                            |                 |                 |                 |                              |
| 14       | 401-027-581-56405                          | \$0             | \$26,651        | \$0             | \$0                          |
|          | To Renewal & Replacement                   |                 |                 |                 |                              |
| 15       | 401-027-581-56406                          | \$0             | \$377,214       | \$457,105       | \$411,172                    |
|          | To Debt Service (99 & 02 Bonds, 07 Meters) |                 |                 |                 |                              |
| 16       | 401-027-581-56409                          | \$0             | \$27,950        | \$34,400        | \$79,865                     |
|          | To Debt Service (2004 LOC & Hancock Loan)  |                 |                 |                 |                              |
| 17       | 401-027-581-56502                          | \$0             | \$11,719        | \$8,863         | \$8,895                      |
|          | Vehicle Replacement Fund                   |                 |                 |                 |                              |
| 18       | 401-027-581-56501                          | \$0             | \$16,664        | \$15,954        | \$11,165                     |
|          | Internal Service Fund                      |                 |                 |                 |                              |
| 19       | 401-027-581-56608                          | \$0             | \$2,064         | \$1,837         | \$0                          |
|          | Self Insured Dental Plan Fund              |                 |                 |                 |                              |
| 20       |  | \$0             | \$0             | \$0             | \$4,837                      |
|          | HRA Funding Account                        |                 |                 |                 |                              |
| 21       |  | \$169,334       | \$631,045       | \$709,273       | \$707,048                    |
|          | <b>Total Transfers Out</b>                 |                 |                 |                 |                              |

(1) Foot note detail below

|   |  |  |  |               |
|---|--|--|--|---------------|
| Other Misc. Split between Water and Wastewater (see Project List)                 |  |  |  | 36,335        |
| (Telemetry, Ditch Safety Box & Trailer, inventory control program, GPS Equipment) |  |  |  |               |
| <b>Total Wastewater Capital (Fund 401)</b>  |  |  |  | <b>36,335</b> |

LARGE SCALE WATER & SEWER PROJECT LIST

| PROJECT NUMBER | PROJECT NAME | PROJECT DESCRIPTION                                | FUNDING SOURCE  |              |               |                 |              |              |               | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|----------------|--------------|--|-----------------|--------------|---------------|-----------------|--------------|--------------|---------------|--------|--------|--------|--------|--------|
|                |              |  | WMD REUSE GRANT | O&M RESERVES | LOAN PROCEEDS | SPECIAL RESERVE | SEWER IMPACT | WATER IMPACT | FDEPWAP GRANT |        |        |        |        |        |
| 1              |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 2              | 199-UT09     | NEW WELL, FIELD NW                                 |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 3              |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 4              |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 5              |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 6              |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 7              |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 8              | 1997-UT10    | LAMAR AVE WP REHAB                                 |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 9              | 1898-UT14    | SEWER SYSTEM REHAB PROGRAM                         |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 10             | 2000-UT18    | REPLACEMENT VEHICLE PROGRAM                        |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 11             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 12             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 13             | 2000-UT20    | REPLACEMENT WATER VALVES                           |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 14             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 15             | 1997-UT21    | MISCELLANEOUS EQUIPMENT                            |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 16             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 17             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 18             | 2001-UT03    | HOPE HILL WELL REPLACEMENT                         |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 19             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 20             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 21             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 22             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 23             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 24             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 25             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 26             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 27             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 28             | 2001-UT06    | EMERGENCY GENERATOR INSTALLATION                   |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 29             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 30             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 31             | 2001-UT06    | SR 50 WATER & SEWER LINE EXTENSION (HOSPITAL LINE) |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 32             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 33             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 34             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 35             | 2003-UT01    | SOUTHERN HILLS WATER & SEWER IMPROVEMENTS          |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 36             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 37             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 38             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 39             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 40             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 41             | 2004-UT01    | CR465 MULTILANE FOOT PROJECT WPI 257299-2-52-01    |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 42             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 43             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 44             | 2006-UT01    | MAJESTIC OAKS OVER SIZING                          |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 45             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 46             | 2006-UT02    | US41 SOUTH WAS LINE EXTENSION                      |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 47             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 48             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 49             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 50             | 2006-UT03    | US41 12" WATER LINE EXTENSION                      |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 51             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 52             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 53             | 2008-UT06    | WISCON RD FM & REUSE LINE THROUGH LOWES            |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 54             | 2006-UT04    | Mobbey Rd Reuse Line Over sizing                   |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 55             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 56             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 57             | 2007-UT01    | DOWNTOWN FIRE FLOW IMPROVEMENT PROJECT             |                 |              |               |                 |              |              |               |        |        |        |        |        |
| 58             |              |  |                 |              |               |                 |              |              |               |        |        |        |        |        |



**SOLID WASTE  
ALL FUNDS SUMMARIES**

|                                      | Actual<br>05/06    | Actual<br>06/07    | Adopted<br>Budget<br>07/08 | Requested<br>Budget<br>08/09 |
|--------------------------------------|--------------------|--------------------|----------------------------|------------------------------|
| <b>REVENUE SUMMARY:</b>              |                    |                    |                            |                              |
| CHARGES FOR SERVICES                 | \$1,100,396        | \$1,229,373        | \$1,249,000                | \$1,324,000                  |
| INTEREST INCOME                      | \$14,024           | \$21,766           | \$12,000                   | \$14,000                     |
| LOANS & MISC.(presentation only)     | \$0                | \$25,554           | \$180,000                  | \$395,532                    |
| <b>SUBTOTAL</b>                      | <b>\$1,114,420</b> | <b>\$1,276,693</b> | <b>\$1,441,000</b>         | <b>\$1,733,532</b>           |
| TRANSFER IN                          | \$1,326            | \$1,456            | \$0                        | \$0                          |
| PRIOR YEAR CARRY FORWARD             | \$233,259          | \$227,224          | \$400,908                  | \$662,735                    |
| <b>REVENUE TOTALS</b>                | <b>\$1,349,005</b> | <b>\$1,505,373</b> | <b>\$1,841,908</b>         | <b>\$2,396,267</b>           |
| <b>EXPENSE SUMMARY:</b>              |                    |                    |                            |                              |
| PERSONAL SERVICE                     | \$332,823          | \$305,406          | \$313,270                  | \$317,648                    |
| OPERATING EXPENSES                   | \$604,900          | \$573,886          | \$591,268                  | \$596,920                    |
| <b>CAPITAL OUTLAY</b>                |                    |                    |                            |                              |
| BUILDINGS                            | \$0                | \$0                | \$0                        | \$0                          |
| COMPUTER EQUIPMENT                   | \$0                | \$0                | \$0                        | \$0                          |
| IMPROVEMENTS OTHER THAN BUILDING     | \$0                | \$0                | \$0                        | \$0                          |
| MACHINERY & EQUIPMENT                | \$0                | \$0                | \$180,000                  | \$395,532                    |
| AUTOMOTIVE & HEAVY EQUIPMENT         | \$0                | \$0                | \$0                        | \$0                          |
| OFFICE EQUIPMENT & FURNITURE         | \$0                | \$0                | \$0                        | \$0                          |
| <b>TOTAL CAPITAL OUTLAY</b>          | <b>\$0</b>         | <b>\$0</b>         | <b>\$180,000</b>           | <b>\$395,532</b>             |
| <b>DEBT SERVICE</b>                  | <b>\$31,387</b>    | <b>\$55,002</b>    | <b>\$62,469</b>            | <b>\$91,805</b>              |
| <b>TRANSFERS</b>                     |                    |                    |                            |                              |
| TO GENERAL FUND/DENTAL PLAN          | \$90,574           | \$90,574           | \$105,448                  | \$104,104                    |
| TO VEHICLE REPLACEMENT R&R           | \$14,263           | \$30,263           | \$47,110                   | \$68,663                     |
| TO WATER & SEWER                     | \$0                | \$16,978           | \$0                        | \$0                          |
| TO INTERNAL SERVICE FUND             | \$47,834           | \$54,025           | \$50,139                   | \$73,882                     |
| TO HRA FUNDING ACCOUNT               |                    |                    |                            | \$4,350                      |
| <b>TOTAL TRANSFERS</b>               | <b>\$152,671</b>   | <b>\$191,840</b>   | <b>\$202,697</b>           | <b>\$250,999</b>             |
| <b>TOTAL EXPENSES</b>                | <b>\$1,121,781</b> | <b>\$1,126,134</b> | <b>\$1,349,704</b>         | <b>\$1,652,904</b>           |
| REPAIR & REPLACEMENT RESERVES        | \$0                | \$0                | \$0                        | \$0                          |
| RESERVE CAPITAL CONTINGENCIES        | \$0                | \$0                | \$0                        | \$0                          |
| <b>TOTAL EXPENSES &amp; RESERVES</b> | <b>\$1,121,781</b> | <b>\$1,126,134</b> | <b>\$1,349,704</b>         | <b>\$1,652,904</b>           |
| RESERVE FOR CONTINGENCIES            | \$177,224          | \$325,306          | \$442,204                  | \$686,363                    |
| RESERVE FOR EQUIPMENT                | \$50,000           | \$53,933           | \$50,000                   | \$57,000                     |
| <b>TOTAL FUND BALANCE</b>            | <b>\$1,349,005</b> | <b>\$1,505,373</b> | <b>\$1,841,908</b>         | <b>\$2,396,267</b>           |

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Solid Waste Rev Detail

Solid Waste Summary

| Revenue Detail (Fund 403) |                                  | 05/06<br>Actual    | 06/07<br>Actual    | 07/08<br>Budget    | Requested<br>'08/09 |
|---------------------------|----------------------------------|--------------------|--------------------|--------------------|---------------------|
| 403-000-343-48340         | Garbage Solid Waste Revenues     | \$409,132          | \$425,975          | \$425,000          | \$457,000           |
| 403-000-343-48341         | Commercial Solid Waste           | \$701,505          | \$803,398          | \$812,000          | \$847,000           |
| 403-000-343-48342         | Capital Recovery Fee             | \$825              | \$65               | \$0                | \$0                 |
| 403-000-343-48361         | Penalties                        | \$12,197           | \$18,580           | \$12,000           | \$16,000            |
|                           | BERT Reimbursement               | \$0                | \$819              | \$0                | \$0                 |
| 403-000-361-48811         | Interest-SBA                     | \$11,261           | \$21,766           | \$11,000           | \$12,000            |
| 403-000-369-48890         | Miscellaneous Revenues           | \$1,644            | \$6,090            | \$0                | \$4,000             |
|                           | Federal Grants-Economic Envir.   | \$253              | \$0                | \$0                | \$0                 |
|                           | State Grants- Economic Envir.    | \$0                | \$0                | \$0                | \$0                 |
| 403-000-364-48845         | Disposition of Fixed Assets      | \$0                | \$0                | \$0                | \$0                 |
| 403-000-381-49001         | Transfer In from 001             | \$1,610            | \$1,456            | \$0                | \$0                 |
| 403-000-381-49402         | Transfer in from 402             | \$166,807          | \$0                | \$0                | \$0                 |
| 403-000-381-49501         | Transfer in from 501             | \$8,292            | \$0                | \$0                | \$0                 |
| Presenation Only          | Debt Proceeds                    | \$0                | \$0                | \$180,000          | \$399,156           |
|                           | <b>Total Revenues (Fund 403)</b> | <b>\$1,313,526</b> | <b>\$1,278,149</b> | <b>\$1,440,000</b> | <b>\$1,735,156</b>  |

| Revenue Detail (Fund 402)                 |                                  | 05/06<br>Actual  | 06/07<br>Actual | 06/07<br>Budget | Requested<br>08/09 |
|---|----------------------------------|------------------|-----------------|-----------------|--------------------|
| <b>Renewal &amp; Replacement Reserves</b> |                                  |                  |                 |                 |                    |
| 402-000-361-48811                         | Interest-SBA                     | \$10,159         | \$2,984         | \$1,000         | \$2,000            |
|   | Transfer Out to 403              | \$166,807        | \$0             | \$0             | \$0                |
|   | Transfer Out to 501              | \$50,000         | \$0             | \$0             | \$0                |
|   | <b>Total Revenues (Fund 402)</b> | <b>\$226,966</b> | <b>\$2,984</b>  | <b>\$1,000</b>  | <b>\$2,000</b>     |

Personal Budget

PUBLIC WORKS DEPARTMENT: Solid Waste Collection

1 GL CODES

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4 403-022-534-51200

5 403-022-534-51200

6 403-022-534-51200

7 403-022-534-51200

8 403-022-534-51200

9 403-022-534-51200

10 403-022-534-51200

11 403-022-534-51200

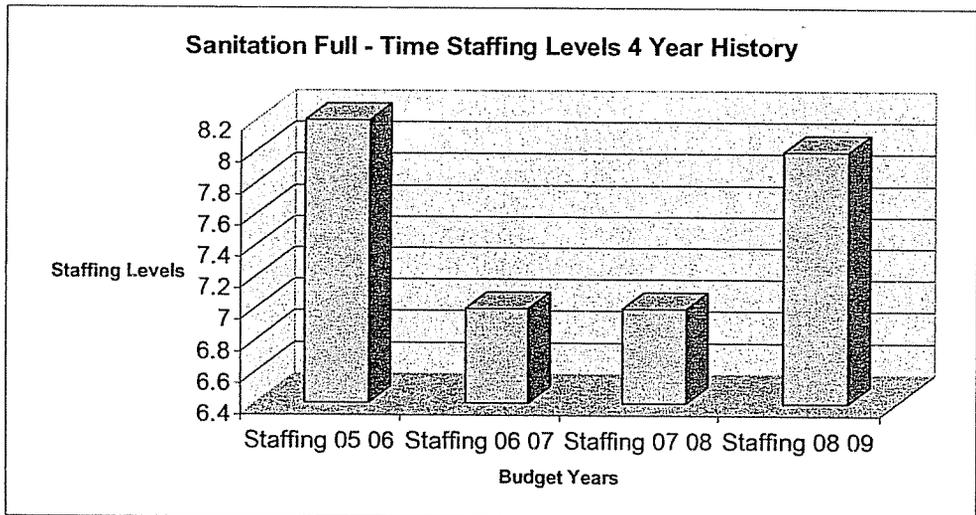
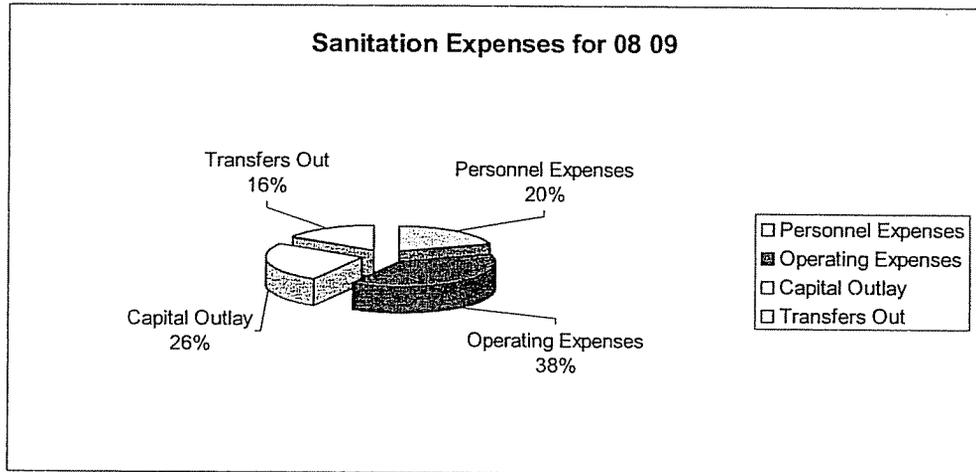
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| STAFFING/Level                | Type of Pay | 05/06 Staffing | 06/07 Staffing | 07/08 Staffing | Adopted 07/08 Budget | Requested 08/09 Staffing | Requested 08/09 Budget |
|-------------------------------|-------------|----------------|----------------|----------------|----------------------|--------------------------|------------------------|
| Sanitation Superintendent     | S           | 0.2            | 0              | 0              | \$0                  | 0                        | \$0                    |
| Operations Supervisor         | H           | 1              | 1              | 1              | \$46,396             | 1                        | \$38,293               |
| Sanitation Operators          | H           | 5              | 4              | 4              | \$94,651             | 2                        | \$51,431               |
| Front Loader Driver/Collector | H           | 1              | 1              | 1              | \$33,108             | 2                        | \$50,523               |
| Sanitation Maintenance Tech.  | H           | 0              | 0              | 0              | \$0                  | 0                        | \$0                    |
| Admin. Specialist II          | H           | 1              | 1              | 1              | \$20,295             | 1                        | \$23,754               |
| Boom Truck Driver             | H           | 0              | 0              | 0              | \$0                  | 0                        | \$0                    |
| Sanitation/Collector          | H           | 0              | 0              | 0              | \$0                  | 2                        | \$35,859               |
| <b>TOTAL</b>                  |             | <b>8.2</b>     | <b>7</b>       | <b>7</b>       | <b>\$194,450</b>     | <b>8</b>                 | <b>\$199,860</b>       |

S = Salaried H = Hourly



Operations Budget

PUBLIC WORKS DEPARTMENT: Solid Waste Collection

| GL CODES | PERSONNEL SERVICES                             | 05/06<br>Actual | 06/07<br>Actual | 07/08<br>Budget | Requested<br>08/09<br>Budget |
|----------|--|-----------------|-----------------|-----------------|------------------------------|
| 2        | 403-022-534-51200 Regular Salaries             | \$229,266       | \$197,623       | \$194,450       | \$199,860                    |
| 3        | 403-022-534-51400 Overtime                     | \$5,230         | \$6,671         | \$10,000        | \$6,500                      |
| 4        | Total Wages                                    | \$234,496       | \$204,294       | \$204,450       | \$206,360                    |
| 5        |  |                 |                 |                 |                              |
| 6        |  |                 |                 |                 |                              |
| 7        |  |                 |                 |                 |                              |
| 8        | 403-022-534-52100 FICA                         | \$17,292        | \$14,631        | \$15,640        | \$15,786                     |
| 9        | 403-022-534-52200 Retirement                   | \$19,893        | \$19,825        | \$20,630        | \$18,387                     |
| 10       | 403-022-534-52300 Health Insurance             | \$23,044        | \$22,810        | \$26,022        | \$35,621                     |
| 11       | 403-022-534-52301 Life Insurance               | \$1,534         | \$1,403         | \$1,836         | \$2,232                      |
| 12       | 403-022-534-52302 Health Reimbursement Account | \$1,851         | \$3,222         | \$4,275         | \$0                          |
| 13       | 403-022-534-52320 Dental Insurance             | \$0             | \$0             | \$0             | \$2,940                      |
| 14       | 403-022-534-52400 Worker's Comp Insurance      | \$34,713        | \$39,221        | \$40,417        | \$36,322                     |
| 15       | Total Benefits                                 | \$98,327        | \$101,112       | \$108,820       | \$111,288                    |
| 16       |  |                 |                 |                 |                              |
| 17       | Total Personnel Service Costs                  | \$332,823       | \$305,406       | \$313,270       | \$317,648                    |

| GL CODES | OPERATING EXPENDITURES                             | 05/06<br>Actual | 05/06<br>Actual | 07/08<br>Budget | Requested<br>08/09<br>Budget |
|----------|--|-----------------|-----------------|-----------------|------------------------------|
| 18       | 403-022-534-53101 Medical Services                 | \$733           | \$870           | \$710           | \$500                        |
| 19       | 403-022-534-53400 Other Contractual Services       | \$16,511        | \$1,137         | \$2,700         | \$3,500 (1)                  |
| 20       | 403-022-534-53401 Contract Labor                   | \$55,976        | \$56,095        | \$58,000        | \$8,000                      |
| 21       | 403-022-534-54000 Travel & Per Diem                | \$8             | \$0             | \$12            | \$0                          |
| 22       | 403-022-534-54100 Communications & Freight Charge  | \$1,832         | \$1,608         | \$1,600         | \$1,500 (2)                  |
| 23       | 403-022-534-54110 Postage                          | \$23            | \$0             | \$2,000         | \$7,000 (3)                  |
| 24       | 403-022-534-54210 Automotive Repair Service        | \$21,507        | \$4,509         | \$7,500         | \$12,500 (2A)                |
| 25       | 403-022-534-54300 Electric                         | \$2,840         | \$3,042         | \$2,400         | \$3,190                      |
| 26       | 403-022-534-54303 Water                            | \$1,310         | \$1,789         | \$1,700         | \$1,900                      |
| 27       | 403-022-534-54311 Waste Disposal                   | \$337,519       | \$326,517       | \$330,000       | \$370,000 (4)                |
| 28       | 403-022-534-54317 Dumpsters                        | \$16,849        | \$19,298        | \$20,000        | \$20,000                     |
| 29       | 403-022-534-54318 Cheyenne Pass Landfill           | \$167           | \$560           | \$3,000         | \$0                          |
| 30       | 403-022-534-54400 Equipment & Vehicle Rental       | \$69            | \$186           | \$500           | \$0                          |
| 31       | 403-022-534-54500 General Business Insurance       | \$34,058        | \$41,222        | \$50,606        | \$48,000                     |
| 32       | 403-022-534-54560 Insurance Claims and Deductibles | \$0             | \$1,000         | \$2,000         | \$2,000                      |
| 33       | 403-022-534-54600 Repair & Maintenance             | \$777           | \$681           | \$1,500         | \$500                        |
| 34       | 403-022-534-54700 Printing & Binding Services      | \$2,232         | \$599           | \$800           | \$600 (5)                    |
| 35       | 403-022-534-54800 Advertising Activities           | \$138           | \$80            | \$1,000         | \$0                          |
| 36       | 403-022-534-54900 Other Current Charges            | \$88            | \$65            | \$100           | \$0                          |
| 37       | 403-022-534-55100 Office Supplies                  | \$1,497         | \$1,325         | \$1,200         | \$1,060                      |
| 38       | 403-022-534-55210 Operating Supplies               | \$1,291         | \$1,156         | \$230           | \$400                        |
| 39       | 403-022-534-55211 Medical Supplies                 | \$0             | \$0             | \$0             | \$0                          |
| 40       | 403-022-534-55220 Computer Supplies                | \$746           | \$93            | \$250           | \$0                          |
| 41       | 403-022-534-55223 Repair & Maint Supplies          | \$4,162         | \$5,021         | \$5,000         | \$4,500                      |
| 42       | 403-022-534-55225 Chemicals                        | \$0             | \$0             | \$200           | \$0                          |
| 43       | 403-022-534-55226 Safety Supplies                  | \$1,703         | \$1,037         | \$1,500         | \$1,500                      |
| 44       | 403-022-534-55227 Safety Marking Devices           | \$0             | \$804           | \$500           | \$0                          |
| 45       | 403-022-534-55230 Clothing/Uniforms                | \$2,784         | \$2,398         | \$3,000         | \$2,250                      |
| 46       | 403-022-534-55240 Institutional Supplies           | \$1,004         | \$2,176         | \$1,000         | \$250                        |
| 47       | 403-022-534-55250 Fuels & Lubricants               | \$60,601        | \$62,561        | \$55,000        | \$70,000                     |
| 48       | 403-022-534-55251 Tags & Titles                    | \$0             | \$70            | \$60            | \$70                         |
| 49       | 403-022-534-55252 Small Tools                      | \$1,393         | \$312           | \$1,000         | \$700                        |
| 50       | 403-022-534-55253 Auto Repair Supply (in-house)    | \$36,806        | \$36,714        | \$36,000        | \$37,000                     |
| 51       | 403-022-534-55400 Books, Subscription, Membership  | \$0             | \$0             | \$0             | \$0 (6)                      |
| 52       | 403-022-534-55500 Uncapitalized Equipment          | \$246           | \$1,191         | \$0             | \$0                          |
| 53       | 403-022-599-59991 Collection Charges               | \$30            | \$0             | \$200           | \$0                          |
| 54       | Total Operating                                    | \$604,900       | \$574,116       | \$591,268       | \$596,920                    |

- 58 (1) City Hall changed how cost of billing printing apportioned. Minor amounts included for Solid Wastes share of carpet cleaning and vehicle fire extinguisher maintenance.
- 59
- 60 (2) Cost of 4 more radio function cell phones will be included this year. Plus Sanitation share of Customer Service program (475).
- 61 (2A) Recapping of truck tires is a large part of cost about \$5,500 spent annually on recapped tires. Mounting/dismounting same costs about \$2,000 per year. Need additional \$5,000 to cover other major outside repairs.
- 62
- 63 (3) City Hall changed how cost of billing postage apportioned.
- 64 (4) Hernando County Landfill does not think any rate increase is likely. Hauling all limbs, logs and leaves to landfill will increase disposal cost above projected amount by \$12,000 and hauling other debris to landfill will add \$36,000.
- 65
- 66 (5) Contamination remediation project basically on hold. If FDEP proceeds with future requirements we will just have to get authorization to use reserves. No P.O. issued.
- 67
- 68 (6) Changing of truck tire previously miscoded to this account. Now only Sanitation share of phone repairs, copier maintenance needs to be budgeted.
- 69 (7) New tires, parts used by shop mechanics to repair trucks here at the shop.

Operations Budget

WORKS DEPARTMENT: Solid Waste Collection

|    | GL CODES          | CAPITAL OUTLAY                        | 05/06<br>Actual |           | 07/08<br>Budget | Requested<br>08/09<br>Budget |
|----|-------------------|---------------------------------------|-----------------|-----------|-----------------|------------------------------|
| 1  | 403-000-162-19025 | Buildings                             | 0               | 0         | 0               | 0                            |
| 2  | 403-000-166-19037 | Machinery & Equipment                 | 0               | 0         | 180,000         | 395,532                      |
| 3  | 403-000-168-19043 | Automotive & Heavy Equipment          | 0               | 0         | 0               | 0                            |
| 4  | 403-000-169-19049 | Construction In Progress              | 0               | 0         | 0               | 0                            |
| 5  |                   | Total Capital                         | 0               | 0         | 180,000         | 395,532                      |
| 6  |                   |                                       |                 |           |                 |                              |
| 7  |                   | DEBT SERVICE                          |                 |           |                 |                              |
| 8  | 403-022-534-57100 | Intrest                               | 2,815           | 2,163     | 8,760           | 13,384                       |
| 9  | presentation only | Principal                             | 28,572          | 0         | 53,709          | 78,421                       |
| 10 |                   | Total Debt Service                    | 31,387          | 2,163     | 62,469          | 91,805                       |
| 11 |                   |                                       |                 |           |                 |                              |
| 12 |                   | Transfers Out                         |                 |           |                 |                              |
| 13 | 403-022-581-56001 | To General Fund                       | 89,000          | 89,000    | 104,104         | 104,104                      |
| 14 | 403-022-581-56401 | To Water Wastewater                   | 0               | 16,978    | 0               | 0                            |
| 15 | 403-022-581-56502 | Vehicle Replacement Fund (\$180K Trk) | 14,263          | 30,263    | 47,110          | 68,663                       |
| 16 | 403-022-581-56501 | Internal Service Fund                 | 47,834          | 54,025    | 50,139          | 73,882                       |
| 17 | 403-022-581-56608 | Self Insured Dental Plan Fund         | 1,574           | 1,344     | 1,344           | 0                            |
| 18 | 403-022-581-56609 | HRA Funding Account                   | 0               | 0         | 0               | 4,350                        |
| 19 |                   | Total Transfers Out                   | 152,671         | 191,610   | 202,697         | 250,999                      |
| 20 |                   |                                       |                 |           |                 |                              |
| 21 |                   | Reserves                              |                 |           |                 |                              |
| 22 |                   | R&R Reserves                          | 50,000          | 0         | 50,000          | 57,000                       |
| 23 |                   | Reserves Capital Contingencies        | 0               | 0         | 0               | 0                            |
| 24 |                   | Reserves for Contingencies            | 177,224         | 0         | 442,204         | 686,363                      |
| 25 |                   | Total Reserves                        | 227,224         | 0         | 492,204         | 743,363                      |
| 26 |                   |                                       |                 |           |                 |                              |
| 27 |                   | Total Expenses                        | 1,349,005       | 1,073,295 | 1,841,908       | 2,396,267                    |

**INTERNAL SERVICE**

**MAINTENANCE FUND #501**

(1)

|  | <b>Adopted<br/>05/06</b> | <b>Adopted<br/>06/07</b> | <b>Adopted<br/>07/08</b> | <b>Requested<br/>08/09</b> |  |
|--|--------------------------|--------------------------|--------------------------|----------------------------|--|
| <b>Income Maintenance</b>  |                          |                          |                          |                            |  |
| Transfers in Maintenance   | 164,436                  | 194,508                  | 184,884                  | 179,019 (1)                |  |
| Interest Income  | 500                      | 600                      | 600                      | 0                          |  |
| Prior Cash Carry Forward   | 4,433                    | 5,000                    | 5,000                    | 10,241                     |  |
| <b>Total Maintenance Income</b>                                    | <b>169,369</b>           | <b>200,108</b>           | <b>190,484</b>           | <b>189,260</b>             |  |
| <b>Expenses</b>  |                          |                          |                          |                            |  |
| Personal Services  | 107,067                  | 137,650                  | 146,400                  | 147,028                    |  |
| Operating Expenses   | 32,336                   | 33,282                   | 37,908                   | 30,066                     |  |
| Equipment /Building Purchases                                      | 23,000                   | 23,000                   | 0                        | 0                          |  |
| Transfer out to Dental Fund  | 576                      | 576                      | 576                      | 0                          |  |
| Transfer out to HRA Funding Account                                | 0                        | 0                        | 0                        | 1,925                      |  |
| Total Maintenance Expense  | 162,979                  | 194,508                  | 184,884                  | 179,019                    |  |
| Reserve for Wage Adjustment  | 1,457                    | 0                        | 0                        | 0                          |  |
| <b>Total Maintenance Reserve</b>                                   | <b>6,390</b>             | <b>5,600</b>             | <b>5,600</b>             | <b>10,241</b>              |  |
| <b>Income Vehicle Replacement (New Fund 502 effective 10/1/08)</b> |                          |                          |                          |                            |  |
| Interest Income VRF  | 25,090                   | 47,300                   | 55,000                   | 0                          |  |
| Transfers In   | 195,859                  | 223,491                  | 147,040                  | 0                          |  |
| Prior Cash Carry Forward   | 727,581                  | 900,434                  | 1,153,390                | 1,248,595 (2)              |  |
| <b>Total VRF Income</b>  | <b>948,530</b>           | <b>1,171,225</b>         | <b>1,355,430</b>         | <b>1,248,595</b>           |  |
| <b>Transfer out to New Vehicle Replacement IS Fund #502</b>        |                          |                          |                          | <b>1,248,595</b>           |  |
| <b>Capital Expenditures VRF/IS</b>                                 | <b>84,000</b>            | <b>102,515</b>           | <b>0</b>                 | <b>0</b>                   |  |
| <b>Total VRF Reserve</b>   | <b>864,530</b>           | <b>1,068,710</b>         | <b>1,355,430</b>         | <b>0</b>                   |  |
| Total Income & prior Cash Forward                                  | 1,117,899                | 1,371,333                | 1,545,914                | 1,437,855                  |  |
| Total Expenses   | 246,979                  | 297,023                  | 184,884                  | 1,427,614                  |  |
| <b>Total Reserves</b>  | <b>870,920</b>           | <b>1,074,310</b>         | <b>1,361,030</b>         | <b>10,241</b>              |  |
| <b>Total Expenses and Reserves</b>                                 | <b>1,117,899</b>         | <b>1,371,333</b>         | <b>1,545,914</b>         | <b>1,437,855</b>           |  |

INTERNAL SERVICE FUND MAINTENANCE FUND

(1) Transfers In, but pays for Charges for Services for maintenance of City vehicles.

(2) Internal Service Maintenance and Vehicle Replacement split as of 10/01/08; New Vehicle Replacement Fund No. 502 created

Personal Budget

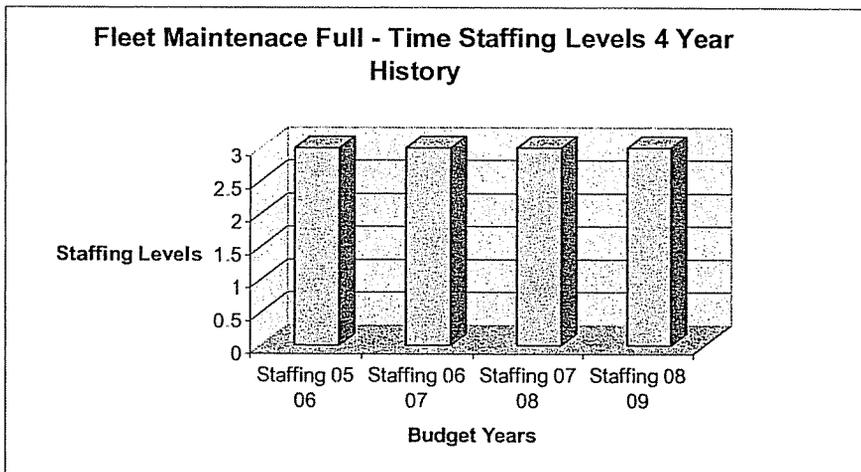
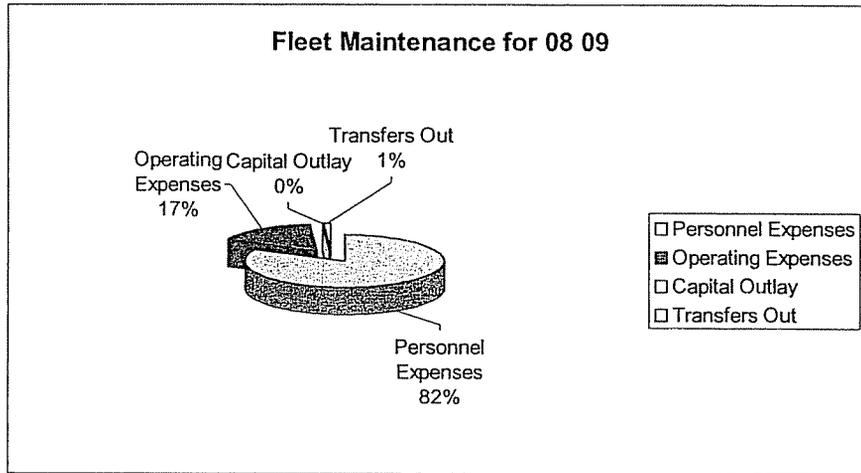
PUBLIC WORKS DEPARTMENT: Fleet Maintenance

1 GL CODES

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3  
4 501-018-549-51200  
5 501-018-549-51200  
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| STAFFING/Level | Type of Pay | 05/06 Staffing | 06/07 Staffing | 07/08 Staffing | Adopted 07/08 Budget | Requested 08/09 Staffing | Requested 08/09 Budget |
|----------------|-------------|----------------|----------------|----------------|----------------------|--------------------------|------------------------|
| Chief Mechanic | H           | 1              | 1              | 1              | \$44,859             | 1                        | \$45,282               |
| Mechanic       | H           | 2              | 2              | 2              | \$58,773             | 2                        | \$59,758               |
| <b>TOTAL</b>   |             | <b>3</b>       | <b>3</b>       | <b>3</b>       | <b>\$103,632</b>     | <b>3</b>                 | <b>\$105,040</b>       |

H = HOURLY





**INTERNAL SERVICE  
VEHICLE REPLACEMENT FUND NO. 502**

(1)

|                                    | Requested<br>08/09 |
|------------------------------------|--------------------|
| <b>Income Vehicle Replacement</b>  |                    |
| Prior Cash Carry Forward           | 0                  |
| Interest Income VRF                | 45,000             |
| Transfers In from Departments      | 201,368            |
| Transfers In from Fund 501         | 1,248,595          |
| <b>Total VRF Income</b>            | <b>1,494,963</b>   |
| <b>Capital Expenditures VRF/IS</b> | <b>185,000</b> (2) |
| <b>Total VRF Reserve</b>           | <b>1,309,963</b>   |

(1) Vehicle Replacement split out from Vehicle Maintenance effective 10/1/08

(2) Purchase Fire Department Medium Duty Squad Truck. This is a multi-purpose vehicle for medical response and accident response. Funds are coming from Vehicle Replacement (\$66,100) 2000 Rescue Truck (will be converted to Brush Truck) and Vehicle Replacement (\$85,000) 2002 Rescue Truck (plans to sell for > \$25,000). Difference will be covered by interest contingencies available in Vehicle Replacement Fund.

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General Fund

FLEET VEHICLE REPLACEMENT ACCOUNT SCHEDULE

| Fixed Asset # | City Number | Year Purchased | Vehicle Description | Division                     | Purchase Price | Life        | Annual Required Transfer | Yrs in Svc | Accumulated Replacement Previous 9/30/08 | Total Accumulated Replacement 09/30/2009 |              |
|---------------|-------------|----------------|---------------------|------------------------------|----------------|-------------|--------------------------|------------|--|--|--------------|
| 1             | 675         | 248            | 95/96               | 96 Chevy Blazer              | Admin          | \$23,675    | 6                        | \$0        | 13                                       | \$23,675                                 | \$23,675     |
| 2             | 613         | 643            | 95/96               | 96 Ford F250 3/4 Ton 4x2 P U | Street         | \$15,205    | 5                        | \$0        | 12                                       | \$0                                      | \$0          |
| 3             |             |                |                     |                              |                | \$38,880    |                          | \$0        |  | \$23,675                                 | \$23,675     |
| 4             |             |                |                     |                              |                |             |                          |            |  |  |              |
| 5             | 149         | 129            | 96/97               | 97 Ford Crown Victoria       | Police         | \$21,049    | 5                        | \$0        | 12                                       | \$0                                      | \$0          |
| 6             | 158         | 130            | 96/97               | 97 Ford Expedition           | Police         | \$28,168    | 7                        | \$0        | 12                                       | \$0                                      | \$0          |
| 7             |             |                |                     |                              |                | \$49,217    |                          | \$0        |  | \$0                                      | \$0          |
| 8             |             |                |                     |                              |                |             |                          |            |  |  |              |
| 9             | 403         | 132            | 97/98               | 98 Chevy Lumina              | Police         | \$20,070    | 5                        | \$0        | 11                                       | \$0                                      | \$0          |
| 10            | 130         | 131            | 97/98               | 98 Chevy Monte Carlo         | Police         | \$16,254    | 5                        | \$0        | 11                                       | \$0                                      | \$0          |
| 11            | 772         | 611            | 97/98               | Dodge Ram Pick Up            | DPW Ad         | \$22,523    | 7                        | \$0        | 11                                       | \$0                                      | \$0          |
| 12            | 594         | 610            | 97/98               | 98 Dodge Ram Pick Up         | Streets        | \$16,408    | 7                        | \$0        | 11                                       | \$0                                      | \$0          |
| 13            |             |                |                     |                              |                | \$75,255    |                          | \$0        |  | \$0                                      | \$0          |
| 14            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 15            | 1285        | 136            | 98/99               | 99 Crown Victoria Patrol     | Police         | \$22,438    | 5                        | \$0        | 10                                       | \$0                                      | \$0          |
| 16            | 1286        | 137            | 98/99               | 99 Crown Victoria Patrol     | Police         | \$22,438    | 5                        | \$0        | 10                                       | \$0                                      | \$0          |
| 17            | 1289        | 138            | 98/99               | 99 Dodge Stratus             | Finance        | \$14,918    | 7                        | \$0        | 10                                       | \$14,918                                 | \$14,918     |
| 18            | 1315        | 644            | 98/99               | 99 Passenger Van             | Streets        | \$22,774    | 7                        | \$0        | 10                                       | \$22,774                                 | \$22,774     |
| 19            |             |                |                     |                              |                | \$82,568    |                          | \$0        |  | \$37,692                                 | \$37,692     |
| 20            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 21            | 1412        | 139            | 99/00               | 00 Crown Victoria Patrol     | Police         | \$21,498    | 5                        | \$0        | 9  | \$0                                      | \$0          |
| 22            | 1413        | 140            | 99/00               | 00 Crown Victoria Patrol     | Police         | \$21,498    | 5                        | \$0        | 9  | \$0                                      | \$0          |
| 23            | 1414        | 141            | 99/00               | 00 Crown Victoria Patrol     | Police         | \$21,498    | 5                        | \$0        | 9  | \$0                                      | \$0          |
| 24            | 1359        | 145            | 99/00               | 00 Crown Victoria Patrol     | Police         | \$21,498    | 5                        | \$0        | 9  | \$0                                      | \$0          |
| 25            | 1360        | 210            | 99/00               | 00 Crown Victoria            | Fire           | \$19,848    | 7                        | \$0        | 9  | \$0                                      | \$0          |
| 26            | 1406        | 208            | 99/00               | 00 Rescue Truck              | Fire           | \$66,100    | 7                        | \$0        | 9  | \$66,100                                 | \$66,100     |
| 27            | 1366        | 302            | 99/00               | 00 Van                       | Streets        | \$16,848    | 7                        | \$0        | 9  | \$16,848                                 | \$16,848     |
| 28            | 1373        | 645            | 99/00               | 00 Van                       | Streets        | \$18,513    | 7                        | \$0        | 9  | \$18,513                                 | \$18,513     |
| 29            | 1408        | 257            | 99/00               | 00 Fire Engine               | Fire           | \$230,428   | 15                       | \$5,584    | 9  | \$191,338                                | \$196,922    |
| 30            |             |                |                     |                              |                | \$437,729   |                          | \$5,584    |  | \$292,799                                | \$298,383    |
| 31            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 32            | 1491        | 146            | 00/01               | 00 Crown Victoria Patrol     | Police         | \$21,874    | 5                        | \$0        | 8  | \$0                                      | \$0          |
| 33            | 1489        | 147            | 00/01               | 01 Crown Victoria Patrol     | Police         | \$22,728    | 5                        | \$0        | 8  | \$0                                      | \$0          |
| 34            | 1443        | 305            | 00/01               | 01 Ford Focus SW             | MIS            | \$15,856    | 7                        | \$0        | 8  | \$15,856                                 | \$15,856     |
| 35            | 1499        | 727            | 00/01               | 01 Chevy Lumina              | Parks          | \$16,432    | 7                        | \$0        | 8  | \$16,432                                 | \$16,432     |
| 36            | 1509        | 211            | 00/01               | 02 Fire Recue Truck          | Fire           | \$85,000    | 7                        | \$0        | 8  | \$85,000                                 | \$85,000     |
| 37            |             |                |                     |                              |                | \$161,890   |                          | \$0        |  | \$117,288                                | \$117,288    |
| 38            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 39            | 1525        | 149            | 01/02               | Crown Victoria Patrol        | Police         | \$22,122    | 5                        | \$0        | 7  | \$0                                      | \$0          |
| 40            | 1526        | 151            | 01/02               | Crown Victoria Patrol        | Police         | \$21,782    | 5                        | \$0        | 7  | \$0                                      | \$0          |
| 41            |             |                |                     |                              |                | \$43,904    |                          | \$0        |  | \$0                                      | \$0          |
| 42            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 43            | 1553        | 156            | 02/03               | Crown Victoria Patrol        | Police         | \$21,141    | 5                        | \$0        | 6  | \$0                                      | \$0 (4)      |
| 44            | 1554        | 157            | 02/03               | Crown Victoria Patrol        | Police         | \$21,141    | 5                        | \$0        | 6  | \$0                                      | \$0 (4)      |
| 45            | 1477        | 724            | 02/03               | 94 Ford E350 Mini Bus        | JBC            | \$12,000    | 5                        | \$0        | 6  | \$12,000                                 | \$12,000     |
| 46            |             |                |                     |                              |                | \$54,282    |                          | \$0        |  | \$12,000                                 | \$12,000     |
| 47            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 48            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 49            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 50            | 1532        | 266            | 04/05               | 94 GMC Box Tr. (Used)        | Fire           | \$4,500     | 10                       | \$257      | 5  | \$2,957                                  | \$3,214      |
| 51            | 1603        | 161            | 04/05               | 05 Crown Victoria            | Police         | \$21,658    | 7                        | \$2,166    | 5  | \$15,162                                 | \$17,328     |
| 52            | 1604        | 160            | 04/05               | 05 Crown Victoria            | Police         | \$21,658    | 7                        | \$2,166    | 5  | \$15,162                                 | \$17,328     |
| 53            | 1654        | 162            | 04/05               | 05 Ford Expedition           | Police         | \$24,020    | 10                       | \$1,373    | 5  | \$15,785                                 | \$17,158     |
| 54            | 1655        | 163            | 04/05               | 05 Chevrolet Tahoe           | Police         | \$26,047    | 10                       | \$1,488    | 5  | \$17,118                                 | \$18,606     |
| 55            | 1659        | 166            | 04/05               | 06 Dodge Magnum              | Police         | \$21,777    | 7                        | \$2,178    | 5  | \$15,243                                 | \$17,421     |
| 56            | 1660        | 169            | 04/05               | 06 Dodge Magnum              | Police         | \$21,777    | 7                        | \$2,178    | 5  | \$15,243                                 | \$17,421     |
| 57            |             |                |                     |                              |                | \$141,437   |                          | \$11,806   |  | \$96,670                                 | \$108,476    |
| 58            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 59            | 1673        | 693            | 05/06               | 06 Dodge Ram Pick Up         | Streets        | \$21,048    | 7                        | \$2,526    | 4  | \$10,946                                 | \$13,472     |
| 60            | 1670        | 694            | 05/06               | 06 Van                       | Streets        | \$19,617    | 7                        | \$2,354    | 4  | \$10,200                                 | \$12,554     |
| 61            | 1671        | 170            | 05/06               | 06 Dodge Ram 3/4 Ton 4X4     | Police         | \$25,792    | 7                        | \$0        | 4  | \$0                                      | \$0 (4)      |
| 62            | 1672        | 171            | 05/06               | 06 Dodge Charger             | Police         | \$23,500    | 7                        | \$2,820    | 4  | \$12,220                                 | \$15,040     |
| 63            | 1679        | 268            | 05/06               | 06 Fire Ladder Truck         | Fire           | \$633,659   | 15                       | \$42,244   | 4  | \$126,732                                | \$168,976    |
| 64            |             |                |                     |                              |                | \$723,616   |                          | \$49,944   |  | \$160,098                                | \$210,042    |
| 65            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 66            | 1700        | 292            | 06/07               | 07 Ford Expedition           | Fire           | \$27,788    | 10                       | \$2,470    | 3  | \$8,028                                  | \$10,498     |
| 67            | 1698        | 178            | 06/07               | 07 Dodge Charger             | Police         | \$23,477    | 7                        | \$3,130    | 3  | \$7,825                                  | \$10,955     |
| 68            | 1699        | 177            | 06/07               | 07 Dodge Charger             | Police         | \$23,477    | 7                        | \$3,130    | 3  | \$7,825                                  | \$10,955     |
| 69            | 1708        | 168            | 06/07               | 06 Ford F 450 Flat Bed       | Streets        | \$23,500    | 7                        | \$3,255    | 3  | \$7,225                                  | \$10,480 (3) |
| 70            |             |                |                     |                              |                | \$98,242    |                          | \$11,985   |  | \$30,903                                 | \$42,888     |
| 71            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 72            |             |                | 07/08               | 08 Crown Victoria            | Police         | \$24,852    | 7                        | \$3,550    | 1  | \$0                                      | \$3,550      |
| 73            |             |                | 07/08               | 08 Crown Victoria            | Police         | \$24,852    | 7                        | \$3,550    | 1  | \$0                                      | \$3,550      |
| 74            |             |                | 07/08               | 08 Crown Victoria            | Police         | \$24,852    | 7                        | \$3,550    | 1  | \$0                                      | \$3,550      |
| 75            |             |                | 07/08               | 08 Crown Victoria            | Police         | \$24,852    | 7                        | \$3,550    | 1  | \$0                                      | \$3,550      |
| 76            |             |                |                     |                              |                | \$99,408    |                          | \$14,200   |  | \$0                                      | \$14,200     |
| 77            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 78            |             |                | 08/09               | 09 Fire truck                | Fire           | \$185,000   | 10                       | \$18,500   | 1  | \$0                                      | \$18,500     |
| 79            |             |                |                     |                              |                | \$185,000   |                          | \$18,500   |  | \$0                                      | \$18,500     |
| 80            |             |                |                     |                              |                |             |                          |            |  |  |              |
| 81            |             |                |                     | Total                        |                | \$2,191,428 |                          | \$112,019  |  | \$771,125                                | \$883,144    |

Actual Balance of Vehicle Replacement Schedule

NOTES: (1) Vehicles stay in inventory until surplus. When sold proceeds are credited to Fleet Replacement Contingency Fund.

(2) DPW Administration combined with Streets in 04/05 Budget

(3) Truck is budgeted out of Streets Dept., but replacement truck is budgeted in Internal Service/Vehicle Replacement

(4) Police used the money from these vehicles and all of their interest to purchase four vehicles this year

General Fund

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|---|--|-------------------|
| Vehicle Replacement at 9/30/08            |  | \$1,006,357       |
| Add: FY08/09 Annual Replacement Transfer  |  | \$112,019         |
| Projected interest for 08/09              |  | \$35,550          |
| Less 08/09 Purchased                      |  | <u>-\$185,000</u> |
| FY 08/09 Vehicle Replacement Fund Balance |  | <u>\$968,926</u>  |

Contingency and Schedule Recap at 9/30/08

|  |  |                   |
|--|--|-------------------|
| Vehicle Replacement Schedule               |  | \$883,144         |
| Contingency                                |  | \$235,232         |
| Projected interest 08/09                   |  | \$35,550          |
| Vehicles to be purchased                   |  | <u>-\$185,000</u> |
| Total Vehicle Replacement Account at 08/09 |  | <u>\$968,926</u>  |

Recap of General Fund Transfers Out to Vehicle Replacement Fund 08/09

|                      |                |  |
|----------------------|----------------|--|
| Administration - MIS | 0              |  |
| Police               | 34,829         |  |
| Fire                 | 69,055         |  |
| Parks & JBCC         | 0              |  |
| Streets              | 8,135          |  |
| Total Transfers Out  | <u>112,019</u> |  |

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Water & Sewer

FLEET VEHICLE REPLACEMENT ACCOUNT SCHEDULE

| Fixed Asset #                                  | City Number | Year Purchased | Vehicle Description        | Division | Purchase Price   | Life | Annual Required Transfer | Yrs in Svc | Accumulated Replacement | Total Accumulated Replacement |
|--|-------------|----------------|----------------------------|----------|------------------|------|--------------------------|------------|-------------------------|-------------------------------|
|  |             |                |                            |          |                  |      |                          |            | Previous Years 9/30/08  | 09/30/2009                    |
| 1597   | 589         | 04/05          | 04 Ford F-250 Pick Up      | Utility  | \$22,673         | 7    | \$3,239                  | 5          | \$12,956                | \$16,195                      |
| 1598   | 590         | 04/05          | 04 Ford F-250 Pick Up L.G. | Utility  | \$23,698         | 7    | \$3,385                  | 5          | \$13,540                | \$16,925                      |
|  |             |                |                            |          | <b>\$46,371</b>  |      | <b>\$6,624</b>           |            | <b>\$26,496</b>         | <b>\$33,120</b>               |
| 1674   | 591         | 05/06          | 06 Ford F350 1Ton Pick Up  | Utility  | \$21,367         | 7    | \$2,605                  | 4          | \$10,946                | \$13,551                      |
| 1675   | 592         | 05/06          | 06 Ford F350 1Ton Pick Up  | Utility  | \$21,042         | 7    | \$2,524                  | 4          | \$10,946                | \$13,470                      |
| 1676   | 593         | 05/06          | 06 Ford F350 1Ton Pick Up  | Utility  | \$21,042         | 7    | \$2,524                  | 4          | \$10,946                | \$13,470                      |
|  |             |                |                            |          | <b>\$63,451</b>  |      | <b>\$7,653</b>           |            | <b>\$32,838</b>         | <b>\$40,491</b>               |
| 1671   | 170         | 06/07          | 06 Dodge Ram 3/4 ton 4X4   | Utility  | \$17,195         | 5.4  | \$3,095                  | 2.4        | \$4,815                 | \$7,910                       |
| 1703   | 594         | 06/07          | 2007 Ford Ranger           | Utility  | \$12,430         | 7    | \$1,657                  | 3          | \$4,143                 | \$5,800                       |
| 1704   | 595         | 06/07          | 2007 Ford Ranger           | Utility  | \$12,430         | 7    | \$1,657                  | 3          | \$4,143                 | \$5,800                       |
|  |             |                |                            |          | <b>\$42,055</b>  |      | <b>\$6,409</b>           |            | <b>\$13,101</b>         | <b>\$19,510</b>               |
| Total  |             |                |                            |          | <b>\$151,877</b> |      | <b>\$20,686</b>          |            | <b>\$72,435</b>         | <b>\$93,121</b>               |
| Actual Balance of Vehicle Replacement Schedule |             |                |                            |          |                  |      |                          |            |                         | <b>\$93,121</b>               |

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| Vehicle Replacement at 9/30/08   |               | \$75,898        |
| Add: FY08/09 Annual Replacement Transfer                               |               | \$20,686        |
| Projected interest for 08/09   |               | \$2,700         |
| FY 08/09 Vehicle Replacement Fund Balance                              |               | <u>\$99,284</u> |
| Recap of Water & Sewer Transfers Out to Vehicle Replacement Fund 08/09 |               |                 |
| Vehicle Replacement Schedule   |               | \$93,121        |
| Contingency  |               | \$3,463         |
| Projected interest 08/09   |               | \$2,700         |
| Vehicles to be purchased   |               | \$0             |
| Total Vehicle Replacement Account at 09/30/09                          |               | <u>\$99,284</u> |
| Recap of Water & Sewer Transfers Out to Vehicle Replacement Fund 08/09 |               |                 |
| Water  | 11,791        |                 |
| Sewer  | 8,895         |                 |
| Total Transfers Out  | <u>20,686</u> |                 |

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Solid Waste

FLEET VEHICLE REPLACEMENT ACCOUNT SCHEDULE

| Fixed Asset #                                  | City Number | Year Purchased | Vehicle Description        | Division   | Purchase Price | Life | Annual Required Transfer | Yrs in Svc | Accumulated Replacement Previous 9/30/08 | Total Accumulated Replacement 09/30/2009 |
|--|-------------|----------------|----------------------------|------------|----------------|------|--------------------------|------------|--|--|
| 1596   | 467         | 03/04          | 04 Peterbilt Garbage Truck | Sanitation | \$142,627      | 10   | \$14,263                 | 6          | \$71,315                                 | \$85,578                                 |
| 1710   | 468         | 06/07          | 08 Peterbilt Garbage Truck | Sanitation | \$148,470      | 10   | \$14,847                 | 3          | \$29,694                                 | \$44,541                                 |
|  |             | 08/09          | 09 Peterbilt Garbage Truck | Sanitation | \$195,532      | 10   | \$19,553                 | 1          | \$0                                      | \$19,553                                 |
|  |             | 08/09          | 09 Peterbilt Garbage Truck | Sanitation | \$200,000      | 10   | \$20,000                 | 1          | \$0                                      | \$20,000                                 |
|  |             |                |                            |            | \$686,629      |      | \$68,663                 |            | \$101,009                                | \$169,672                                |
| Total  |             |                |                            |            | \$686,629      |      | \$68,663                 |            | \$101,009                                | \$169,672                                |
| Actual Balance of Vehicle Replacement Schedule |             |                |                            |            |                |      |                          |            |  | \$169,672                                |
| RESERVE FOR CONTINGENCIES                      |             |                |                            |            |                |      |                          |            |  | \$50,000                                 |
| TOTAL FUND BALANCE                             |             |                |                            |            |                |      |                          |            |  | \$219,672                                |

INTERNAL SERVICE

|  |        |           |
|--|--------|-----------|
| Vehicle Replacement at 9/30/08                             |        | \$166,340 |
| Add: FY08/09 Annual Replacement Transfer                   |        | \$68,663  |
| Contingency TRANSFER                                       |        | \$0       |
| Projected interest for 08/09                               |        | \$6,750   |
| FY 08/09 Vehicle Replacement Fund Balance                  |        | \$241,753 |
| Recap of Solid Waste Out to Vehicle Replacement Fund 08/09 |        |           |
| Contingency and Schedule Recap at 9/30/08                  |        |           |
| Vehicle Replacement Schedule                               |        | \$169,672 |
| Contingency  |        | \$65,331  |
| Projected interest 08/09                                   |        | \$6,750   |
| Vehicles to be purchased                                   |        | \$0       |
| Total Vehicle Replacement Account at 9/30/09               |        | \$241,753 |
| Solid Waste  | 68,218 |           |
| Total Transfers Out  | 68,218 |           |

FUND

## All Fund Summary

|   |
|---|
| <b>FLEET VEHICLE REPLACEMENT ACCOUNT SCHEDULE</b> |
|---|

| Fund         | Purchase Price     | Annual Required Transfer | Accumulated Replacement Previous Years 9/30/08 | Total Accumulated Replacement 09/30/2009 |
|--------------|--------------------|--------------------------|--|--|
| General      | \$2,191,428        | \$112,019                | \$771,125                                      | \$883,144                                |
| Sanitation   | \$686,629          | \$68,663                 | \$101,009                                      | \$169,672                                |
| Utilities    | \$151,877          | \$20,686                 | \$72,435                                       | \$93,121                                 |
| <b>Total</b> | <b>\$3,029,934</b> | <b>\$201,368</b>         | <b>\$944,569</b>                               | <b>\$1,145,937</b>                       |

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| Vehicle Replacement at 9/30/08                       | \$1,248,595        |
| Add: FY08/09 Annual Replacement Transfer             | \$201,368          |
| Projected interest for 08/09                         | \$45,000           |
| Contingency from Solid Waste                         | \$0                |
| Less Vehicles to be purchased in 08/09               | -\$185,000         |
| FY 08/09 Vehicle Replacement Fund Balance            | <u>\$1,309,963</u> |
| <br><b>Contingency and Schedule Recap at 9/30/09</b> |                    |
| Vehicle Replacement Schedule                         | \$1,145,937        |
| Contingency  | \$304,026          |
| Projected interest 08/09                             | \$45,000           |
| Less Vehicles to be purchased in 08/09               | -\$185,000         |
| Total Vehicle Replacement Account at 09/30/09        | <u>\$1,309,963</u> |

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**INTERNAL SERVICE  
EQUIPMENT REPLACEMENT FUND NO. 503**

(1)

|                                     | Requested<br>08/09 |
|-------------------------------------|--------------------|
| <b>Income Equipment Replacement</b> |                    |
| Prior Cash Carry Forward            | 0                  |
| Interest Income VRF                 | 300                |
| Transfers In from Departments       | 15,000             |
| <b>Total VRF Income</b>             | <b>15,300</b>      |
| <b>Capital Expenditures VRF/IS</b>  | <b>0</b>           |
| <b>Total VRF Reserve</b>            | <b>15,300</b>      |

(1) Equipment Replacement Fund new effective 10/1/08

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**TOTAL OF ALL TRUST & AGENCY FUNDS**

|                              | <b>Actual<br/>05/06</b>   | <b>Actual<br/>06/07</b>   | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|------------------------------|---------------------------|---------------------------|---------------------------|----------------------------|
| <b>INCOME</b>                |                           |                           |                           |                            |
| Contributions                | \$455,777                 | \$476,054                 | \$442,500                 | \$425,000                  |
| TIF Funds                    | 92,866                    | 105,340                   | 90,000                    | 82,000                     |
| Interest                     | 105,194                   | 224,285                   | 136,300                   | 99,775                     |
| FHLB Interest                | 8,292                     | 5,878                     | 0                         | 0                          |
| Gain or (Loss) on Invest.    | 317,250                   | 523,929                   | 360,000                   | 175,000                    |
| Transfers In                 | 36,879                    | 38,080                    | 36,352                    | 79,668                     |
| Prior Year Carry forward     | 5,760,762                 | 6,120,393                 | 6,858,906                 | 6,916,856                  |
| <b>Total Income</b>          | <b><u>\$6,777,020</u></b> | <b><u>\$7,493,959</u></b> | <b><u>\$7,924,058</u></b> | <b><u>\$7,778,299</u></b>  |
| <b>EXPENDITURES</b>          |                           |                           |                           |                            |
| Pension Benefits             | \$504,171                 | \$282,121                 | \$255,000                 | \$290,000                  |
| Operating Expenditures       | 152,411                   | 138,275                   | 125,000                   | 264,395                    |
| Transfer Out                 | 45                        | 45                        | 100,115                   | 100,000                    |
| Debt Paymt Presentation Only | 0                         | 0                         | 8,159                     | 8,975                      |
| Reserves                     | 6,120,393                 | 7,073,518                 | 7,435,784                 | 7,114,929                  |
| <b>Total Expenditures</b>    | <b><u>\$6,777,020</u></b> | <b><u>\$7,493,959</u></b> | <b><u>\$7,924,058</u></b> | <b><u>\$7,778,299</u></b>  |

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| <b>BUTTERWECK BOND FUND 603</b> |                         |                         |                           |                            |
|---------------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
|                                 | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
| <b>INCOME</b>                   |                         |                         |                           |                            |
| Contributions                   | \$0                     | \$0                     | \$0                       | \$0                        |
| Interest                        | 95                      | 118                     | 100                       | 50                         |
| Transfers In                    | 0                       | 0                       | 0                         | 0                          |
| Prior Year Carry forward        | 2,006                   | 2,056                   | 2,122                     | 2,060                      |
| <b>Total Income</b>             | <b>\$2,101</b>          | <b>\$2,174</b>          | <b>\$2,222</b>            | <b>\$2,110</b>             |
| <b>EXPENDITURES</b>             |                         |                         |                           |                            |
| Personal Services               | \$0                     | \$0                     | \$0                       | \$0                        |
| Operating Expenditures          | 0                       | 0                       | 0                         | 0                          |
| Transfer Out                    | 45                      | 45                      | 115                       | 0                          |
| Reserves                        | 2,056                   | 2,129                   | 2,107                     | 2,110                      |
| <b>Total Expenditures</b>       | <b>\$2,101</b>          | <b>\$2,174</b>          | <b>\$2,222</b>            | <b>\$2,110</b>             |

**Description:** Butterweck Bond Fond (private purpose Trust Fund)  
**Revenue Source:** Private donation  
**Expenditures:** possible expenditures is to assist in funding Future Donor Memorial Wall

**CEMETERY PERPETUAL CARE FUND 605**

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|                           | Actual<br>05/06  | Actual<br>06/07  | Budgeted<br>07/08 | Requested<br>08/09 |
|---------------------------|------------------|------------------|-------------------|--------------------|
| <b>INCOME</b>             |                  |                  |                   |                    |
| Contributions             | \$0              | \$0              | \$0               | \$0                |
| SBA Interest              | 1,998            | 5,580            | 10,650            | 7,500              |
| FHLB Interest             | 8,292            | 5,878            | 0                 | 0                  |
| Transfers In              | 10,000           | 10,000           | 10,000            | 10,000 (1)         |
| Prior Year Carry forward  | 251,096          | 271,386          | 288,129           | 310,844            |
| <b>Total Income</b>       | <b>\$271,386</b> | <b>\$292,844</b> | <b>\$308,779</b>  | <b>\$328,344</b>   |
| <b>EXPENDITURES</b>       |                  |                  |                   |                    |
| Personal Services         | \$0              | \$0              | \$0               | \$0                |
| Operating Expenditures    | 0                | 0                | 0                 | 0                  |
| Reserves *                | 271,386          | 292,844          | 308,779           | 328,344 (2)        |
| <b>Total Expenditures</b> | <b>\$271,386</b> | <b>\$292,844</b> | <b>\$308,779</b>  | <b>\$328,344</b>   |

(1) Transfers from Cemetery to increase reserves of Cemetery Perpetual Care Fund. in FY 05/06.

(2) Reserves includes Due From General Fund of \$24,000 (est.) for loan to build Columbarium; Cemetery pays back Perpetual Care Fund per the volume of Columbarium sales.

**Description:** Cemetery Perpetual Care Fund

**Revenue Source:** Transfers from General Fund from Cemetery revenue sources

**Expenditures:** Future reserves are being set aside for future expenditures on behalf of the Brooksville Cemetery

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**FIREFIGHTERS' RETIREMENT FUND 607**

|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Contributions             | \$246,715               | \$274,923               | \$240,000                 | \$240,000                  |
| Interest                  | 44,543                  | 135,212                 | 70,000                    | 0                          |
| Gain or (Loss) on Invest. | 221,704                 | 344,406                 | 230,000                   | 100,000                    |
| Transfers In              | 0                       | 0                       | 0                         | 0                          |
| Prior Year Carry forward  | 3,864,962               | 3,817,489               | 4,092,569                 | 3,885,481                  |
| <b>Total Income</b>       | <b>\$4,377,924</b>      | <b>\$4,572,030</b>      | <b>\$4,632,569</b>        | <b>\$4,225,481</b>         |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Pension Benefits          | \$500,483               | \$280,738               | \$250,000                 | \$280,000                  |
| Operating Expenditures    | 59,952                  | 48,811                  | 35,000                    | 100,000                    |
| Reserves                  | 3,817,489               | 4,242,481               | 4,347,569                 | 3,845,481                  |
| <b>Total Expenditures</b> | <b>\$4,377,924</b>      | <b>\$4,572,030</b>      | <b>\$4,632,569</b>        | <b>\$4,225,481</b>         |

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**Description:** Firefighters' Retirement Fund 607 governed by Fl. Statute 175

**Revenue Source:** Investments income; Firefighters' and City's retirement contributions and Chapter 175 contributions from the State of Florida.

**Expenditures:** Firefighters' pension benefits and contractual services, investment services, etc.

**SELF INSURED DENTAL PLAN FUND 608**

|                           | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                         |                         |                           |                            |
| Contributions             | \$3,876                 | \$4,032                 | \$2,500                   | \$0                        |
| Interest                  | 941                     | 1,197                   | 1,150                     | 0                          |
| Transfers In              | 26,879                  | 28,080                  | 26,352                    | 0 (1)                      |
| Prior Year Carry forward  | 6,473                   | 11,839                  | 10,614                    | 0                          |
| <b>Total Income</b>       | <b>\$38,169</b>         | <b>\$45,148</b>         | <b>\$40,616</b>           | <b>\$0</b>                 |
| <b>EXPENDITURES</b>       |                         |                         |                           |                            |
| Personal Services         | \$0                     | \$0                     | \$0                       | \$0                        |
| Operating Expenditures    | 26,330                  | 37,300                  | 31,000                    | 0                          |
| Reserves                  | 11,839                  | 7,848                   | 9,616                     | 0                          |
| <b>Total Expenditures</b> | <b>\$38,169</b>         | <b>\$45,148</b>         | <b>\$40,616</b>           | <b>\$0</b>                 |

(1) At 10/1/08 City contracted with Blue Cross Blue Shield Fl. Combined Life for dental insurance. This fund will be closed in 08 09. Final dental claims and the Blue Cross Blue Shield premiums were charged in 07 08 to this fund. In 08 09 premiums will be charged directly to each Department. An additional transfer will be required in 07 08 than is currently budgeted to close the Fund to zero.

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| <b><u>HRA Funding Account 609</u></b> |                         |                         |                           |                            |
|---------------------------------------|-------------------------|-------------------------|---------------------------|----------------------------|
|                                       | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
| <b>INCOME</b>                         |                         |                         |                           |                            |
| Contributions                         | \$0                     | \$0                     | \$0                       | \$0                        |
| Interest                              | 0                       | 0                       | 0                         | 0                          |
| Transfers In                          | 0                       | 0                       | 0                         | 69,668                     |
| Prior Year Carry forward              | 0                       | 0                       | 0                         | 0                          |
| <b>Total Income</b>                   | <b>\$0</b>              | <b>\$0</b>              | <b>\$0</b>                | <b>\$69,668</b>            |
| <b>EXPENDITURES</b>                   |                         |                         |                           |                            |
| Personal Services                     | \$0                     | \$0                     | \$0                       | \$0                        |
| Operating Expenditures                | 0                       | 0                       | 0                         | 65,395                     |
| Reserves                              | 0                       | 0                       | 0                         | 4,273                      |
| <b>Total Expenditures</b>             | <b>\$0</b>              | <b>\$0</b>              | <b>\$0</b>                | <b>\$69,668</b>            |

(1) At 10/1/09 The City will start Funding The HRA Funding Account at the rate of 50 % of the maximum amount.

**Description:** HRA Funding Account

**Revenue Source:** Transfers from each Department

**Expenditures:** Health reimbursement for City of Brooksville employees (retirees and employees' families if participating in City medical insurance).

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**CEMETERY DONOR MEMORIAL WALL TRUST FUND 612**

|                           | Actual<br>05/06       | Actual<br>06/07       | Budgeted<br>07/08     | Requested<br>08/09    |
|---------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>INCOME</b>             |                       |                       |                       |                       |
| Contributions             | \$0                   | \$0                   | \$0                   | \$0                   |
| Interest                  | 305                   | 388                   | 400                   | 225                   |
| Transfers In              | 0                     | 0                     | 0                     | 0                     |
| Prior Year Carry forward  | 6,330                 | 6,635                 | 7,001                 | 7,273                 |
| <b>Total Income</b>       | <b><u>\$6,635</u></b> | <b><u>\$7,023</u></b> | <b><u>\$7,401</u></b> | <b><u>\$7,498</u></b> |
| <b>EXPENDITURES</b>       |                       |                       |                       |                       |
| Personal Services         | \$0                   | \$0                   | \$0                   | \$0                   |
| Operating Expenditures    | 0                     | 0                     | 0                     | 0                     |
| Reserves                  | 6,635                 | 7,023                 | 7,401                 | 7,498                 |
| <b>Total Expenditures</b> | <b><u>\$6,635</u></b> | <b><u>\$7,023</u></b> | <b><u>\$7,401</u></b> | <b><u>\$7,498</u></b> |

**Description:** Cemetery Donor Memorial Wall Trust Fund (Private Purpose Trust Fund)

**Revenue Source:** private donations

**Expenditures:** Donor Memorial Wall at the Brooksville Cemetery

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**POLICE OFFICERS' RETIREMENT FUND 613**

|                           | <b>Actual<br/>05/06</b>   | <b>Actual<br/>06/07</b>   | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |
|---------------------------|---------------------------|---------------------------|---------------------------|----------------------------|
| <b>INCOME</b>             |                           |                           |                           |                            |
| Contributions             | \$205,186                 | \$197,099                 | \$200,000                 | \$185,000                  |
| Interest                  | 55,644                    | 75,686                    | 50,000                    | 80,000                     |
| Gain or (Loss) on Invest. | 95,546                    | 179,523                   | 130,000                   | 75,000                     |
| Transfers In              | 0                         | 0                         | 0                         | 0                          |
| Prior Year Carry forward  | 1,800,269                 | 2,124,195                 | 2,489,695                 | 2,675,399                  |
| <b>Total Income</b>       | <b><u>\$2,156,645</u></b> | <b><u>\$2,576,503</u></b> | <b><u>\$2,869,695</u></b> | <b><u>\$3,015,399</u></b>  |
| <b>EXPENDITURES</b>       |                           |                           |                           |                            |
| Pension Benefits          | \$3,688                   | \$1,383                   | \$5,000                   | \$10,000                   |
| Operating Expenditures    | 28,762                    | 31,721                    | 30,000                    | 15,000                     |
| Reserves                  | 2,124,195                 | 2,543,399                 | 2,834,695                 | 2,990,399                  |
| <b>Total Expenditures</b> | <b><u>\$2,156,645</u></b> | <b><u>\$2,576,503</u></b> | <b><u>\$2,869,695</u></b> | <b><u>\$3,015,399</u></b>  |

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**Description:** Police Officers' Retirement Fund 607 governed by Fl. Statute 185  
**Revenue Source:** Investments income; Police Officers' and State of Florida Chapter 185 funding for retirement contributions.  
**Expenditures:** Police Officers' pension benefits and contractual services, investment services, etc.

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**COMMUNITY REDEVELOPMENT AGENCY 615**

|                              | <b>Actual<br/>05/06</b> | <b>Actual<br/>06/07</b> | <b>Budgeted<br/>07/08</b> | <b>Requested<br/>08/09</b> |     |
|------------------------------|-------------------------|-------------------------|---------------------------|----------------------------|-----|
| <b>INCOME</b>                |                         |                         |                           |                            |     |
| Contributions                | 0                       | 0                       | 0                         | 0                          |     |
| TIF Funds                    | \$92,866                | \$105,340               | \$90,000                  | \$82,000                   |     |
| Interest                     | 1,668                   | 6,104                   | 4,000                     | 12,000                     |     |
| Transfers In                 | 0                       | 0                       | 0                         | 0                          |     |
| Prior Year Carry forward     | -170,374                | -113,207                | -31,224                   | 35,799                     |     |
| <b>Total Income</b>          | <b>-75,840</b>          | <b>-1,763</b>           | <b>\$62,776</b>           | <b>\$129,799</b>           |     |
| <b>EXPENDITURES</b>          |                         |                         |                           |                            |     |
| Personal Services            | \$0                     | \$0                     | \$0                       | \$0                        |     |
| Operating Expenditures       | 37,367                  | 20,443                  | 29,000                    | 84,000                     | (1) |
| Capital Expenditures         | 0                       | 0                       | 100,000                   | 100,000                    | (2) |
| Debt Paymt Presentation Only | 0                       | 0                       | 8,159                     | 8,975                      |     |
| Reserves                     | -113,207                | -22,206                 | -74,383                   | -63,176                    | (3) |
| <b>Total Expenditures</b>    | <b>-75,840</b>          | <b>-1,763</b>           | <b>\$62,776</b>           | <b>\$129,799</b>           |     |

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- (1) \$50,000 for façade grant program and \$34,000 for services & miscellaneous expenses.
- (2) \$100,000 to design phase 2 streetscape project.
- (3) Reserves are reduced by the amounts owed to General Fund (approx. \$70,000) and CDBG Community Redevelopment Fund No. 131 (\$128,368).

**Description:** Brooksville Community Redevelopment Agency

**Revenue Source:** Tax Incremental Financing (TIF) from Hernando County and City of Brooksville

**Expenditures:** Contractual Services to City of Brooksville for management and planning services.



**AGENDA ITEM  
MEMORANDUM**

**TO: HONORABLE MAYOR AND CITY COUNCILMEN**

**FROM: T. JENNENE NORMAN-VACHA, CITY MANAGER**

**SUBJECT: WAIVER OF FEES**

**DATE: AUGUST 8, 2008**

**GENERAL SUMMARY/BACKGROUND:** Council asked to review/re-visit the waiver of fees associated with the Jerome Brown Community Center (JBCC) and other special events that have been approved over the last couple of years for budget discussion purposes.

Enclosed for your review/discussions are the following:

- JBCC Fee Wavier during 2007-08 (Attachment 1)
- JBCC Fee Wavier during 2008-09 (Attachment 2)
- JBCC Fee Wavier during 2009-10 (Attachment 3)
- Veterans' Parade Estimated Fee Wavier Costs for 2007 and 2008 (Attachment 4)
- Christmas Parade Estimated Fee Wavier Costs for 2007 (Attachment 5)

For fiscal year 2008-09, Council has already approved for the following fee waivers:

- Fine Arts Council "A Taste of Jazz Committee Meetings (October 7 and November 18, 2008) approximately \$50.00
- Blazin' Butts and Briskets BBQ (October 17-18, 2008) \$475.00
- 2008 Veterans' Parade (November 8, 2008) \$638.28
- Alcoholics Anonymous Dinner (November 8, 2008) \$415.00
- 2008/09 Tangerine Time (December 31, 2008) \$325.00

These total approximately \$1,903.28 for the year thus far.

# Attachment 1

| A   |                              | B                                     |                 | C                    |            | D    |  | E |  | F |  |
|---|------------------------------|---------------------------------------|-----------------|----------------------|------------|------|--|---|--|---|--|
| JBCC - Facility Lease Agreements 2007 -2008 |                              |                                       |                 |                      |            |      |  |   |  |   |  |
| 1   | ORGANIZATION                 | PROGRAM                               | ROOM            | DATE                 | FEE        | PAID |  |   |  |   |  |
| 2   | Wayne Vutech                 | Tangerine Time 07-08                  | Hall, Kitchen   | 12/31/2008           | \$325.00   |      |  |   |  |   |  |
| 3   | GWRRA-Chapter FL1-L2         | Rally-Food-Games                      | Hall, Kitchen   | 11/14,15/2008        | \$365.00   |      |  |   |  |   |  |
| 4   | Hernando County Intergruop   | AA/Gratitude Dinner                   | Hall, Kitchen   | 11/08/2008           | \$415.00   |      |  |   |  |   |  |
| 5   | B'ville Regional Hospital    | Family Fun Day-Picnic                 | TVP             | 10/25/2008           | \$292.86   |      |  |   |  |   |  |
| 6   | Friends of the Children      | Blazin Butts-N-Brisket                | TVP             | 10/17,18/2008        | \$475.00   |      |  |   |  |   |  |
| 7   | Worthy of Love Ministries    | Harlem Wizads/Basketball              | Hall, Kitchen   | 11/02/2008           | \$138.45   |      |  |   |  |   |  |
| 8   | United Way of Hernando Co.   | Campaign Kick Off Event               | Hall            | 09/08/2008           | \$180.00   |      |  |   |  |   |  |
| 9   | HLY Ridge Manor Baseball     | Dixie Baseball Banquet                | Hall, Kitchen   | 07/11/2008           | \$215.00   |      |  |   |  |   |  |
| 10  | Loretta Redding              | Family Reunion                        | Hall, Kitchen   | 07/05/2008           | \$255.60   |      |  |   |  |   |  |
| 11  | H.C. Fine Arts Council       | Taste of Jazz/meetings                | Conf Room       | 7/8,8/12,/9/9,30/10/ | \$177.50   |      |  |   |  |   |  |
| 12  | New Journey Church           | Worship Service                       | Conf Room, Hall | June - Aug.2008      | \$205.10   |      |  |   |  |   |  |
| 13  | Mark Drake                   | 4 <sup>th</sup> Fathers Day Breakfast | Hall, Kitchen   | 06/13,14/2008        | \$180.00   |      |  |   |  |   |  |
| 14  | New Journey Church           | Worship Service                       | Conf Room, Hall | 05/04,11,18,25/2008  | \$205.10   |      |  |   |  |   |  |
| 15  | HH Fine Arts                 | Art,Craft & Music Festiv              | TVP             | 05/03,04/2008        | \$500.00   |      |  |   |  |   |  |
| 16  | City of Brooksville          | Volunteer Reception                   | Hall, Kitchen   | 04/29/2008           | \$195.00   |      |  |   |  |   |  |
| 17  | Childhood Development        | Week of the Young Child               | Conf Room, Hall | 04/19/2008           | \$495.00   |      |  |   |  |   |  |
| 18  | New Journey Church           | Worship Service                       | Conf Room, Hall | 04/06,13,20,27/2008  | \$205.10   |      |  |   |  |   |  |
| 19  | Progress Energy              | 911 Electrical Safety Tr              | Hall            | 03/18/08             | \$65.00    |      |  |   |  |   |  |
| 20  | Humane Society N.C.          | Pet Expo                              | TVP             | 03/14,15/2008        | \$400.00   |      |  |   |  |   |  |
| 21  | New Journey Church           | Worship Service                       | Conf Room, Hall | 3/02,09,16,23,30/200 | \$205.10   |      |  |   |  |   |  |
| 22  | Kids Central, Inc            | Youth Resource Fair                   | Hall, Kitchen   | 02/18/08             | \$185.00   |      |  |   |  |   |  |
| 23  | New Journey Church           | Worship Service                       | Conf Room, Hall | 02/03,10,17,24/2008  | \$205.10   |      |  |   |  |   |  |
| 24  | HYL Basketball Inc           | HYL basketball games                  | Hall            | Dec,Jan, Feb         | \$11.00    |      |  |   |  |   |  |
| 25  | New Journey Church           | Worship Service                       | Conf Room, Hall | 01/06,13,20,27/2008  | \$205.10   |      |  |   |  |   |  |
| 26  | New Journey Church           | Worship Service                       | Conf Room, Hall | 2/02,09,16,23/30/200 | \$205.10   |      |  |   |  |   |  |
| 27  | Ray Stanbru                  | Alcoholics Anonymous                  | Hall, Kitchen   | 11/17/2007           | \$310.00   |      |  |   |  |   |  |
| 28  | GWRRA-Chapter FL1-L2         | Chapter Rally                         | Hall, Kitchen   | 11/03/2007           | \$275.00   |      |  |   |  |   |  |
| 29  | Central Healthy Start Coalit | Pregnancy Party                       | Hall, Kitchen   | 11/10/2007           | \$275.00   |      |  |   |  |   |  |
| 30  | New Journey Church           | Worship Service                       | Conf Room, Hall | 11/4,11,18,25/2007   | \$205.10   |      |  |   |  |   |  |
| 31  | Tara Roberts                 | Birthday Party 16th                   | Hall, Kitchen   | 10/27/2007           | \$378.08   |      |  |   |  |   |  |
| 32  | B'ville Blazin               | Butts-n-Brisket BBQ Cont              | TVP             | 10/19,20/2007        | \$275.00   |      |  |   |  |   |  |
| 33  | New Journey Church           | Worship Service                       | Conf Room, Hall | 10/7,14,21,28/2007   | \$205.10   |      |  |   |  |   |  |
| 34  | Margaret Lane                | Wedding Reception                     | Hall, Kitchen   | 10/5,6/2007          | \$330.15   |      |  |   |  |   |  |
| 35  | TOTAL                        |                                       |                 |                      | \$8,559.54 |      |  |   |  |   |  |
| 36  | DIFFERENCE                   |                                       |                 |                      |            |      |  |   |  |   |  |
| 37  |                              |                                       |                 |                      |            |      |  |   |  |   |  |
| 38  |                              |                                       |                 |                      |            |      |  |   |  |   |  |
| 39  |                              |                                       |                 |                      |            |      |  |   |  |   |  |
| 40  |                              |                                       |                 |                      |            |      |  |   |  |   |  |

# Attachment 2

**JBCC - Facility Lease Agreements 2006 -2007**

| ORGANIZATION                    | PROGRAM                             | ROOM                       | DATE                 | FEE      | PAID        |
|---------------------------------|-------------------------------------|----------------------------|----------------------|----------|-------------|
| Wayne Vutech                    | Tangerine Time 07-08                | Hall,Kitchen               | 12/31/2008           | \$325.00 | Open        |
| Friends of the Children         | Blazin Butts-N-Brisket              | TVP                        | 10/17,18/2008        | \$475.00 | Fees Waived |
| City of Brooksville             | Volunteer Reception                 | Hall,Kitchen               | 04/29/2008           | \$195.00 | Fees Waived |
| Childhood Development           | Week of the Young Child             | Conf Room,Hall,<br>Kitchen | 04/19/2007           | \$495.00 | Fees Waived |
| Progress Energy                 | 911 Electrical Safety Trailer Event | Hall                       | 03/18/08             | \$65.00  | Fees Waived |
| Humane Society N.C.             | Pet Expo                            | TVP                        | 03/14,15/2007        | \$400.00 | Open        |
| New Journey Church              | Worship Service                     | Conf Room,Hall             | 02/03,10,17,24       | \$205.10 | \$1,025.00  |
| New Journey Church              | Worship Service                     | Conf Room,Hall             | 01/06,13,20,27/2008  | \$205.10 | \$1,025.00  |
| HYL Basketball Inc              | HYL basketball games                | Hall                       | Dec,Jan,Feb          | \$11.00  | \$990.00    |
| New Journey Church              | Worship Service                     | Conf Room,Hall             | 12/2,9,16,23/30/2007 | \$205.10 | \$1,025.00  |
| Ray Stanbru                     | Alcoholics Anonymous                | Hall,Kitchen               | 11/17/2007           | \$310.00 | Fees Waived |
| GWRRRA-Chapter FL1-L2           | Chapter Rally                       | Hall,Kitchen               | 11/03/2007           | \$275.00 | \$275.00    |
| Central Healthy Start Coalition | Pregnancy Party                     | Hall,Kitchen               | 11/10/2007           | \$275.00 | Fees Waived |
| New Journey Church              | Worship Service                     | Conf Room,Hall             | 11/4,11,18,25/2007   | \$205.10 | \$820.40    |
| Tara Roberts                    | Birthday Party 16th                 | Hall,Kitchen               | 10/27/2007           | \$378.08 | Cancelled   |
| B'ville Blazin                  | Butts-n-Brisket BBQ Contest         | TVP                        | 10/19,20/2007        | \$275.00 | Fees Waived |
| New Journey Church              | Worship Service                     | Conf Room,Hall             | 10/7,14,21,28/2007   | \$205.10 | \$820.40    |
| Margaret Lane                   | Wedding Reception                   | Hall,Kitchen               | 10/5,6/2007          | \$330.15 | \$330.15    |
| Hernando Health Care            | Family Fun Day                      | TVP Walking                | 09/22/2007           | \$292.86 | \$275.00    |
| Brooksville Kiwanis Club        | Kids Day                            | TVP                        | 09/15/2007           | \$275.00 | Fees Waived |
| New Journey Church              | Worship Service                     | Conf Room,Hall             | 09/2,9,16,23,30/2007 | \$205.10 | \$1,025.50  |
| Sun King Enterprises            | Disc Golf Tournament                | TVP Walking Trails         | 09/01/2007           | \$292.86 | \$292.86    |
| United Way/Hernando             | Kick-Off Campaign                   | Hall,Kitchen               | 08/30/2007           | \$340.80 | Fees Waived |
| Audrey Siske                    | Baby Shower                         | Hall,Kitchen               | 08/04/2007           | \$198.65 | Cancelled   |
| Rosemary Atkins                 | Grant Writing Workshop              | Conf Room,Kitchen          | 08/09/2007           | \$125.00 | \$125.00    |
| Patrick Skipper                 | Class Reunion                       | Hall,Kitchen               | 08/03/2007           | \$340.80 | \$340.80    |
| New Journey Church              | Worship Service                     | Conf Room,Hall             | 08/05,12,19,26/2007  | \$205.10 | \$820.40    |
| Cynthia Davis                   | Sweet Sixteen B-Day                 | Hall,Kitchen               | 07/14/2007           | \$330.15 | Cancelled   |
| COB Police Dept.                | Family Fun Day                      | Hall,Kitchen               | 07/28/2007           | \$275.00 | Fees Waived |
| Elbert Elliott                  | Wedding Reception                   | Hall,Kitchen               | 07/07/2007           | \$514.56 | \$514.56    |

|                                   |                               |                            |                        |          |             |
|-----------------------------------|-------------------------------|----------------------------|------------------------|----------|-------------|
| New Journey Church                | Worship Service               | Conf Room,Hall             | 07/01,08,15,22,29/2007 | \$205.10 | \$579.36    |
| Louella VanSendt                  | Wedding Reception             | Hall,Kitchen               | 06/30/2007             | \$330.15 | \$300.00    |
| Benjamin Hawkins                  | Wedding Reception             | Hall,Kitchen               | 06/16/2007             | \$330.15 | Cancelled   |
| Michael Rosselli                  | Diecast Show                  | Hall,Kitchen               | 06/02/2007             | \$314.18 | \$314.18    |
| New Journey Church                | Worship Service               | Conf Room,Hall             | 06/03,10,17,24/2007    | \$205.10 | \$1,025.50  |
| DeWayne Washburn                  | Birthday Party                | Hall,Kitchen               | 05/26/2007             | \$191.70 | \$191.70    |
| Beth Ann Marcinek                 | Wedding Reception             | Hall,Kitchen               | 05/19/2007             | \$292.88 | Cancelled   |
| H.C. Association Realtors         | Educational Class             | Conf Room                  | 05/1,8,15,22,29/2007   | \$122.48 | \$122.48    |
| New Journey Church                | Worship Service               | Conf Room,Hall             | 05/06,13,20,27/2007    | \$579.36 | \$579.36    |
| Paul Sepulveda                    | Hernando Pro Wrestling        | Hall,Kitchen               | 04/28/2007             | \$0.00   | Cancelled   |
| COB - Police Dept                 | Departmental Meeting          | Conf Room                  | 04/25/2007             | \$45.00  | Fees Waived |
| NACCP                             | Community Health Fair         | Hall,Conf Room             | 04/21/2007             | \$280.00 | Fees Waived |
| City of Brooksville               | Annual Volunteer Appreciation | Hall,Kitchen               | 04/17/2007             | \$195.00 | Fees Waived |
| Childhood Development             | Week of the Young Child       | Conf Room,Hall,<br>Kitchen | 04/13,14/2007          | \$425.00 | Fees Waived |
| New Journey Church                | Worship Service               | Conf Room,Hall             | 04/01,08,15,22,29/2007 | \$202.34 | \$1,011.75  |
| Humane Society N.C.               | Pet Expo                      | TVP                        | 03/17/2007             | \$600.00 | \$600.00    |
| Leon Brown                        | Ministerial Conf              | Hall,Kitchen               | 03/8,9,10/2007         | \$635.00 | \$635.00    |
| New Journey Church                | Worship Service               | Conf Room,Hall             | 03/04,11,18,25/2007    | \$202.34 | \$809.36    |
| African American Club             | Awards Reception JB Scramble  | Conf Room,Hall,<br>Kitchen | 02/17/2007             | \$395.00 | Cancelled   |
| New Journey Church                | Worship Service               | Conf Room,Hall             | 02/04,11,18,25/2007    | \$202.34 | \$809.36    |
| Big Brother& Big Sister           | Super Bowl Party              | Hall,Kitchen               | 02/03/2007             | \$240.00 | Cancelled   |
| Cub Scout Pack #443               | Pinewood Derby                | Hall,Kitchen               | 01/27/2007             | \$240.00 | \$240.00    |
| New Journey Church                | Worship Service               | Conf Room,Hall             | 01/07,14,21,28/2007    | \$202.34 | \$809.36    |
| Wayne Vutech                      | Tangerine Time 06-07          | Hall,Kitchen               | 12/31/2006             | \$252.50 | Fees Waived |
| Pathway To Peace Christian Church | Congregation Fund Raiser      | Hall,Kitchen               | 12/16/2006             | \$250.00 | \$250.00    |
| New Journey Church                | Worship Service               | Conf Room,Hall             | 12/03,10,17,24,31/2006 | \$202.34 | \$1,011.70  |
| BPOE                              | Elks Annual Hoop Shot         | Hall, Kitchen              | 12/09 2006             | \$170.00 | Fees Waived |
| Michael Bennett                   | HL Y Basketball               | Hall,Kitchen               | 12/02,8,9,16,23/2006   | \$330.00 | \$330.00    |
| Pamela Howard                     | Birthday Party                | Hall,Kitchen               | 12/02/2006             | \$340.80 | Cancelled   |
| Kenyonna Hawkins                  | Birthday Party (16)           | Hall                       | 12/01/2006             | \$266.25 | \$266.25    |
| Alcoholics Anonymous              | Annual Gratitude Dinner       | Hall,Kitchen               | 11/18/2006             | \$415.00 | Fees Waived |
| Church of the Living God          | Church Conference             | Hall                       | 11/16/2006             | \$130.00 | \$130.00    |
| GWRRA-Chapter FL1-L2              | Chapter Rally                 | Hall,Kitchen               | 11/10,11/2006          | \$404.70 | \$404.70    |
| New Journey Church                | Worship Service               | Conf Room,Hall             | 11/05,12,19,26/2006    | \$202.34 | \$809.36    |

|  |   |                       |                        |             |             |
|--|---|-----------------------|------------------------|-------------|-------------|
| Pearlie Delaine                                  | Baby Shower   | Conf Room,<br>Kitchen | 11/04/2006             | \$106.50    | \$106.50    |
| H. C. Philippine American                        | Halloween Party                                     | Hall,Kitchen          | 10/28/2006             | \$225.00    | \$225.00    |
| Just Us, Inc.                                    | Canidate Forum                                      | Hall,Kitchen          | 10/26/2006             | \$165.00    | Fees Waived |
| FSSDAR, Daughters of the<br>Americian Revolution | Research Genealogy Workshop                         | Conf Room             | 10/21/2006             | \$181.10    | Fees Waived |
| FSSDAR, Daughters of the<br>Americian Revolution | Pumpkin Festival/Founders Week                      | Tom Varn Park         | 10/21/2006             | \$30.00     | Fees Waived |
| Hernando County Tourisn                          | 50's & 60'SockHop                                   | Hall,Kitchen          | 10/20/2006             | \$215.00    | Fees Waived |
| Brooksville Blazin Butts & Brisket               | BBQ Contest/Founders Week/W-<br>Alcoholic beverages | Tom Varn Park         | 10/20,21/2006          | \$475.00    | Fees Waived |
| New Journey Church                               | Worship Service                                     | Conf Room,Hall        | 10/01,08,15,22/29/2006 | \$202.34    | \$1,011.70  |
| TOTAL  |   |                       |                        | \$19,229.94 | \$22,277.69 |
| DIFFERENCE                                       |   |                       |                        |             | -\$3,047.75 |

# Attachment 3

JBCC - Facility Lease Agreements 2005 -2006

| ORGANIZATION                                 | PROGRAM   | ROOM           | DATE                  | FEE        | PAID               |
|--|---|----------------|-----------------------|------------|--------------------|
| Pamela Howard                                | Birthday Party                                  | Hall,Kitchen   | 12/02/2006            | \$340.80   | Open               |
| Alliance Ministries                          | Church Conference                               | Conf Room      | 11/16,17,18/2006      | \$310.00   | Open               |
| Alcoholics Anonymous                         | Annual Gratitude Dinner                         | Hall,Kitchen   | 11/18/2006            | \$415.00   | Fees Waived        |
| GWRRA-Chapter FL1-L2                         | Chapter Rally                                   | Hall,Kitchen   | 11/10,11/2006         | \$404.70   | Open               |
| FSSDAR, Daughters of the Amercian Revolution | Research Genealogy Workshop                     | Conf Room      | 10/21/2006            | \$181.10   | Fees Waived        |
| Hernando Historical Museum Assoc.            | Pumpkin Festival/Founders Week                  | Tom Varn Park  | 10/21/2006            | \$30.00    | Open               |
| Hernando County Tourisn                      | 50's & 60'SockHop                               | Hall,Kitchen   | 10/20/2006            | \$215.00   | Open               |
| Brooksville Blazin Butts & Brisket           | BBQ Contest/Founders Week/W-Alcoholic beverages | Tom Varn Park  | 10/20,21/2006         | \$475.00   | Fees Waived        |
| C.A.R.D.                                     | Play model/Sibshops                             | Conf Room      | 09/16,5/19/2007       | \$1,150.00 | Open               |
| Sun King Discs,Inc.                          | Disc Golf Tournament                            | Walking Trails | 09/16/2006            | \$292.88   | \$292.88           |
| New Journey Church                           | Worship Service                                 | Conf Room,Hall | 09/03,10,17,24/2006   | \$202.34   | \$809.40           |
| United way of Hernando County                | Meeting   | Hall,Kitchen   | 08/31/2006            | \$165.00   | Fees Waived        |
| Holt Construction Services Inc               | Hurricane Expo                                  | Hall,Kitchen   | 08/26/2006            | \$218.33   | \$218.33           |
| New Journey Church                           | Worship Service                                 | Conf Room,Hall | 08/20,27/2006         | \$202.34   | \$404.70           |
| Congresswoman Brown-Waite                    | Small Business Advisory Council                 | Conf Room      | 08/17/2006            | \$45.00    | \$45.00            |
| H.C. Community Anti-Drug Coalition           | Youth Group Dance                               | Hall           | 08/19/2006            | \$260.00   | Fees Waived        |
| New Journey Church                           | Worship Service                                 | Conf Room,Hall | 08/06,13/2006         | \$202.34   | \$404.70           |
| Faith Covenant Ministries                    | Revival   | Hall           | 08/10/2006            | \$415.00   | \$415.00           |
| Hernando Mission Church                      | Church Anniversary Celebration                  | Hall,Kitchen   | 08/05/2006            | \$300.00   | Canceled 5/8/2006  |
| New Hope Missionary Baptist Church           | Teen Dance & Basketball Competition             | Hall           | 08/04/2006            | \$190.00   | \$190.00           |
| David Raley                                  | Birthday & Graduation Party                     | Hall,Kitchen   | 07/29/2006            | \$303.52   | \$303.53           |
| Labor Finders                                | Employee Awards Banquet                         | Hall,Kitchen   | 07/01/2006            | \$303.53   | Canceled 6/20/2006 |
| Big Brothers, Big Sisters                    | Play Day  | Hall,Kitchen   | 06/24/2006            | \$250.00   | Fees Waived        |
| H.C.Family YMCA                              | Basketball Program/7-weeks                      | Hall           | 06/15 thru 07/27/2006 | \$308.00   | \$308.00           |
| Mark Drake                                   | Father Day Breakfast                            | Hall,Kitchen   | 06/16/17/2006         | \$205.00   | Fees Waived        |
| Cindy Parker                                 | Graduation Party                                | Hall,Kitchen   | 06/11/2006            | \$266.25   | Canceled 6/7/06    |
| Hernando Bridge Assoc.                       | Bridge Tournament                               | Hall,Kitchen   | 06/7,8,9/10/2006      | \$800.00   | \$800.00           |

|  |  |                               |                       |            |                       |
|--|--|-------------------------------|-----------------------|------------|-----------------------|
| Eckerd Youth Challenge                 | Annual Picnic                                | Hall, Kitchen                 | 06/02/2006            | \$185.00   | \$185.00              |
| Bill Pope                              | Business Meeting                             | Conf Room                     | 06/01,28/2006         | \$276.90   | \$276.90              |
| New Journey Church                     | Worship Service                              | Conf Room,Hall                | 06/04,11/2006         | \$202.34   | \$404.70              |
| Sabrina Frazier                        | Wedding Reception                            | Hall, Kitchen                 | 05/27/2006            | \$292.90   | \$292.90              |
| H. C. Fine Arts Council                | Art, Craft, Music Festival                   | Tom Varn Park                 | 05/26,27,28/2005      | \$500.00   | \$500.00              |
| New Journey Church                     | Worship Service                              | Conf Room,Hall                | 05/07,14,21,28/2006   | \$202.34   | \$809.40              |
| GE Security                            | Equipment exchange /local Realtors           | Hall/Conf Room                | 05/16,17,18/2006      | \$841.35   | \$841.35              |
| Faith Covenant Ministries              | Prayer Breakfast                             | Hall, Kitchen                 | 05/06/2006            | \$205.00   | \$205.00              |
| American Cancer Society                | Relay For Life                               | Tom Varn Park                 | 04/28,29/2006         | \$475.00   | Fees Waived           |
| City of Brookville                     | 2006 Annual Volunteer Appreciation Reception | Hall, Kitchen                 | 04/25/2006            | \$185.00   | Fees Waived           |
| New Journey Church                     | Worship Service                              | Conf Room,Hall                | 04/16,23,30/2006      | \$202.34   | \$607.02              |
| H. C. S.D./BES                         | After School Tutoring Program                | Conf Room                     | 04/13,05/18/2006      | \$85.00    | Fees Waived           |
| Week of The Young Child                | Community Family Fun Day                     | Hall, Kitchen                 | 04/01/2006            | \$380.00   | Fees Waived           |
| New Journey Church                     | Worship Service                              | Conf Room,Hall                | 03/19,4/02,4/09/2006  | \$202.34   | \$607.02              |
| Humane Society/Nature Coast            | Pet Expo                                     | Hall, Kitchen, Conf Room, TVP | 03/25,26/2006         | \$1,035.00 | \$1,035.00            |
| H. C. Sheriff's Office                 | Community Policing Classes                   | Conf Room                     | 03/23/2006            | \$110.00   | Canceled/Fees Waived/ |
| Anchor Medical                         | Diabetes Health Day                          | Conf Room                     | 03/15/2006            | \$101.18   | \$101.18              |
| New Journey Church                     | Worship Service                              | Conf Room,Hall                | 03/05,12/2006         | \$202.34   | \$404.70              |
| Hernando Youth League Baseball         | Pictures                                     | Hall                          | 03/03/2006            | \$155.00   | \$155.00              |
| Cub Scouts Pack 443                    | Cub Scout Award Banquet                      | Hall, Kitchen                 | 02/24/2006            | \$285.00   | \$285.00              |
| H. C. Sheriff's Office                 | Community Policing Classes                   | Conf Room                     | 02/22/2006            | \$110.00   | Canceled/Fees Waived  |
| New Journey Church                     | Worship Service                              | Conf Room,Hall                | 02/19,26/2006         | \$202.34   | \$404.70              |
| African/AM Club Hernando               | Award Presentation                           | Hall, Kitchen                 | 02/17/2006            | \$250.00   | Fees Waived           |
| New Journey Church                     | Worship Service                              | Conf Room,Hall                | 02/05,12/2006         | \$202.34   | \$404.70              |
| Big Brother/Big Sister of Hernando Co. | Kids Super Bowl Party                        | Outside/JBCC                  | 02/04/2006            | N/C        | Fees Waived           |
| H. C. Sheriff's Office                 | Community Policing Classes                   | Conf Room                     | 01/25/2006            | \$110.00   | Fees Waived           |
| New Journey Church                     | Worship Service                              | Conf Room,Hall                | 01/22,29/2006         | \$202.34   | \$404.70              |
| Nancy Dyson                            | Wedding/Reception                            | Hall, Kitchen                 | 01/21/2006            | \$292.88   | \$292.88              |
| Mid-Florida Dalmation Club             | Dalmation AKC Show                           | Hall, Kitchen                 | 01/18/2006            | \$191.70   | \$191.70              |
| H. C. Family YMCA                      | Basketball Program/8-weeks                   | Hall                          | 01/17 thru 03/09/2006 | \$616.00   | \$616.00              |
| Hernando Mission                       | Health Fair/Community                        | Hall, Kitchen                 | 01/14/2005            | \$260.00   | Fees Waived           |

|                          |  |                        |                    |             |             |
|--------------------------|--|------------------------|--------------------|-------------|-------------|
| New Journey Church       | Worship Service                          | Conf Room,Hall         | 01/08,15/2006      | \$202.34    | \$404.70    |
| BVile Elks Lodge #2582   | National Elks Hoop Shoot                 | Hall,Kitchen           | 01/07/2006         | \$143.78    | Fees Waived |
| Mike Bennett             | Youth Basketball/Saturday games          | Hall                   | 01/7 thru 3/4/2006 | \$616.00    | \$616.00    |
| New Journey Church       | Worship Service                          | Conf Room,Hall         | 01/01/2006         | \$90.53     | \$90.53     |
| Tangerine Time Committee | Tangerine Time New Years Eve Event       | Hall,Kitchen,Conf Room | 12/30,31/2005      | \$252.50    | Fees Waived |
| New Journey Church       | Worship Service                          | Conf Room,Hall         | 12/18,12/25/2005   | \$202.34    | \$202.34    |
| NAACP - H.C. Branch      | Education Forum (FCAT)                   | Hall,Kitchen           | 12/16,12/17/2005   | \$355.00    | Fees Waived |
| Springstead H.S.AFJROTC  | Military Ball                            | Hall,Kitchen           | 12/10/2005         | \$250.00    | \$250.00    |
| New Journey Church       | Worship Service                          | Conf Room,Hall         | 12/04,12/11/2005   | \$202.34    | \$404.70    |
| Don Barber               | Bible Talks                              | Conf Room              | 12/07/2005         | \$37.30     | \$37.30     |
| United Way of H.C.       | Volunteer Recep.Center                   | Hall,Kitchen           | 12/07/2005         | \$165.00    | Fees Waived |
| Paul VonEhr              | Family Wedding Reception                 | Hall,Kitchen           | 12/03/2005         | \$404.70    | \$404.70    |
| New Journey Church       | Worship Service                          | Conf Room,Hall         | 11/27,12/04/2005   | \$202.34    | \$404.70    |
| Jerone Sharpe            | Hernando Ethnic Expo                     | Hall,Kitchen           | 11/19,20/2005      | \$889.28    | \$889.28    |
| New Journey Church       | Worship Service                          | Conf Room,Hall         | 11/13,11/20/2005   | \$202.34    | \$292.87    |
| Don Barber               | Bible Talks 10 week class/pd Nov.classes | Conf Room              | 11/09/2005         | \$111.83    | \$111.83    |
| Dianna Butts             | Birthday Party (50)                      | Hall, Kitchen          | 11/05/2005         | \$303.53    | \$303.53    |
| New Journey Church       | Worship Service                          | Conf Room,Hall         | 10/30,11/06/2005   | \$202.34    | \$404.70    |
| Belinda Williams         | Wedding Reception                        | Hall, Kitchen          | 10/29/2005         | \$303.53    | \$303.53    |
| Ruth Bunch               | Birthday Dinner                          | Hall, Kitchen          | 10/22/2005         | \$415.35    | \$415.35    |
| New Journey Church       | Worship Service                          | Conf Room,Hall         | 10/16,10/23/2005   | \$202.34    | \$404.70    |
| Allen Temple AME Church  | Worship Service                          | Hall,Kitchen           | 10/09/2005         | \$170.00    | \$170.00    |
| Mike Bennett             | HYL Basketball Sign ups                  | Lobby Area             | 10/8/15/205        | \$110.00    | Fees Waived |
| Peggy Henry              | Wedding Reception                        | Hall, Kitchen          | 10/08/2005         | \$266.25    | \$266.25    |
| New Journey Church       | Worship Service                          | Conf Room,Hall         | 10/02,10/09/2005   | \$202.35    | \$404.70    |
| TOTAL                    |  |                        |                    | \$22,865.27 | \$19,998.10 |
| DIFFERENCE               |  |                        |                    |             | \$2,867.17  |

# Attachment 4

# CITY OF BROOKSVILLE

## STREET CLOSURE

### COST PROJECTION

201 Howell Avenue  
(352) 544-5407



Event: VETERAN'S DAY PARADE 2008

Starting: 10:00 am End: 11:00 am

**Police Department**      *BASED on 2 Hour MINIMUM CALL in PAY OVR.*

|           |          |   |                 |   |   |
|-----------|----------|---|-----------------|---|---|
| Personnel | <u>3</u> | @ | \$ <u>23.88</u> | = | \$ <u>143.28</u>                                |
| Equipment | <u>2</u> | @ | \$ <u>23.89</u> | = | \$ <u>95.56</u>                                 |
|           | <u>1</u> | @ | \$ <u>54.24</u> | = | \$ <u>54.24</u>                                 |
|           | <u>1</u> | @ | \$ <u>56.36</u> | = | \$ <u>56.36</u>                                 |
|           | <u>1</u> | @ | \$ <u>66.24</u> | = | \$ <u>66.24</u>                                 |
|           | <u>1</u> | @ | <u>77.60</u>    | = | \$ <u>77.60</u>                                 |
|           |          |   |                 |   | <b>POLICE DEPARTMENT TOTAL</b> \$ <u>493.28</u> |

### Fire Department

|           |       |   |          |   |          |
|-----------|-------|---|----------|---|----------|
| Personnel | _____ | @ | \$ _____ | = | \$ _____ |
| Equipment | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |

**FIRE DEPARTMENT TOTAL**      \$ NA

### Public Works

|           |                |   |                 |   |                  |
|-----------|----------------|---|-----------------|---|------------------|
| Personnel | <u>2 @ 8HR</u> | @ | \$ <u>15.00</u> | = | \$ <u>120.00</u> |
| Equipment | <u>1 TRUCK</u> | @ | \$ <u>25.00</u> | = | \$ <u>25.00</u>  |
|           | _____          | @ | \$ _____        | = | \$ _____         |
|           | _____          | @ | \$ _____        | = | \$ _____         |
|           | _____          | @ | \$ _____        | = | \$ _____         |

**PUBLIC WORKS TOTAL**      \$ 145.00

**ESTIMATED TOTAL DUE CITY**      \$ 638.28

|                                     |                 |
|-------------------------------------|-----------------|
| TOTAL Actual Costs \$ <u>638.28</u> | Billed \$ _____ |
| Payment Received By: _____          |                 |

**CITY OF BROOKSVILLE  
STREET CLOSURE  
COST PROJECTION**

201 Howell Avenue  
(352) 544-5407



Event: 2007 Veterans Appreciation Parade.  
 Starting: Nov. 10, 2007 10AM End: Nov. 10, 2007 11AM.

**Police Department**

|           |                       |   |                                      |   |                  |
|-----------|-----------------------|---|--------------------------------------|---|------------------|
| Personnel | <u>7 Police Ofc's</u> | @ | \$ <u>27.00 hr x 2h<sup>15</sup></u> | = | \$ <u>378.00</u> |
| Equipment | _____                 | @ | \$ _____                             | = | \$ _____         |
|           | _____                 | @ | \$ _____                             | = | \$ _____         |
|           | _____                 | @ | \$ _____                             | = | \$ _____         |
|           | _____                 | @ | \$ _____                             | = | \$ _____         |

*See attached Memo*

**POLICE DEPARTMENT TOTAL** \$ 378.00

**Fire Department**

|           |       |   |          |   |          |
|-----------|-------|---|----------|---|----------|
| Personnel | _____ | @ | \$ _____ | = | \$ _____ |
| Equipment | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |

**FIRE DEPARTMENT TOTAL** \$ \_\_\_\_\_

**Public Works**

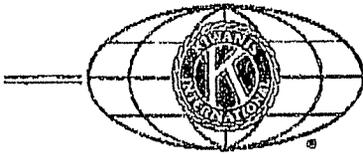
|           |       |   |          |   |          |
|-----------|-------|---|----------|---|----------|
| Personnel | _____ | @ | \$ _____ | = | \$ _____ |
| Equipment | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |

**PUBLIC WORKS TOTAL** \$ \_\_\_\_\_

**ESTIMATED TOTAL DUE CITY** \$ \_\_\_\_\_

|                             |                 |
|-----------------------------|-----------------|
| TOTAL Actual Costs \$ _____ | Billed \$ _____ |
| Payment Received By: _____  |                 |

# Attachment 5



MEETS TUESDAY  
NIGHT 6:00 P.M.

**KIWANIS CLUB**  
OF BROOKSVILLE, INC.

AGENDA ITEM NO. F-36  
11-5-07

POST OFFICE BOX 685  
BROOKSVILLE FL 34605-0685

October 26, 2007

The City of Brooksville  
201 Howell Avenue  
Brooksville, FL 34601

RE: Christmas Parade

Dear Karen Phillips:

In view of the current conditions of fiscal conservation, the Brooksville Kiwanis Club in their endeavor to keep the tradition of providing the community the joy of the annual Christmas parade, we understand that the cost of providing police protection for the parade route needs to be addressed. We wish to have this issue placed on the next City agenda.

The Kiwanis Club wishes to request a partial waiver of any fees that might be incurred. The Club is willing to pay a cap amount of \$1,000.00 in the assistance of paying for any expenses that might be needed. As we are working together with other not-for-profit groups, we do not wish to place the full burden upon the City or the other groups. The parade route has been expanded this year to help the City Alliance to provide additional expansion of bringing the people to the downtown area. We hope that the City will take this into consideration while discussing this matter.

I look forward to having an answer so that we may proceed with the final plans of providing the parade to the community.

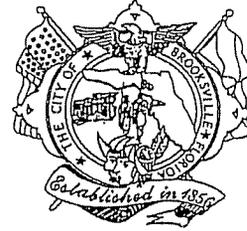
Sincerely,

*Scott Smith*

SIGNED IN ABSTENTIA TO AVOID DELAY  
Scott Smith, President

**CITY OF BROOKSVILLE  
APPLICATION FOR TEMPORARY  
STREET CLOSURE**

201 Howell Avenue  
(352) 544-5407



INSTRUCTIONS: Complete top portion of form and return to Clerk's Office, 201 Howell Avenue, Brooksville, FL 34601. A broad form type events coverage or other insurance policy acceptable to the City is required to protect the City from any and all claims for injuries, or damages occurring during or resulting from this event in an amount of not less than \$100,000 for each individual and \$300,000 for event. Applicant will be notified of estimated cost; receipt of the deposit and the Certificate of Insurance are required not later than three (3) business days before the event. Certificate Attached -  Yes  No

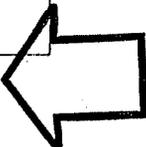
|  |                                     |   |  |
|--|-------------------------------------|---|--|
| Name or Organization<br><b>Brooksville Kiwanis Club</b>  |                                     | Event<br><b>33rd Annual Brooksville Christmas Parade</b>  |  |
| Person in Charge<br><b>Ron Wheelles, Chair</b>   |                                     | Address<br><b>P O Box 685, Brooksville FL</b>   | Telephone<br><b>352-796-7225</b>                                   |
| If unavailable (Alternate Name)<br><b>Gregg Sutton, Co-Chair</b>   |                                     | Address<br><b>34605-0685</b>  | Telephone<br><b>352-754-4062</b>                                   |
| Date of Event<br><b>12/8/07</b>  | Starting Time<br><b>7 am set up</b> | Ending Time (approx)<br><b>12:30 pm</b>   | Estimated Number of Participants<br><b>270-5525</b><br><b>600+</b> |
| Proposed Route (include Street/Avenue, attach location map)<br><b>10 am parade start</b><br>See attached map - from H.C. School Board grounds from Oakwood, south on Howell to east on Ft. Dade (ends at Bell Ave.)  |                                     |   |  |
| I/We <u>Brooksville Kiwanis Club</u> assume responsibility for reimbursing the City's cost as estimated below, and all liability for injuries and damages and will hold the City harmless from any claims arising directly or indirectly from the event, including or as a result of City's closure of the street(s) to facilitate the event. If applicant is a corporation, association, or partnership, the undersigned warrants he/she is authorized to execute binding contracts on behalf of the applicant. |                                     |   |  |
| Signature <u>Ron Wheelles, Chair</u>   |                                     |   |  |
| State of Florida   |                                     |   |  |
| County of <u>Hernando</u>  |                                     |   |  |
| The foregoing instrument was acknowledged before me this <u>7<sup>th</sup></u> day of <u>SEPT</u> , 20 <u>07</u> , by <u>Ron Wheelles</u> , who is <u>personally known</u> to me or who presented <u>N/A</u> as identification, and who (did) (did not) take an oath.  |                                     |   |  |
| <u>[Signature of Notary Public]</u>  |                                     | Karen M. Phillips<br>[Commission Number of Notary Public]   |  |
|   |                                     | KAREN M. PHILLIPS<br>MY COMMISSION # DD511746<br>EXPIRES: January 29, 2010<br>FI Notary Discount Assoc. Co. |  |

**NOTICE: PERMIT NOT VALID UNLESS APPROVED BY DESIGNATED CITY REPRESENTATIVE.**

|                        |                    |                    |
|------------------------|--------------------|--------------------|
| Total Deposit \$ _____ | Received By: _____ | Date _____         |
| Police Chief _____     | Date _____         | City Manager _____ |
| _____                  | _____              | Date _____         |

Distribution: Original to Applicant; Copies to Chief of Police, Director of Public Works, City Manager and City Clerk

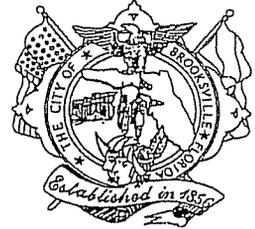
NOTE: A LIST OF STREETS BEING CLOSED WITH DATES AND TIMES WILL BE RELEASED TO THE PRESS NO LESS THAN 5 DAYS PRIOR TO THIS EVENT.



# CITY OF BROOKSVILLE

## STREET CLOSURE COST PROJECTION

201 Howell Avenue  
(352) 544-5407



Event: KIWANIS CHRISTMAS PARADE

Starting: 10 AM End: 2 pm

### Police Department

SEE ATTACHED

|           |       |   |          |   |          |
|-----------|-------|---|----------|---|----------|
| Personnel | _____ | @ | \$ _____ | = | \$ _____ |
| Equipment | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |
|           | _____ | @ | \$ _____ | = | \$ _____ |

POLICE DEPARTMENT TOTAL \$ 2,481

### Fire Department

|           |              |                 |             |
|-----------|--------------|-----------------|-------------|
| Personnel | Chief 10 m.  | <u>OVT RATE</u> | - 0 -       |
| Equipment | Captain 5m @ | \$ 27.95        | = \$ 139.65 |
|           | Lt 5m @      | \$ 19.80        | = \$ 99.00  |
|           | 5 FF 5m @    | \$ 18.27        | = \$ 456.75 |
|           | _____ @      | \$ _____        | = \$ _____  |
|           | _____ @      | \$ _____        | = \$ _____  |

FIRE DEPARTMENT TOTAL \$ 695

### Public Works

|           |            |                 |          |   |          |
|-----------|------------|-----------------|----------|---|----------|
| Personnel | 4 8HR @    | <u>OVT RATE</u> | \$ 16.64 | = | \$ 532   |
| Equipment | 2 TRUCKS @ |                 |          | = | \$ 50    |
|           | _____ @    |                 |          | = | \$ _____ |
|           | _____ @    |                 |          | = | \$ _____ |
|           | _____ @    |                 |          | = | \$ _____ |

PUBLIC WORKS TOTAL \$ 582

ESTIMATED TOTAL DUE CITY \$ 3,758

TOTAL Actual Costs \$ \_\_\_\_\_ Billed \$ \_\_\_\_\_

Payment Received By: \_\_\_\_\_

To: Chief Turner

From Sgt Maeder

Date: 10-25-07

Subj: Christmas Parade Cost Estimate for Overtime

Police

Police Chief @ 10 hours =

Lieutenant \$42.78 @ 8 hours = \$342.24

Detective \$35.82 @ 6 hours = \$214.92

Detective \$32.85 @ 6 hours = \$197.10

Sergeant \$37.60 @ 7 hours = \$263.20

Sergeant \$37.60 @ 5 hours = \$188.00

Sergeant \$32.18 @ 5 hours = \$160.90

Patrolman x3 \$23.21 @ 6 hours = \$417.78

Patrolman x2 \$23.21 @ 5 hours = \$232.10

Patrolman \$22.10 @ 5 hours = \$110.50

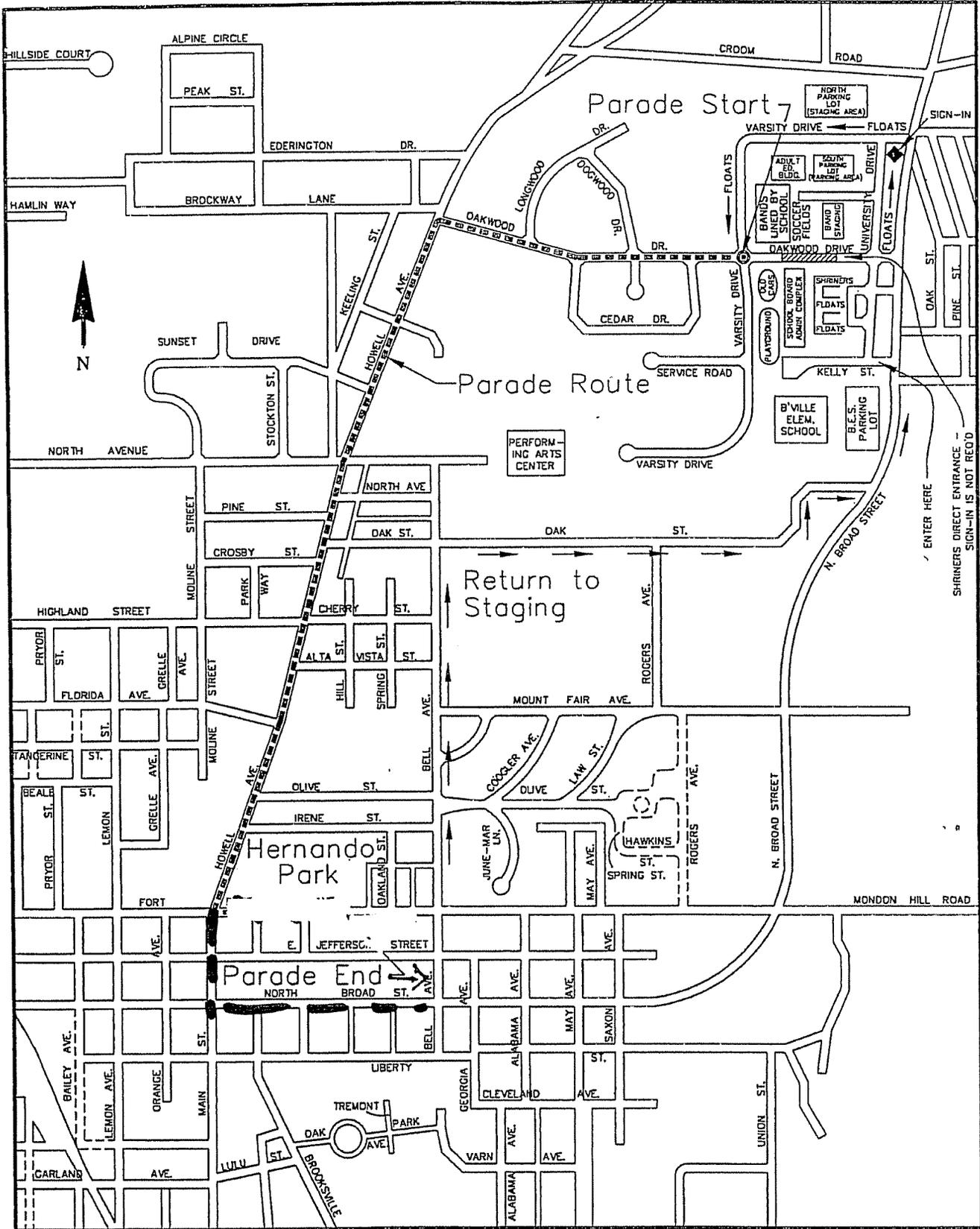
Patrolman x2 \$15.47 @ 4 hours = \$123.76

Evid. Tech \$17.81 @ 4 hours = \$89.05

Disp. Sgt. \$28.32 @ 4 hours = \$141.60

Police man hour cost = \$2,481.15

2007 ANNUAL CHRISTMAS PARADE - 12/8/07



◆ VEHICLE/FLOAT SIGN-IN AREA (CORNER OF VARSITY DR. & UNIVERSITY DR.)

NOTE: ALL VEHICLES AND FLOATS MUST BE SIGNED IN AND PRE-REGISTERED UPON ARRIVAL (UNLESS NOTED OTHERWISE)

▨ SHRINER STAGING AREA

City of Brooksville



# MEMORANDUM

**To:** Honorable Mayor and City Council Members

**Via:** T. Jennene Norman-Vacha, City Manager

**From:** Karen M. Phillips, Director of Administration/City Clerk

**Subject:** Advisory Board Modification Process

**Date:** August 8, 2008

On July 21<sup>st</sup>, City Council directed that staff gather some additional information for discussion during the budget workshop regarding modifications to the Advisory Board process, specifically relating to implementation of term limits and costs associated with the operation of the various boards so a determination could be made on the continued necessity of each.

Attached is a report on the estimated staff time/involvement (Attachment A) required for each board, together with a report on the appointment dates (Attachment B) for each of the current board members.

Also attached is a copy of the previous packet materials (Attachment C) for your convenience.

F:\WP\_WORK\ClerkOffice\MEMOS\Council - Advisory Board Modifications.doc



# **ATTACHMENT A**

**\*\*\***

## **Staff Time/ Involvement Report**

## CITY OF BROOKSVILLE ADVISORY BOARD STAFF TIME REQUIREMENTS

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### Beautification Board:

Lindsay Morgan – Recording Secretary; City Council Member Joe Bernardini Non - Voting Liaison

Board meets once a month (second Tuesday, 5:30 pm with hiatus in June & July). Meetings usually last 1.5 hrs. Staff prep time for the agenda & packet preparation is approximately 1 - 2 hrs., with meeting followup of approximately 1 - 1.5 hrs. on the average. There is also additional time required of staff for taking of pictures of the Beautification Award properties when applicable as well as time for the following annual extra activities that the Board participates in:

Arbor Day Celebration - April  
Children's Christmas Tree Decorating – December  
Christmas Decoration Contest – December  
Bi-Annual Beautification of the Year Award Luncheon – January

For some of the above projects, there is also staff time involved from other departments [i.e. Parks Dept. staff for Arbor Day event, Parks Facilities staff for Tree Decorating event.]

Additional projects in the past have been:

Country Club Estates Entrance Median Replanting Project  
Heritage Museum Grounds Clean  
Quarry Golf Course/Tennis Courts Planting Projects  
Christmas Wreath Decoration Fundraising Project (ongoing)

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### Brooksville Housing Authority:

No City Staff or Council liaisons, however, City Manager and/or Mayor Pugh have been sitting in on BHA Meetings. There is no agenda packet or meeting followup by City Staff.

Board meets once a month (third Tuesday, 6:00 pm). Meetings usually last 3 - 4 hrs. Extra activities have not been determined but usually don't involve City Staff.

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Cemetery Advisory Board:

Mike Walker & Richard Howard are Staff Liaisons and Audrey Williams – Recording Secretary; City Council Member Richard Lewis is Voting Member.

Board meets quarterly or as needed, usually at 5:15 pm. Meetings usually last 1 hr. Staff prep time for the agenda & packet preparation is approximately 2.5 – 3 hrs. per quarter, with additional staff time required for minutes and material followup proportionate to agenda items and length of meeting. There are usually no extra activities involving staff.

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Firefighters Pension Trust Fund Board of Trustees:

Two plan members are automatically elected to sit on board (Chief Mossgrove & Lt. Ward current members); Chief or other administrative staff members only attend if needed for specific purposes; Susan McCrary - Recording Secretary; No City Council liaisons.

Board meets quarterly or as needed, usually at 5:30 pm. Meetings usually last 1.5 - 2 hrs. Staff prep time for the agenda & packet preparation is approximately 2 - 3 hrs. quarterly, with additional staff time required for minutes and material followup proportionate to agenda items and length of meeting. There are usually no extra activities involving staff.

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Good Neighbor Trail Advisory Committee:

Bill Geiger is Staff Liaison and Brian Brijbag - Recording Secretary; Mike Walker attends when available as Parks Staff Liaison; City Council Member Lara Bradburn is Voting Member.

Meetings as necessary, usually at 5:30 pm, however, the Committee has not met in the last year but will meet in August. Meeting time varies upon stage the project is in at the time, and staff prep time for the agenda & packet preparation is approximately based on the items to be discussed, additional staff time required for minutes and material followup proportionate to agenda items and length of meeting. The committee has been involved in several major activities associated with the project (with several more in the future as the project progresses), including plants, trees and wildlife surveys, outreach and education events and community activities at the site. Staff time is usually required at these events, oftentimes from different departments as well.

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Parks & Recreation Advisory Board:

Mike Walker is Staff Liaison and Audrey Williams – Recording Secretary: Council Member Joe Bernardini is Voting Member.

Board meets quarterly or as needed, usually at 5:15 pm. Meetings usually last 1 hr. Staff prep time for the agenda & packet preparation is approximately 2.5 – 3 hrs. per quarter, with additional staff time required for minutes and material followup proportionate to agenda items and length of meeting. There are usually no extra activities involving staff unless the Board gets involved in a new project or program.

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Planning & Zoning Commission:

Bill Geiger is Staff Liaison and City Attorney attends all meetings; Pat Jobe – Recording Secretary: There are no City Council Liaison representatives. There is also a School Board Non-Voting Member (Ken Pritz).

Board meets once a month as needed (second Wednesday, 6:30 pm – on the average 10 meetings per year). Meetings usually last 1.5 hrs. Staff prep time for the agenda & packet preparation varies dependent upon the number of active petitions, requiring approximately 6 hrs. per petition. is approximately 2.5 – 3 hrs. per meeting, with additional staff time required for minutes and material followup proportionate to agenda items and length of meeting. It should be noted that the same amount of staff time would be required, however, whether this were a P&Z Commission function or City Council took over the petition duties of the commission. There are usually no extra activities involving staff.

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Police Officers Pension Trust Fund Board of Trustees:

Two plan members are automatically elected to sit on board (Off. Orman & Off. Matheson current elected members) however, currently Off. Brough selected as 5<sup>th</sup> member appt. by Board and ratified by Council; Chief or other administrative staff members only attend if needed for specific purposes; Margaret Bosack - Recording Secretary; No City Council liaisons.

Board meets quarterly or as needed, usually at 5:00 pm. Meetings usually last 1.5 - 2 hrs. Staff prep time for the agenda & packet preparation is approximately 2 - 3 hrs. quarterly, with additional staff time required for minutes and material followup proportionate to agenda items and length of meeting. Finance Dept. staff also assist this board in securing insurance coverage (1 – 2 hrs.) and preparation of their Annual Report (6 hrs.) There are usually no extra activities involving staff.

# **ATTACHMENT B**

**\*\*\***

## **Member Appointment Date Report**

City of Brooksville  
Advisory Board Member Appointment History

| <b>BEAUTIFICATION BOARD</b>                    |                              |
|--|------------------------------|
| <u>Name</u>                                    | <u>Appointed</u>             |
| Delores Jackson                                | 6/2/2003                     |
| Lou Kavouras                                   | 2/2/2004                     |
| Scott Renz                                     | 2/4/2008                     |
| Haley Sasser                                   | 3/3/2008                     |
| Nicole Sensale                                 | 1/8/2007                     |
| Sarah L. "Sally" Sperling                      | 1/24/2005                    |
| Louise O. Taylor                               | 2/13/1995                    |
| Jay Arthur Thompson                            | 1/22/2007                    |
| Joe Bernardini, Council Liaison                | 12/4/2006                    |
| Lindsay Morgan, Recording Secretary            | N/A                          |
| <b>BROOKSVILLE CEMETERY ADVISORY COMMITTEE</b> |                              |
| <u>Name</u>                                    | <u>Appointed</u>             |
| Charles "Pat" Brewer                           | 4/16/2001                    |
| Luther E. Cason                                | 01/08/96; Council<br>4/20/92 |
| Clarke "Doug" Davis                            | 4/20/1992                    |
| Jan Knowles                                    | 11/7/2005                    |
| David L. Merritt                               | 4/16/2001                    |
| Jay Arthur Thompson                            | 5/21/2007                    |
| Richard E. Lewis, Council Liaison              | 12/4/2006                    |
| Mike Walker, Director of Parks & Recreation    | N/A                          |
| Audrey Williams, Recording Secretary           | N/A                          |

City of Brooksville  
Advisory Board Member Appointment History

| <b>FIREFIIGHTERS' PENSION TRUST FUND<br/>BOARD OF TRUSTEES</b> |   |
|--|---|
| <u>Name</u>  | <u>Appointed</u>                        |
| Paul D. Babcock  | 8/21/2006                               |
| Regina Ann Martin  | 6/16/1997                               |
| Capt. Tim Mossgrove  | Jan-99                                  |
| Frank Phillips   | 08/22/02; As an<br>employee<br>1/1/1993 |
| Lt. Gerald Ward  | 1/24/2004                               |
| Susan Mae McCrary, Recording Secretary                         | N/A                                     |
| <b>GOOD NEIGHBOR TRAIL ADVISORY<br/>COMMITTEE</b>              |   |
| <u>Name</u>  | <u>Appointed</u>                        |
| John Beatty  | 12/15/2003                              |
| Steve Diez   | 8/13/2003                               |
| Richard D. Gant  | 3/6/2000                                |
| Mike Hannigan  | 3/7/2005                                |
| Virginia Jackson   | 3/6/2000                                |
| Eugene Kelly   | 3/6/2000                                |
| Jan Knowles  | 3/6/2000                                |
| Vince Morris   | 3/6/2000                                |
| Staci Lewis White  | 12/15/2003                              |
| Lara Bradburn, Council Liaison                                 | 12/4/2006                               |
| Bill Geiger, Community Development Director                    | N/A                                     |
| Mike Walker, Director of Parks & Recreation                    | N/A                                     |
| Brian Brijbag, Recording Secretary                             | N/A                                     |

City of Brooksville  
Advisory Board Member Appointment History

| <b>BROOKSVILLE HOUSING AUTHORITY</b>         |                  |
|--|------------------|
| <u>Name</u>                                  | <u>Appointed</u> |
| Brian L. Adair                               | 12/17/2007       |
| James V. Brooks                              | 8/20/2007        |
| Clifford E. Manuel, Jr.                      | 12/17/2007       |
| Gary E. Schraut                              | 12/17/2007       |
| Yvette D. Taylor                             | 8/20/2007        |
| Francine S. Ward                             | 12/17/2007       |
| Randy Woodruff                               | 12/17/2007       |
| <b>PARKS &amp; RECREATION ADVISORY BOARD</b> |                  |
| <u>Name</u>                                  | <u>Appointed</u> |
| Mark Blanton                                 | 9/16/2002        |
| James V. Brooks                              | Apr-87           |
| William E. Chatman, Jr                       | 8/17/1998        |
| Richard D. Gant                              | 5/1/1995         |
| Alan K. Garman                               | 6/1/1992         |
| Toni Maletta                                 | 8/21/2006        |
| Gary E. Schraut                              | 8/19/1991        |
| VACANT                                       |                  |
| Joe Bernardini, Council Liaison              | 12/3/2007        |
| Mike Walker, Director of Parks & Recreation  | N/A              |
| Audrey Williams, Recording Secretary         | N/A              |

City of Brooksville  
Advisory Board Member Appointment History

| <b>PLANNING &amp; ZONING COMMISSION</b>                          |                  |
|--|------------------|
| <u>Name</u>  | <u>Appointed</u> |
| Shannon R. Andras-Petry  | 11/5/2007        |
| Elmer D. Korbus  | 1/28/1991        |
| Ken Pritz  | Jan-05           |
| George H. Rodriguez  | 7/6/1988         |
| Louise O. Taylor   | 3/17/1997        |
| Donald Carnes Varn   | 1/8/2007         |
| John A. Wanat  | 1/25/1999        |
| E.E. "Ernie" Wever, Jr.  | 1/8/2007         |
| Thomas S. Hogan, Jr., City Attorney                              | N/A              |
| Bill Geiger, Community Development Director                      | N/A              |
| Patricia Jobe, Recording Secretary                               | N/A              |
| <b>POLICE OFFICER'S PENSION TRUST<br/>FUND BOARD OF TRUSTEES</b> |                  |
| <u>Name</u>  | <u>Appointed</u> |
| P.O. Jason Brough  | 8/4/2003         |
| P.O. Jason Matheson  | 12/14/2005       |
| P.O. Randal Orman  | Jun-02           |
| Charles W. Price   | 8/21/2006        |
| Joseph P. Quinn  | 8/4/1997         |
| Margaret Bosack, Recording Secretary                             | N/A              |

# **ATTACHMENT C**

**\*\*\***

**July 21, 2008  
Packet Materials**

City of Brooksville

# MEMORANDUM

AGENDA ITEM NO. E-3  
7/21/08



**To:** Honorable Mayor and City Council Members

**Via:** T. Jennene Norman-Vacha, City Manager

**From:** Karen M. Phillips, Director of Administration/City Clerk

**Subject:** Official Policy No. 4-2008 - Advisory Boards

**Date:** July 14, 2008

Based on past direction from City Council, staff has been researching new and innovative methods by which other neighboring communities our size handle their advisory board appointments, reviewing the City's current processes in place as it relates to our advisory boards and drafting new policies, procedures and documents. These documents have further been revised based on comments from City Council Members at the June 16, 2008 Regular Council Meeting.

A current trend appears to be term limits, which has been discussed by City Council in the past, together with the structuring of term expirations to a uniform time period to streamline the solicitation and appointment, as well as orientation process. With that, the attached advisory board policy (see Attachment 1) has been prepared with the philosophy of setting term limits for all applicable boards for a maximum of two full four year terms, which mirrors the City Council Member term limits. Additionally, we have prepared a spreadsheet (see Attachment 2) which converts the Beautification Board to four year terms (currently three year terms) and extending the expiration date of the existing member terms of each applicable board to December 31<sup>st</sup> of the current calendar year expiration. It should be noted, however, the Firefighters and Police Pension Trust Fund Boards have statutory regulations which set terms for two years and appear to prohibit term limits and the Good Neighbor Trail Advisory Committee, which is a subcommittee of the P&R Board, has no terms and will in fact sunset when the trail and project is complete so they are all marked as not applicable on the report. Additionally, the 4 year terms for Brooksville Housing Authority members are also statutorily set but term limits could be stipulated pursuant to the City Attorney, however, since the board is in a transition status at present, this Board has not been included in the conversion process to date.

Seeking interested and qualified individuals to apply for positions on our advisory boards is oftentimes difficult, and the thought process, as also expressed by other entities, is that streamlining and clarifying the process so that applicants know exactly what they are applying for and creating a certain aura of honor and prestige in being appointed and serving as a volunteer on a City Advisory Board will help to generate a greater success in gathering volunteers enthusiastic in serving their community. The policy includes repeal of previous policies and incorporates all processes into one policy.

**Financial Impact**

No budgetary impact.

**Legal Impact**

The policy has been reviewed by legal, which has determined that it is legally sufficient and in proper legal form. However, legal counsel has advised that for any board, commission or authority created by the City Council through the passage of an ordinance or resolution, any modifications to terms or term limits would also need to be by ordinance or resolution, respectively.

**Staff Recommendation**

Staff is recommending: (a) approval of the attached policy; (b) repeal of Policy Nos. 1-87 and 1-94 ; (c) conversion of the terms of office for the current Beautification Board Members by one year to increase to four year terms (this board was not created by ordinance or resolution so no further documents should be required); (d) extension of the expiration date for each of the current appointed Board Members on the Beautification Board, Brooksville Cemetery Advisory Board, Parks & Recreation Advisory Board and Planning & Zoning Commission to December 31<sup>st</sup> of their current expiration year; (e) designation that each of the current appointed Board Members of the above referenced boards (i.e. Beautification, Cemetery, P&R and P&Z) be considered to be in the first of a full four year term through the indicated expiration date, with any subsequent reappointment to be their final prior to being required to sit out at least one year pursuant to the term limit policy; and (f) authorize ordinances or resolutions be prepared and brought forward as appropriate to effectuate the changes.

As stated earlier, recommendations (d) and (e) do not include the Good Neighbor Trail Advisory Committee because they do not have terms and are a sub-committee of the Parks & Recreation Advisory Board and set to sunset once the project is complete, the Firefighters Pension Trust Fund Board of Trustees and Police Pension Trust Fund Board of Trustees due to statutory stipulations and the Brooksville Housing Authority as a result of their current transition status.

***ATTACHMENT 1***

\*\*\*\*\*

Advisory Board Policy

# CITY OF BROOKSVILLE

## OFFICIAL POLICY NO. 4-2008

### PROCEDURE FOR CREATION, APPOINTMENTS, REAPPOINTMENTS, REPLACEMENTS AND REMOVAL FROM OFFICE FOR ADVISORY BOARDS

#### I. PURPOSE

It is the intent of the City Council, by adoption of this policy, to solicit public interest and to establish a ~~more~~ fair and equitable procedure for creation of boards, appointments, reappointments/ replacements and removal from office for members to volunteer on City Advisory Boards, Committees, Commissions and Task Forces (hereafter referred to as "board"). It is further the intent of the City Council that the most qualified individuals are appointed to serve on City Boards.

#### II. POLICY STATEMENT

##### A. Creation of New Board/Terms

1. Upon creation of a new board and for all new appointments, board members shall initially be appointed to a four (4) year term of office, which expires on the last day of the calendar year (December 31st), unless the terms are otherwise set by statute or general law.
2. Appointments to fill an unexpired term of office shall not be considered as a full term of office and the members shall be appointed to the remaining balance of the existing term, unless otherwise specified by statute or general law.
3. Consecutive terms shall be limited to two (2) full four (4) year terms of office, with a minimum period of one (1) year period of time out of office before being allowed to seek appointment again (unless prohibited by statute or general law).
4. Existing members' terms of office at the time of adoption of this policy shall be adjusted as set by City Council.

### **III. REMOVAL FROM OFFICE**

#### **A. Attendance**

1. Reliable attendance at meetings is usually, but not always, a prerequisite to effective participation of a member. Chairpersons of committees may excuse absences. Three unexcused absences in a six meeting period will automatically initiate the removal procedure set forth below.
2. The chairperson and recording secretary shall prepare and submit to the City Clerk a report of member attendance at each scheduled meeting, whether or not a quorum is achieved. The City Clerk shall compile attendance records.
3. The appointed body may on motion passed by majority vote recommend removal of a member and initiate the removal proceedings set forth below. The motion shall specifically set forth the grounds on which removal is requested.
4. A City Council Member or the City Manager may initiate removal of a member of an appointed body by the proceedings set forth below by filing a request for City Council to consider such removal. The request shall specifically set forth the grounds on which removal is requested.

#### **B. Procedures for Removal**

1. Cause for Removal: Unless otherwise provided in law, by Charter or by Ordinance of the City, members serve at the will of City Council.
2. The City Clerk shall submit a report to City Council at the next available Council Meeting if there are absences that exceed the specified number above. The City Clerk will provide the affected member with a copy of the report no later than five (5) days before the report is to be reviewed by Council.
3. City Council may elect to treat such absences as the member's resignation or provide the member with the opportunity to speak on their own behalf as to the reason for the unexcused absences.
4. Resignations shall be effective when accepted by City Council. Upon acceptance of the resignation, the position on the board shall be deemed vacant. The City Council shall then notify the members of the relative board when any resignation has been accepted and direct the commencement of the solicitation process for a replacement member to fill the balance of the term of office.

EXHIBIT I

1-87

CITY OF BROOKSVILLE  
OFFICIAL POLICY

TO BE  
REPEALED  
UPON  
ADOPTION

=====

SUBJECT: POLICY PROCEDURE FOR REAPPOINTMENTS TO CITY BOARDS

=====

RE: ADOPTED BY CITY COUNCIL 3/10/87 REVISED 1/24/94

=====

PURPOSE: It is the intent of the City Council, by adoption of this policy, to solicit public interest and to establish a more fair and equitable procedure for appointments, reappointments or replacement of members to City Boards. It is further the intent of the City Council that the most qualified individuals are appointed to serve on City Boards.

It is the Council's intent that the following policy will be followed when appointments, reappointments or replacement of members is necessary on any City Board:

1. A news release will be placed in local newspapers of general circulation advising of any opening on City Boards and the qualifications for said positions. The news release will indicate that letters of interest and resumes are being accepted by the City Council for these positions. A deadline will be established for receiving these resumes and will be noted in the news release. Serving members may apply for reappointment by memorandum.
2. Individuals who already are serving on a City Board whose terms will expire will be notified of the expiration of their term approximately six weeks prior to the date of term expiration. They will be requested to submit a letter of interest as to whether or not they wish to continue serving on said Board.
3. Vacancies created by individuals who resign prior to the expiration of their term will be viewed as a new appointment and the procedure outlined in Item No. 1 above will be followed. All resignations must be submitted in writing to the City Council. Resignations are effective on receipt by the City Clerk, unless otherwise provided in law.
4. All resumes either from individuals requesting reappointment or individuals seeking their first term will be submitted to the City Council for their review and selection approximately two weeks prior to the meeting at which reappointment to City Boards is scheduled to be heard. The Council will select the most

DOUGLAS G. BEVINS  
ATTORNEY AT LAW  
143 SOUTH MAIN STREET  
BROOKSVILLE, FLORIDA 34601

CIVIL PRACTICE  
TRIAL PRACTICE  
FEDERAL PRACTICE

IS RECEIVED JUN 17 1994

PHONE (904) 799-4309  
FAX (904) 799-4117

June 17, 1994

Ms. Karen M. Phillips, CMC, City Clerk  
City of Brooksville  
26 South Brooksville Avenue  
Brooksville, Florida 34601

Re: Advisory Board

Dear Karen:

This is in response to your inquiry about the procedure for circumstances when a vacancy on an Advisory Board is advertised and no one applies. After review of the policy regarding reappointment to City Boards as adopted March 10, 1987 and revised January 24, 1994 and Ordinance 422, the answer is that neither provide guidance. The policy behind the official procedures is to provide everybody a fair chance. If everybody had a fair chance to apply and nobody did, then I think the City is free to do whatever it believes will produce a qualified Board member at the earliest opportunity.

In light of this operation, I believe City Administration has the option to either readvertise -- if that is what the Administration feels is prudent, or to place the issue before Council for them to seek names.

If I can be of further assistance in these regards, please call.

PC: Policy # 1-87  
1-87

Sincerely,



Douglas G. Bevins

DB/bw

CITY OF BROOKSVILLE  
26 SOUTH BROOKSVILLE AVENUE  
BROOKSVILLE, FLORIDA 34601-2998



TELEPHONE

~~904-796-4932~~  
904-544-5400

FAX

~~904-799-5874~~  
904-544-5424

**SAMPLE OF PRESS RELEASE - OFFICIAL POLICY 1-87**

**PRESS RELEASE**

DATE: (Date of Release)  
FROM: City of Brooksville  
SUBJECT: Notice of Vacancy on City of (Name of Board or Reflect "Varioius Boards")

=====  
City Council for the City of Brooksville is now accepting applications from individuals interested in volunteering their time to serve as a Member on the (Name of Board/Boards) for the balance of a (# of Years) year term through (End of Term Date).

In order to apply for this board position an appropriate application form must be completed. Resumes alone will not be accepted. An application form may be obtained from the office of the City Clerk and must be completed and returned no later than (Day, Date & Time) to the City Clerk at 26 South Brooksville Avenue, Brooksville, Florida 34601-2998.

All Applicants for this volunteer position must be a registered voter in the State of Florida. (NOTE: Any other requirements for specific boards would be reflected in this paragraph)

Persons with disabilities needing assistance in the application process should contact the City Clerk's office to make necessary arrangements at (904) 544-5400 or TDD line at (904) 544-5420.

TO BE  
REPEALED  
UPON  
ADOPTION

EXHIBIT II

1-94

CITY OF BROOKSVILLE  
OFFICIAL POLICY

=====

**SUBJECT: REMOVAL OF MEMBERS FROM APPOINTED BOARDS - NON-ATTENDANCE**

=====

**RE: ADOPTED BY CITY COUNCIL JANUARY 24, 1994**

=====

1. **PURPOSE:** The purpose of this policy is to provide the best available participation by citizens on appointed bodies. Bodies constituted by the City Council perform a wide range of duties, functioning in diverse fashions. What makes for effective contribution on one board might not so serve on another. These policies are recommended to promote optimal participation and contribution to the welfare of the City. They are intended to be flexible, providing City Council with the means to act on the public's behalf in varying situations.

2. **ATTENDANCE:**

A. Reliable attendance at meetings is usually, but not always, a prerequisite to effective participation of a member. Chairpersons of committees may excuse absences. Three unexcused absences in a six meeting period will automatically initiate the removal procedure set forth below.

B. The chairperson shall prepare and submit to the City Clerk a report of member attendance at each scheduled meeting, whether or not a quorum is achieved. The City Clerk shall compile attendance records and initiate the removal proceeding set forth below any time a member has three unexcused absences in the last six meetings. Such initiation shall be by a memorandum to Council, placed on the next appropriate agenda.

C. The appointed body may on motion passed by majority vote recommend removal of a member and initiate the removal proceedings set forth below. The motion shall specifically set forth the grounds on which removal is requested.

D. A City Council Member or the City Manager may initiate removal of a member of an appointed body by the proceedings set forth below by filing a request for City Council to consider such removal. The request shall specifically set forth the grounds on which removal is requested.

3. **PROCEDURES FOR REMOVAL:**

A. **Cause for Removal:** Unless otherwise provided in law, by Charter or by Ordinance of the City, members serve at the will of City Council.

***ATTACHMENT 2***

\*\*\*\*\*

***Term Expiration Report***

***ATTACHMENT 2***

\*\*\*\*\*

***Term Expiration Report***

ADVISORY BOARD TERM EXPIRATION REPORT

| ADVISORY BOARD                                    | TERM     | MEMBER NAME  | APPT DATE | CURRENT EXPIRATION | YEAR END CONVERSION |
|---|----------|--|-----------|--------------------|---------------------|
| Beautification Board                              | 4 yrs.   | Delores Jackson                                      | 03/06/06  | 03/31/10           | 12/31/10            |
|   |          | Scott Renz   | 02/04/08  | 05/31/10           | 12/31/10            |
|   |          | Lou Kavouras   | 01/08/07  | 01/31/11           | 12/31/11            |
|   |          | Nicole Sensale                                       | 01/08/07  | 01/31/11           | 12/31/11            |
|   |          | Louise Taylor  | 01/08/07  | 01/31/11           | 12/31/11            |
|   |          | Sally Sperling                                       | 01/07/08  | 01/31/12           | 12/31/12            |
|   |          | Jay Thompson   | 02/04/08  | 02/01/12           | 12/31/12            |
|   |          | Pat Brewer   | 04/18/05  | 04/30/09           | 12/31/09            |
|   |          | Doug Davis   | 04/18/05  | 04/30/09           | 12/31/09            |
|   |          | David Merritt  | 04/18/05  | 04/30/09           | 12/31/09            |
| Brooksville Cemetery Advisory Board               | 4 yrs.   | Luther Cason   | 04/03/06  | 04/30/10           | 12/31/10            |
|   |          | Jan Knowles  | 11/07/05  | 04/30/10           | 12/31/10            |
|   |          | Jay Thompson   | 05/21/07  | 04/30/11           | 12/31/11            |
|   |          | Richard E. Lewis (CC)                                | 12/03/07  | ANNUAL             | ANNUAL              |
|   |          | Cliff Manuel Jr.                                     | 12/17/07  | 06/30/09           | N/A                 |
|   |          | James Brooks Jr.                                     | 08/20/07  | 06/30/10           | N/A                 |
|   |          | Brian Adair  | 12/17/07  | 05/31/11           | N/A                 |
|   |          | Francine Ward  | 12/17/08  | 05/31/11           | N/A                 |
|   |          | Randy Woodruff                                       | 12/17/07  | 05/31/11           | N/A                 |
|   |          | Yvette Taylor  | 08/20/07  | 06/30/11           | N/A                 |
| Brooksville Housing Authority                     | 4 yrs.   | Gary Schraut   | 06/16/08  | 06/30/12           | N/A                 |
|   |          | Tim Mossgrove (FF)                                   | 01/31/07  | 01/31/09           | N/A                 |
|   |          | Gerald Ward (FF)                                     | 01/31/07  | 01/31/09           | N/A                 |
|   |          | Regina Martin  | 02/12/07  | 02/28/09           | N/A                 |
|   |          | Paul Babcock   | 11/19/07  | 10/31/09           | N/A                 |
|   |          | Frank Phillips (5 <sup>th</sup> Member)              | 01/07/08  | 01/31/10           | N/A                 |
|   |          | Vincent Morris (Div. Of Forestry)                    | No Expir  | N/A                | N/A                 |
|   |          | Eugene Kelly   | No Expir  | N/A                | N/A                 |
|   |          | Jan Knowles/Virginia Jackson/Mike Hannigan (Mus Rep) | No Expir  | N/A                | N/A                 |
|   |          | Steve Diez (Hernando County Planning)                | No Expir  | N/A                | N/A                 |
| Firefighters Pension Trust Fund Board of Trustees | 2 yrs.   | Richard Gant (Parks & Recreation Advisory Board)     | No Expir  | N/A                | N/A                 |
|   |          | Staci Lewis White                                    | No Expir  | N/A                | N/A                 |
|   |          | John Beatty (Trail Enthusiast)                       | 06/11/03  | No Expir           | N/A                 |
|   |          | Lara Bradburn (City Council)                         | 12/03/07  | ANNUAL             | ANNUAL              |
|   |          | Vincent Morris (Div. Of Forestry)                    | No Expir  | N/A                | N/A                 |
|   |          | Eugene Kelly   | No Expir  | N/A                | N/A                 |
|   |          | Jan Knowles/Virginia Jackson/Mike Hannigan (Mus Rep) | No Expir  | N/A                | N/A                 |
|   |          | Steve Diez (Hernando County Planning)                | No Expir  | N/A                | N/A                 |
|   |          | Richard Gant (Parks & Recreation Advisory Board)     | No Expir  | N/A                | N/A                 |
|   |          | Staci Lewis White                                    | No Expir  | N/A                | N/A                 |
| Good Neighbor Trail Advisory Committee            | No Terms | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
| Parkers & Recreation Advisory Board               | 4 yrs.   | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |
|   |          | James Brooks Jr.                                     | 08/16/04  | 08/31/08           | 12/31/08            |

ADVISORY BOARD TERM EXPIRATION REPORT

|  |                                       |            |          |          |
|--|---------------------------------------|------------|----------|----------|
|  | Alan Garman                           | 08/15/04   | 08/31/08 | 12/31/08 |
|  | Gary Schraut                          | 08/16/04   | 08/31/08 | 12/31/08 |
|  | Mark Blanton                          | 09/12/05   | 08/31/09 | 12/31/09 |
|  | William Chatman Jr.                   | 10/17/05   | 08/31/09 | 12/31/09 |
|  | Richard Cant                          | 08/31/06   | 08/31/10 | 12/31/10 |
|  | Toni Maletta - Alternate              | 08/21/06   | 08/31/10 | 12/31/10 |
|  | VACANT - Alternate                    | Vacant Pos | 01/31/11 | 12/31/11 |
|  | Joe Bernardini (CC)                   | 12/03/07   | ANNUAL   | ANNUAL   |
|  | Shannon Andras-Petry - Alternate      | 11/05/07   | 05/31/09 | 12/31/09 |
|  | Ernie Weaver Jr.                      | 01/08/07   | 01/31/09 | 12/31/09 |
|  | George Rodriguez                      | 03/06/06   | 03/31/10 | 12/31/10 |
|  | Elmer Korbus                          | 01/08/07   | 01/31/11 | 12/31/11 |
|  | Louise Taylor                         | 01/08/07   | 01/31/11 | 12/31/11 |
|  | Donald Varr - Alternate               | 01/08/07   | 01/31/11 | 12/31/11 |
|  | John Wanat                            | 01/08/07   | 01/31/11 | 12/31/11 |
|  | Charles Price Jr.                     | 08/21/06   | 08/31/08 | N/A      |
|  | Joseph Quinn                          | 11/19/07   | 10/31/09 | N/A      |
|  | Jason Matheson (PO)                   | 12/31/07   | 12/31/09 | N/A      |
|  | Jason Brough (5 <sup>th</sup> Member) | 01/04/08   | 01/31/10 | N/A      |
|  | Randall Orman (PO)                    | 05/19/08   | 05/31/10 | N/A      |
| Planning & Zoning Commission                         |                                       | 4 yrs.     |          |          |
| Police Officers Pension Trust Fund Board of Trustees |                                       | 2 yrs.     |          |          |

Note: ITALIC/BOLD INDICATES CHANGES

CITY OF BROOKSVILLE, CITY COUNCIL  
AGENDA ITEM

~~AGENDA ITEM NO. E-6~~  
~~7/21/08~~

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: JENNIFER REY, ESQ.   
THE HOGAN LAW FIRM AS CITY ATTORNEY

CC: THOMAS S. HOGAN, JR.; GEORGE ANGELIADIS 

SUBJECT: MUNICIPAL ELECTIONS CODE AND PROCESS

DATE: JULY 11, 2008

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GENERAL SUMMARY:

On Monday, July 7, 2008 Councilwoman Bradburn requested that the Council consider making changes to its elections process. Therefore, at Council's request the municipal elections code and process are scheduled for discussion at the Council Meeting for Monday, July 21, 2008.

By Charter, the City has adopted the Florida Elections Code as its code for conducting municipal elections; however, the City has also adopted a variety of ordinance provisions that amend or modify the Florida Election Code. The City has engaged the Supervisor of Elections in an Elections Cooperation Agreement to conduct most aspects of the regular municipal elections process. Under the current agreement and practice, the City retains its role in candidate qualifying, election assessment and filing fee collection, and reporting or noticing the State Division of Elections.

Dialogue with Annie Williams, Supervisor of Elections, indicates that she is willing to cooperate with the Council in making changes to the municipal elections process. However, she has expressed concern regarding the timing of any changes. Should Council wish to make changes to the elections process, the following issues would need to be resolved:

*Qualifying Official.* Currently, the City Clerk is the designated qualifying official. Should council wish to designate the Supervisor of Elections as the designated official it would need to do so by resolution. A point of concern for the Supervisor is that the City's qualifying period begins the day before the primary election; however, due to the number of candidates expected for City office she indicated that this should not be problematic should the Council wish to make a change to the qualifying official. Ms. Williams has also expressed concern about making a change to the designated qualifying official amidst an election that has already commenced, but is willing to work with Council on this matter.

*Qualifying Period.* The City has already posted notice with the State Division of Elections as to the qualifying period for municipal elections. The City's qualifying period is

different than the qualifying period set by the Supervisor; the County's qualifying period has already concluded. However, it is not appropriate to change the qualifying period at this time. Should Council wish to move forward with designating the Supervisor as the City's election official, the Supervisor has suggested that the qualifying period for the City be modified to coincide with the County elections process so that she would work with a uniform qualifying period.

*Qualifying Fees.* There is a 3 % filing fee and a 1% election assessment that non-partisan candidates must pay. This is uniform with the County's 4% qualifying fee for non-partisan candidates. However, based on code, this fee is to be deposited into the City's general fund. Should the Council transition qualifying official functions to the Supervisor and decide to allow the Supervisor to retain the 3% filing fee, this ordinance provision would need to be modified.

*Financial Reporting.* Currently, the City and County maintain different campaign treasurer reporting calendars. Should Council pursue changing the qualifying official during the current elections process, the conflicts in due dates for reporting would need to be addressed with the candidates.

*Pre-qualified Candidates.* Should Council wish to move forward with changing the designated election official during this election cycle, a transition plan would need to be negotiated to transfer records with respect to those candidates who have already pre-qualified.

*Public Notices.* There are certain publishing requirements for various stages of the elections process. There would need to be agreement as to who is responsible for publishing notices and clarification on the timing of the required notices. This would require modification of the existing Elections Cooperation Agreement.

A copy of the elections provisions of the Charter, Code of Ordinances and the current Elections Cooperation Agreement are attached for your reference. Various provisions of the Code that would be effected by the issues noted above have been highlighted in the attached document. It is within the Council discretion and authority to amend the code of ordinances and to direct renegotiation of the current Elections Cooperation Agreement.

**BUDGET IMPACT:** Under the current code, candidates are assessed a 3% filing fee based on the annual salary for a councilmember ( $\$5400 \times .03 = \$162$ /per qualifying candidate). This fee is retained in the general fund by the City. Should the Council wish to transfer candidate qualifying to the Supervisor of Elections this fee would be paid to the Supervisor. Whether any portion of this fee is returned to the City would be a point of negotiation with the Supervisor. However, the Council may wish to consider offering the revenue from this fee to be retained by the Supervisor for her services in performing under the terms of the Agreement.

**LEGAL REVIEW:** A legal review of this matter has been completed and an accompanying memorandum is provided for Council's review.

**STAFF RECOMMENDATION:** Staff seeks direction from Council as to what action Council desires to take with respect to the Municipal Election Code and the existing Elections Cooperation Agreement.

**ATTACHMENTS:** Elections Provisions of City Charter  
Elections Provisions of City Code of Ordinances  
Elections Cooperation Agreement (current agreement)  
Memorandum of Law (to be provided)

## **Elections Provisions of the City Charter**

### **Sec. 2.06. Election**

All municipal elections shall be conducted and vacancies filled in accordance with the provisions of F.S. chs. 97--106, inclusive, known as the Florida Election Code, and as may be amended, except as provided or modified by the city charter, its amendments or ordinances.

### **Sec. 2.07. Electors**

Any person who is a resident of the city, and who is qualified as an elector of this state and who registered in the procedural manner prescribed by general law and ordinance of the city, shall be an elector of the city. **State law references:** Qualifications for municipal elector, F.S. § 166.032.

### **Sec. 2.08. Nominations**

Candidates for the offices of city council shall be nominated for such office by the filing of a written notice of candidacy with the designated city official at such time and in such manner as may be prescribed by general law and ordinance.

### **Sec. 2.09. Form of ballots**

The council, by resolution, shall prescribe the form of ballot, including the method of listing candidates for city council and any other city election, in accordance with the provisions of Florida Statutes. A charter amendment or referendum question to be voted on by the city electors shall be presented to the voters by ballot title. The ballot title of the measure may differ from its legal title and shall be a clear, concise statement describing the substance of the measure without argument or prejudice. (Ord. No. 287-D, 7-3-2000)

### **Sec. 2.10. Candidates**

(a) *One (1) single candidate:* In the event that no more than one (1) person qualifies as a candidate, either for ballot listing or write-in, for a designated seat on the city council, that seat or office shall not be listed on the regular city election ballot. The city council by resolution shall designate the qualified candidate as the council member for the designated seat.

(b) *One (1) candidate for each open seat:* In the event that all the seats scheduled for election have only one (1) candidate qualify, the city council, by a resolution, shall declare that no election shall be held and the qualified candidate shall fill the designated seat. (Ord. No. 287-B, 9-11-1995; Ord. No. 287-F, § 1, 8-21-2006)

### **Sec. 2.11. Nonpartisan elections**

All nominations and elections for the offices of city council shall be conducted on a nonpartisan basis without regard for, or designation of, political party affiliation of any nominee on any nomination petition or ballot. (Ord. No. 287-F, § 1, 8-21-2006)

**CITY OF BROOKSVILLE CODE OF ORDINANCES**  
**Chapter 30 ELECTIONS\***

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**\*Charter references:** Election, § 2.06; electors, § 2.07; nominations, § 2.08; form of ballot, § 2.09; procedure for single candidate for election, § 2.10; election to be nonpartisan, § 2.11. **State law references:** Elections, F.S. chs. 97--107.

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- Sec. 30-1. Elections in general.
- Sec. 30-2. Arrangements for conducting a municipal election.
- Sec. 30-3. Designation of chief election official.
- Sec. 30-4. Qualification of voters.
- Sec. 30-5. Candidate qualifying for office.
- Sec. 30-6. Qualifying fees.
- Sec. 30-7. Campaign financing.
- Sec. 30-8. Unfair campaign practices; violations; penalties.
- Sec. 30-9. Ballot.
- Sec. 30-10. Voting equipment; tabulating equipment; voting methods and procedures.
- Sec. 30-11. Absentee voting.
- Sec. 30-12. Tabulation of election; canvass of returns; declaration of results.
- Sec. 30-13. Recount; protests; contests.

**Sec. 30-1. Elections in general**

(a) In the application of such general laws of the state as referenced by section or chapter of the state statutes, the ~~city clerk~~ designated election official shall be substituted in lieu of the county supervisor of elections and the city council shall be substituted in lieu of the board of county commissioners whenever such substitution would give sense and meaning to such laws insofar as they would apply to municipal elections, except as otherwise provided in this chapter. Additionally, such applicability to the general laws refer to the 1993 Florida Statutes as adopted, and as may be amended hereafter.

(b) Regular municipal elections shall be held on the first Tuesday after the first Monday in November of each even-numbered year. Terms of office for council seats designated as "Seat No. 2" and "Seat No. 4" affected by the elimination of odd-numbered year elections thereafter shall be as specified by separate transition ordinance.

(c) All elected officers shall take office and assume their duties at the first regular meeting of the city council in December following their election to office.

(d) The city council shall provide by resolution the method and manner of holding special elections in all cases not provided for in the Charter or Code, subject to the consent of the supervisor of elections as to the date when the registration books can be available.

(e) As to any matter connected with all municipal elections not provided for by this Charter or Code, elections may be held and conducted substantially on the principals adopted for general elections as specified in the general laws of the state.

(Code 1988, § 2-231) **Charter references:** Election procedure, § 2.12.

**Sec. 30-2. Arrangements for conducting a municipal election**

(a) Except as otherwise provided in the Charter or Code, the city council shall make all necessary arrangements for holding all municipal elections and shall declare the results thereof. The city council may instruct the ~~city clerk~~ designated election official to conduct such elections or may authorize the clerk to contract with the county supervisor of elections to conduct the elections, in which case the city is authorized to reimburse the supervisor for the expenses incurred.

(b) When a municipal election is held in conjunction with a general election conducted by the county supervisor of elections, the polling places and poll workers shall be those designated and appointed by the supervisor. For any other municipal election, the city council shall designate the polling places to be utilized and appoint the inspectors and clerks of the election. If the city council shall fail to do so at least two days before the date of any election, the mayor may appoint them.

(c) The ~~city clerk~~ designated election official shall, in any year in which a municipal election is held, have a notice published two times in a newspaper of local general circulation 30 days prior to the beginning of the qualifying period stating what offices and vacancies are to be filled, together with the dates of the qualifying period, the date of the election, and the dates fixed for filing campaign expense statements. In the event that a special election is called to fill a vacancy in office or for a recall issue and a qualifying period has been set by the city council, the ~~city clerk~~ designated election official will publish the notice at least ten days prior to the first day set for qualifying for office.

(Code 1988, § 2-232)

**Sec. 30-3. Designation of chief election official**

The city clerk shall be designated as the chief election official for all municipal elections for purposes of coordinating the elections and serving as the filing officer for record purposes. Notwithstanding the above, the city council shall have the authority to appoint an alternative official as may be necessary.

(Code 1988, § 2-233)

**Sec. 30-4. Qualification of voters**

The city recognizes and adopts the permanent single registration system for the registration of electors to qualify them to vote in all municipal elections pursuant to F.S. § 97.105. Individuals residing within the corporate limits of the city otherwise qualified and registered to vote in accordance with the general laws of the state are the electors of the city.

(Code 1988, § 2-234); **Charter references:** Electors, § 2.07; **State law references:** Qualifications of electors, F.S. § 97.041.

**Sec. 30-5. Candidate qualifying for office**

(a) Each person who seeks election to office as a city councilmember must meet the qualifications set forth in F.S. § 99.012, and the Charter of the city.

(b) The first day of qualifying for each person seeking election is any time after noon on the 71st day prior to the ~~municipal~~ election date, but not later than noon of the 67th day prior to the ~~municipal~~ election date. Should the 67th day fall on a day that the ~~city clerk's~~ designated election official's office is closed, the next working day will be considered the closing day for the purposes of this subsection. The qualification papers shall be filed with the ~~city clerk~~ designated election official and a qualifying fee and election assessment paid at that time.

(c) Each person who qualifies for election to office as a write-in candidate shall file the qualification papers with the ~~city clerk~~ designated election official at any time after noon of the first day for qualifying, but not later than noon of the seventh day following the end of the qualifying period for the office sought. Any person who is seeking election as a write-in candidate shall not be required to pay a qualifying fee or any election assessment. A write-in candidate shall not be entitled to have his name printed on any ballot; however, space on the ballot will be provided for the name to be written in. No person may qualify as a write-in candidate if he has also otherwise qualified for nomination or election to such office.

(d) Each person who qualifies must designate the city council seat for which he seeks election to and shall take and subscribe to an oath or affirmation in writing before the ~~city clerk~~, designated election official substantially in the form specified in F.S. § 99.021, which will also designate the official name of the candidate as it will appear on the ballot. A statement of financial interests pursuant to F.S. § 112.3145, must also be filed with the ~~city clerk~~ designated election official at the time of qualifying, together with the documents required in F.S. ch. 106, campaign financing.

(e) A candidate may be required to resign to run prior to qualifying for a city council seat pursuant to F.S. § 99.012.

(Code 1988, § 2-235); **Charter references:** Candidates, § 2.10.

**Sec. 30-6. Qualifying fees**

(a) Each candidate for office, except for a person qualifying as a write-in candidate, at the time of qualifying as a candidate for office, shall pay to the ~~city clerk~~ designated election official a filing fee of three percent of the annual salary of a city councilmember at the time the oath is taken. ~~This filing fee will be deposited into the general fund of the city.~~

(b) Pursuant to F.S. § 99.093, the candidate must also pay an election assessment at the time of qualifying, which will be forwarded to the state as stipulated. An exemption to the required payment is referenced therein.

(c) A qualifying fee shall be returned to the candidate, less ten percent for administrative handling costs, if the candidacy is withdrawn before the last date to qualify.

(Code 1988, § 2-236); **State law references:** Qualifying fee, F.S. § 99.092; election assessment, F.S. § 99.093.

**Sec. 30-7. Campaign financing**

The provisions of F.S. ch. 106 concerning campaign financing are adopted by reference and made a part of this chapter.

(Code 1988, § 2-237)

**Sec. 30-8. Unfair campaign practices; violations; penalties**

The provisions of F.S. ch. 104 concerning election code violations and penalties, especially related to unfair campaign practices, are adopted by reference and made a part of this chapter.

(Code 1988, § 2-238)

**Sec. 30-9. Ballot**

(a) The form of the ballot in municipal elections shall be in substantially the same form and order as the ballot for the general election, as specified in F.S. § 101.151. The city council seats shall be listed in ascending numerical order, with the candidates listed alphabetically by last name thereunder. As stated above, the name of the candidate shall be printed on the ballot in the same form as the name appears on the candidate's qualifying oath. No title or evidence of incumbency shall be printed.

(b) Any referendum, initiative or special public issues will follow, in a form designated by the city council by resolution.

(c) If the municipal election is held jointly in conjunction with the general election, the city council may direct by resolution that a separate election ballot shall be prepared and printed for the municipal election. Additionally, for such joint elections, the ~~city clerk~~ designated election official shall furnish a certified layout of the ballot to the county supervisor of elections within five days from the close of qualifying, indicating if a separate municipal election ballot is to be prepared. The city will be responsible for the cost of printing the separate municipal ballots.

(d) If the municipal election is held at a time not in conjunction with a general election conducted by the county supervisor of elections, the ~~city clerk~~ designated election official shall publish the sample ballot for the municipal election in a newspaper of general circulation prior to the day of the election, as specified in F.S. § 101.20(1). If the municipal election is held jointly in conjunction with the general election, the ~~city clerk~~ designated election official shall have a notice published one time in a newspaper of local general circulation no more than ten days prior to the day of the election identifying the names of the candidates that will be included on the ballot, together with any issues to be voted on, in the form as will be outlined on the joint ballot.

(Code 1988, § 2-239; Ord. No. 546B, §§ 1, 2, 3-18-2002); **Charter references:** Ballots, § 2.09.; **State law references:** Specification for ballot, F.S. § 101.151.

**Sec. 30-10. Voting equipment; tabulating equipment; voting methods and procedures**

The voting and tabulating equipment utilized in all municipal elections shall be that equipment certified and furnished by the supervisor of elections. The voting methods and procedures shall be as set forth in F.S. ch. 101, under the supervision of the supervisor of elections.

(Code 1988, § 2-240)

**Sec. 30-11. Absentee voting**

The provisions of F.S. ch. 101 concerning absentee voting are adopted by reference and made a part of this chapter.

(Code 1988, § 2-241); **State law references:** Absentee voting, F.S. § 101.6105.

**Sec. 30-12. Tabulation of election; canvass of returns; declaration of results**

(a) The ballots of the municipal election will be tabulated utilizing the equipment of and under the supervision of the supervisor of elections as stated in this chapter.

(b) When a municipal election is held in conjunction with a general election conducted by the county supervisor of elections, the county canvassing board shall canvass and certify the results of the ballots cast.

(c) The canvassing board for the municipal election not held in conjunction with a general election will be comprised of the city clerk, the city attorney and the mayor, vice-mayor or next senior city councilmember who is not a candidate on the ballot, to canvass and certify the results of the ballots cast. A chairman will be selected among themselves.

(d) A certification of the results of the municipal election tabulation, in triplicate, will be provided to the city clerk within two days of the election date.

(e) The certification of the results of the tabulating of the ballots of the municipal election will be transmitted to the city council at its next regular meeting thereafter. At such meeting, the city council shall officially declare the results of the election. At all municipal elections the candidate receiving the greatest number of votes for the specific seat qualified for shall be elected.

(f) If in any election the returns, as certified by the canvassing board, result in a tie vote, the municipal election shall be decided by lot, which shall mean that at the next regular city council meeting referenced in this section, the name of each candidate who has tied shall be placed on a separate piece of paper of equal size and color, which shall be placed in a container so that the candidates' names are not visible. A member of the canvassing board, designated by the city council, shall then select one piece of paper from the container. The candidate whose name appears on that piece of paper shall be so declared elected by the city council.

(g) The ~~city clerk~~ designated election official shall, not later than noon of the second day after the official declaration of the results of the municipal election, furnish a certificate of election to each person declared to have been elected and notify the department of state, division of elections pursuant to the general laws of the state.

(Code 1988, § 2-242); **State law references:** Polls to remain open from 7:00 a.m. to 7:00 p.m. in all municipal, county and state elections, F.S. § 100.011; canvas of election returns, F.S. § 102.111.

**Sec. 30-13. Recount; protests; contests**

(a) The provisions of F.S. ch. 102 concerning recounts, protests or contests of the municipal election results are adopted by reference and made a part of this chapter.

(b) In the event of a contest of the procedures of a recall election not specifically stipulated in F.S. § 100.361 or this Code, the ~~city clerk~~ designated election official will request a decision by the chief judge of the judicial circuit in and for the county.

(Code 1988, § 2-243)

MUNICIPAL ELECTION AGREEMENT

THIS AGREEMENT entered into by and between the City of Brooksville, Florida (hereinafter the "CITY") and the Office of Supervisor of Elections for Hernando County, Florida (hereinafter the "SUPERVISOR").

WHEREAS, the CITY requires regular municipal elections to be held on a schedule consistent with the prescribed dates of the general election conducted every other year by the SUPERVISOR; and,

WHEREAS, the CITY has requested the assistance of the SUPERVISOR in conducting its regular municipal elections; and,

WHEREAS, the CITY may also require a special municipal election or referendum to be conducted on its behalf; and,

WHEREAS, the SUPERVISOR is agreeable to providing such assistance to the CITY subject to the following conditions.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL TERMS, PROMISES AND COVENANTS TO BE COMPLIED WITH, THE PARTIES HEREBY CONTRACT AND AGREE AS FOLLOWS:

MUTUAL OBLIGATIONS:

1. All municipal elections will be conducted under the legal authority of the City Charter, applicable codes and ordinances of the CITY and any sections of Chapters 97 through 106, Florida Statutes (the State Election Code) which specifically reference municipal elections or which have been officially adopted by the City. A copy of the City of Brooksville Election Code is attached hereto as "Exhibit A". Any modifications to this code will be provided to the SUPERVISOR upon adoption of same by the CITY.

2. In the event that a special municipal election or referendum is called by City Council, to be conducted with the assistance of the SUPERVISOR, the date of said election shall be coordinated with the SUPERVISOR pursuant to the applicable provisions of City Charter, City Code or Florida Statutes. The CITY will make every attempt to set the date of such special municipal election or referendum with as much advance notice as possible, preferably ninety (90) days in advance but not less than thirty (30) days prior to the date.

3. The Hernando County Canvassing Board and SUPERVISOR's staff shall be legally responsible for regular municipal elections held concurrent with the general election and the canvass of election returns thereof. In the case of a special municipal election or referendum, the CITY shall be legally responsible for and shall appoint a Canvassing Board unless other provisions are made with the SUPERVISOR in advance.

4. The SUPERVISOR will be responsible for decisions regarding election protests and/or requests for recounts of the vote of such regular municipal elections held concurrent with the general election. Such protests and requests shall be made to the County Canvassing Board in accordance with the provisions of the State Election Code. The CITY will assume such responsibility

in the event of a special municipal election or referendum, unless other provisions are made with the SUPERVISOR in advance.

5. City Council shall officially declare all election results as stipulated in City Code. All results of regular municipal elections shall be considered unofficial until so declared by City Council.

6. This AGREEMENT shall remain in effect through December 31, 2000, and shall be automatically renewed for additional two-year terms thereafter until and unless either party hereto gives the other not less than one-hundred eighty (180) days notice in writing of its desire to terminate the Agreement at the end of the then current term.

7. Each party shall indemnify and hold harmless the other party, their officers, agents and employees, from and against any and all claims, damages, injuries, losses and expenses, including reasonable attorney's fees, arising out of or relating to their responsibility under this Agreement with respect to the processes associated with voting and preparation for the conduct of the election.

REGULAR MUNICIPAL ELECTIONS:

Regular municipal elections will be held on the first Tuesday after the first Monday in November of each even numbered year, concurrent with the general election conducted by the SUPERVISOR, unless City Council issues a resolution canceling same due to the fact that only one candidate qualified.

CITY OBLIGATIONS:

1. Notify the SUPERVISOR of the slate of candidates or language for any municipal ballot questions within five (5) days from the close of the qualifying period.

2. Designate a Qualifying Officer for all municipal candidates, who will maintain qualification and campaign financing paperwork and reports and remit the required election assessment fees to the Department of State as required in the State Election Code.

3. Provide SUPERVISOR with a copy of any candidate's literature prepared by the CITY.

4. Place all required legal advertisements and notices required as it relates to the regular municipal election.

5. Notify the Division of Elections of election, qualified candidates, cancellation of election, if appropriate, and election results once officially declared by City Council.

6. Reimburse additional costs incurred by SUPERVISOR for incorporation of regular municipal election in process.

**SUPERVISOR OBLIGATIONS:**

1. Maintain registered voter records by CITY precincts.
2. Assist with information and provide standard forms as requested.
3. Provide list of registered municipal voters by precinct to CITY when requested, following close of registration books.
4. Include municipal candidates and municipal ballot questions, once officially announced by the CITY, on any printed materials prepared by SUPERVISOR or information given out verbally.
5. Conduct all aspects of regular municipal election, unless otherwise exempted above, including the programming of the election tabulating equipment, testing the system and certifying the tabulating software as required by the Division of Elections and State Election Code, providing the facility to tabulate the election results, ordering all ballots and precinct registers, and issuing and maintaining the absentee votes.
6. Notify registered voters of any change in CITY precinct boundaries or polling place location changes in accordance with the State Election Code.
7. Make provisions to allow at least one CITY designated representative into the equipment room during the tabulating process.
8. Provide three (3) certified copies of election results in printed format, by precinct and final tally, with absentee ballots being tabulated as a separate precinct.

**SPECIAL MUNICIPAL ELECTION OR REFERENDUM:**

In the event that the CITY schedules a special municipal election or referendum not held during an election regularly conducted by the SUPERVISOR, unless other arrangements are made, the SUPERVISOR shall assist the CITY in conducting the special municipal election or referendum.

**CITY OBLIGATIONS:**

1. Designate CITY officials who will be legally responsible for special municipal election or referendum and canvass of election returns thereof. The SUPERVISOR's office will only provide assistance in the physical conduct of such independent elections.
2. Responsible for decisions regarding election protests and/or requests for recounts of the vote of such special municipal election and referendum. Such protests and requests shall be made to the CITY Canvassing Board in accordance with the provisions of the CITY's municipal charter and the State Election Code.
3. Coordinate the close of registration books, logic & accuracy test date for the ballot tabulating equipment, and poll worker training class with SUPERVISOR.

4. Coordinate, layout, order and pay for all ballots, including test ballots, sample ballots, precinct ballots, and absentee ballots for the election, insuring compatibility with SUPERVISOR's tabulating equipment.

5. Order and pay for precinct registers following the format as coordinated with the SUPERVISOR.

6. Issue and maintain absentee ballots.

7. Reimburse SUPERVISOR for election expenses, including personnel costs incurred which are necessary to conduct the special municipal election or referendum.

8. Designate CITY employees who will assist SUPERVISOR's staff in conducting the special municipal election or referendum.

9. Notify CITY canvassing board members, candidates and press of the time and date for the logic and accuracy test of the ballot tabulating equipment and the canvassing of absentee ballots.

10. Pay reasonable replacement costs involved to repair equipment damaged during municipal elections to the extent not covered and paid for by any insurance.

11. Appoint the Canvassing Board Members, and set and advertise a training meeting for same.

12. Appoint and pay pollworkers.

13. Arrange for appropriate polling places. If any change is considered to any location, it will be discussed and coordinated with SUPERVISOR. CITY will be responsible to notify the electors if change is made, in accordance with the requirements of the State Election Code.

14. Pick up and deliver the voting equipment and supplies to the polling places and return same to the SUPERVISOR upon conclusion of the election.

#### SUPERVISOR OBLIGATIONS:

1. Assist with information and provide sample standard forms as requested.

2. Arrange for election night support staff, program the election tabulating equipment, test the system, insure that the tabulating equipment software is certified by the Division of Elections as required by the State Election Code, and provide the facility to tabulate the election results

3. Supervise the ballot tabulating process.

4. Provide samples of any required operating supplies for conducting special municipal election or referendum, including absentee ballot information.

5. Furnish sufficient voting equipment and samples for order of supplies for designated polling places based on registered voters in each precinct and historic information.

6. Provide list of registered voters by precinct to CITY when requested, following close of registration books.

7. Provide computer tape of registered voters to CITY when requested for the preparation of precinct registers.

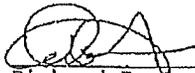
8. Provide address labels by precinct of registered voters if notification of change in polling place is required.

9. Train pollworkers and canvassing board members designated by CITY.

10. Provide three (3) certified copies of election results in printed format, by precinct and final tally, with absentee ballots being tabulated as a separate precinct.

IN WITNESS WHEREOF, the parties hereto affix their hand and seal this 24 day of August, 1998.

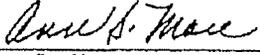
CITY OF BROOKSVILLE, FLORIDA

  
Richard E. Anderson  
City Manager

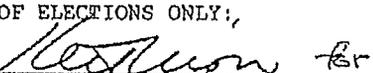
APPROVED AS TO LEGAL FORM & CONTENT  
FOR THE RELIANCE OF THE CITY OF  
BROOKSVILLE ONLY:

  
Robert B. Battista  
City Attorney

HERNANDO COUNTY, FLORIDA  
SUPERVISOR OF ELECTIONS

  
Ann S. Mau  
Supervisor of Elections

APPROVED AS TO LEGAL FORM & CONTENT  
FOR THE RELIANCE OF THE SUPERVISOR  
OF ELECTIONS ONLY:

  
Robert Bruce Snow  
Attorney

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